

City of Brookings

MEETING AGENDA

CITY COUNCIL

Monday, April 13, 2015, 7:00pm

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

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Ceremonies/Appointments/Announcements

1. Employee Recognition – Planning Manager Donna Colby-Hanks Ten Year Anniversary.

E. Public Hearings/ Final Orders

1. Quasi-judicial public hearing in the matter of File ANX-1-14, to consider the applicant's response to the LUBA remand regarding the annexation of tax lots 1500 and 2000, located on Assessor's Map 40-13-32D, into the City of Brookings. [Planning, Advance Packet]

F. Oral Requests and Communications from the audience - Public Comments on non-agenda items – 5 minute limit per person.*

G. Staff Reports

1. Authorization to proceed with street paving strategy for 2015-16, contingent upon passage of the fuel tax measure in May. [PWDS, pg. 3]
 - a. 2015-16 Street list [pg. 4]
2. Approval to execute a change order for the Marine Drive Slope Repair project. [Building Official, pg. 5]
 - a. Change order [pg. 6]
3. Approval to enter into agreement with Curry County to provide plan review assistance for the Curry General Hospital Project. [Building Official, pg. 7]
 - a. Intergovernmental Agreement [pg. 8]
4. Approval to reduce Event Permit fees for Saturday Farmers Market and allow signage in the landscaped strip along Frontage Road. [PWDS, pg. 12]
 - a. Permit application [pg. 13]
 - b. Email from Kathleen Dickson [pg. 14]
 - c. Proposed signage [pg. 15]
5. Authorization to allocate funding as recommended by the Tourism Advisory Promotion Committee for the purchase of radio equipment by Curry Coastal Community Radio. [City Manager, pg. 16]
 - a. Proposal [pg. 17]
6. Approval to develop a disc golf course at Azalea Park. [Parks, pg. 21]
 - a. Course map [pg. 22]
 - b. Budget [pg. 23]
 - c. Course features [pg. 24]

7. Allocation of funding for VFW July Fourth Fireworks display.[City Manager, pg.25]
 - a. March 9 Council Agenda Report. [pg. 26]

H. Consent Calendar

1. Approve Council minutes for March 23, 2015. [pg. 28]
2. Approve Liquor License Application for Dollar General, 1300 Easy Street. [34]
3. Authorize the City Manager to execute Contract Amendment #2, to the Coos and Curry Counties Household Hazardous Waste Management Plan, adding the City of North Bend as a member. [36]
4. Accept Parks & Recreation Commission minutes for January 22, 2015. [41]
5. Accept Tourism Promotion Advisory Committee minutes for February 19, 2015. [pg. 43]
6. Accept March, 2015 Vouchers in the amount of \$200,506.55. [pg. 44]

I. Remarks from Mayor and Councilors

J. 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.

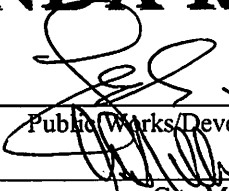
All public meetings are held in accessible locations. Auxiliary aids will be provided upon request with at least ten days advance notification. Please contact 469-1102 if you have any questions regarding this notice.

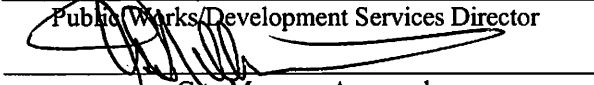
CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: April 13, 2014

Originating Dept: PW/DS


Public Works/Development Services Director


City Manager Approval

Subject: Street Paving Strategy Fiscal Year 2015-16

Recommended Motion: Authorize staff to proceed with the proposed street paving strategy for year one contingent on the Gas Tax initiative approval.

Financial Impact: Currently the City received \$132,000 in system replacement fees from utility fees. This amount has largely been spent on road slide and storm damage repairs which has depleted the funding for longer range pavement maintenance.

Anticipated revenue generated by the Gas Tax, if approved in May, is \$300,000 per year. This money would be dedicated to street repair and maintenance and would provide needed funding to implement a three year paving management plan.

Background/Discussion:

The topic today will be the first year of a three year plan. Discussion of the second and third year will take place at the April 27 council meeting.

The focus of the first year will be on "slurry seal". This application involves an oil, not structural application that is shown to extend the life of asphalt and recommended for streets showing signs of fatigue but not in a condition that would require that they be reconstructed or repaved.

A critical component of the City's Pavement Maintenance Schedule is the sequencing of work in a way that anticipates future actions and ensures that underground work is completed prior to surface work. Since the water, sewer and storm drain infrastructure needs have not yet been fully evaluated with the Pavement Management Plan strategy, the first year strategy for slurry sealing is recommended. Slurry seal coating is the least expensive option for pavement maintenance and will allow for more streets to be addressed. The pavement management plan recommends over 3 miles of slurry seal at a cost of \$154,000. Attachment a herein lists the streets to be slurry sealed.

In addition to slurry seal, staff additionally recommends completing the paving along Hassett Street from Old County Road to Pioneer Street (\$66,000) and sidewalk and paving along Easy Street from Dollar General to the Lutheran Church (\$80,000).

Policy Considerations: In keeping with Council Goals to maximize city revenue and to provide safe and usable infrastructure within the City.

Attachment(s): a) List of streets recommended for slurry seal application year 1

ATTACHMENT A

Year 1 pavement strategy - slurry seal application

- ⊙ MARINE DR - OLD COUNTY RD / MARINE DR
- ⊙ TANBARK RD - SEASCAPE CT /TANBARK CR
- ⊙ VIEW CT - HOMESTEAD RD / CULDESAC
- ⊙ PACIFIC AV - COTTAGE ST / RAILROAD ST
- ⊙ MOORE ST - ARNOLD LN / CULDESAC
- ⊙ MARINA HEIGHTS RD - OLD COUNTY RD / PACIFIC TERRACE DR
- ⊙ EASY ST - 2ND ST 3 ST
- ⊙ 5 ST - HELEN LN / ARCH LN
- ⊙ RANSOM AV - BARBRA LN DIRT /5 ST
- ⊙ RANSOM AV - 2 ST / 2 ST
- ⊙ COLLIS LN - ROWLAND LN /CULDESAC
- ⊙ OAK ST -HEMLOCK ST /RAILROAD ST
- ⊙ COTTAGE ST - PACIFIC AV / MILL ST
- ⊙ HEMLOCK ST -FERN AV / WHARF ST
- ⊙ SPRUCE ST - FERN AV / WHARF ST
- ⊙ PIONEER RD - RANSOM AV / HASSETT ST
- ⊙ HASSETT ST - OLD COUNTY RD / JOSHUA CT
- ⊙ 7 ST - HASSETT ST / PIONEER RD
- ⊙ HOLMES DR - DAWSON RD / BLUEBERRY DR

CITY OF BROOKINGS

Council Agenda Report

Meeting Date: April 13, 2015

Originating Dept: PW/DS


Building Official

City Manager Approval

Subject: Change order for Marine Drive Slope Repair project

Recommendation: Make a motion to approve the City Manager to sign a change order to Contract No. 14-030, Marine Drive Slope Repair, in the amount of \$24,985.00

Financial Impact: This project was planned as a CIP project in the 2014-15 budget using SRF funds and ODOT fund exchange monies. Approval for this project was granted at the September 22, 2014 Council meeting for an amount not to exceed \$136,000.00. This change order brings the total cost of the project to \$83,107.00 from \$58,122.00, well under the engineer's estimate of \$87,777.92.

Background/Discussion:

The project was put out to bid in November 2014 as an emergency repair due to concerns regarding Marine Drive being further impacted over the winter.

The Geotechnical Engineer specified that the work could only be undertaken during a dry weather period of at least 6 weeks. Staff's approach was to go out to bid as soon as the geotechnical plans were developed in case a weather window opened up to perform the earthworks phase of the project which would stabilize the road. No such opportunity arose during the winter.

Recognizing that uncontrolled water saturation was the main cause of the failure Dyer Partnership was tasked with developing a civil plan to complement the repair. These plans have been recently finalized and performance of the work related to that phase of construction is the subject of this change order. These drainage improvements include more effective conveyance by improving the shoulder drainage, changing the grade of the road toward the shoulder drainage and away from the new slope restoration, and a curb to protect the slope restoration from excess street drainage.

Policy Considerations: Current policy allows the City Manager to approve a cost increase under \$25,000. As this change order is 43% of the contract price Staff felt it was appropriate to take before the City Council

Attachment(s):

- a. Proposed change order

**Change Order Form
to the Contract for the Construction of
MARINE DRIVE SLOPE REPAIR**

Change Order # _____ 1 Contract No. 14-030

Contractor: Tidewater Contractors

Project Manager: LauraLee Snook

Effective date: 3/23/2015

Item 1: Description of change:

incorporate modified civil plans by Dyer Partnership into project. Modification includes deletion of work shown on private property. See attached unit pricing schedule.

Reason for Change:

drainage control is needed to route water away from slope repair

Cost for Item 1 \$24,985.00

Item 2: Description of change

Reason for Change

Cost for Item 2

CHANGE IN CONTRACT DURATION:

Notice to proceed: 12/1/2014

Original Contract duration no change in contract duration

Additional approved calendar days New date of Completion: _not determined

CHANGE IN CONTRACT PRICE:

Original Contract Price \$58,122.00

Net increase (decrease) with change order \$24,985.00

Increase of change order item 1

New Contract Total w/ all change orders \$83,107.00

Contractor is hereby authorized to make the changes listed above in addition to the Contract Documents. The change in the Contract Price for this change order shall include all costs- direct, indirect, overhead and profit to complete this change order. It is further agreed that all extensions of time and costs of delay resulting directly or indirectly from the change are provided and approved by the City's Project Manager and that Contractor may make no further claim thereof.

By: _____
Contractor

Date: _____

By: _____
City of Brookings

Date: _____

CITY OF BROOKINGS

Council Agenda Report

Meeting Date: April 13, 2015

Originating Dept: PW/DS



Building Official


City Manager Approval

Subject: Intergovernmental Agreement with Curry County to provide plan review service assistance for the Curry Health Network hospital project.

Recommendation: Make a motion to approve the City Manager to sign an intergovernmental agreement to provide plan review assistance to Curry County for the Curry General Hospital Project.

Financial Impact: The County will reimburse the City for the hourly weighted wage of the City Building Official for time spent on the hospital project review.

Background/Discussion: The City of Brookings has an existing intergovernmental agreement in place with Curry County to provide building inspection coverage as needed due to absence of agency staff.

This limited scope agreement is specifically to provide plan review services for the hospital project, as current County Staff is unable to fulfill this need. This is not a condition that is provided for in the existing intergovernmental agreement. A determination was made that a limited scope agreement, both in duration and in work provided, would be necessary.

Policy Considerations: This approach is consistent with the Council and Staff goal of supporting projects that are for the good of the community and providing assistance to neighboring jurisdictions when needed.

Attachment(s):

Proposed Intergovernmental Agreement

INTERGOVERNMENTAL AGREEMENT

This Agreement is entered into by and between Curry County, a political subdivision of the State of Oregon, hereinafter referred to as "County", and the City of Brookings, a municipal corporation in the State of Oregon, hereinafter referred to as "City".

RECITALS

1. By authority granted in ORS 190.010, units of local government may enter into agreements with other units of local government for the performance of any or all functions and activities that a party to the agreement, its officers, or agents have authority to perform.
2. Intergovernmental agreements can be useful to improve the efficiencies of more than one government.
3. County is in the midst of a major building department project which includes plan review for the new Curry Health Network Hospital in Gold Beach. This project will, because of the size of its scope, stretch County resources.
4. In the spirit of cooperation, City has agreed to assist County with the plan review as outlined in this agreement.

NOW, THEREFORE, it is agreed by and between the parties as follows:

I. GENERAL SCOPE OF AGREEMENT

County retains the services of City to provide plan review assistance for the building construction project involving the new Curry Health Network hospital in Gold Beach, Oregon. Pursuant to this agreement, City shall make Laura Lee Snook, a certified building official with plan review credentials, available for this purpose. The City shall provide these services on an availability basis, but in no event shall the service provided exceed 10 hours in any given week. Further, the total hours of service the City provides pursuant to this agreement shall not exceed 160 hours without written agreement from both parties. Time worked shall not include commute time between Gold Beach and Brookings and between Brookings and Gold Beach, nor shall it

include overtime. Under this agreement, Laura Lee Snook shall work with, report to, and assist David Bassett, and the Public Services Director, on this project.

II. CITY OBLIGATIONS

1. City shall perform plan review assistance for the County as outlined above.
2. City shall comply with all federal, state, and local laws, regulations, and ordinances applicable to the work under this agreement, including, without limitation, the provisions of ORS 279B.220, 279B.230, 279B.235 incorporated herein by reference and made a part hereof.
3. City shall perform the service under this Agreement as an independent contractor and shall, except as provided elsewhere in this Agreement, be exclusively responsible for all costs and expenses related to its employment of individuals to perform the work under this agreement including, but not limited to, retirement contributions, workers compensation, unemployment taxes, and state and federal income tax withholdings.
4. During the term of this agreement, Laura Lee shall remain a City employee. As such, she will be subject to supervision by the City.
5. City shall comply with ORS 656.017 and provide the required workers' compensation coverage for its subject employees.
6. City shall, at its own expense, at all times during the term of this Agreement, maintain in force a comprehensive general liability policy. The liability coverage shall be a minimum of \$2,000,000 per occurrence and \$4,000,000 in the aggregate. City shall provide County with a certificate of insurance prior to the performance of work under this agreement.
7. City shall maintain the confidentiality of documents it may come into contact with as a result of its work under this Agreement.
8. City shall bill County for services rendered. Billings shall be made no more frequently than once every two weeks.
9. The City's contact for this agreement is Laura Lee Snook, 898 Elk Drive, Brookings, Oregon, 97415.

III. COUNTY OBLIGATIONS

1. In consideration for the services to be provided under this agreement, County shall pay City the sum of \$34.65 per hour. Payment is due within 10 days of billing.

2. County certifies that sufficient funds are available and authorized (or will be available and authorized) for expenditure to finance the costs of this Agreement.
3. County shall make available to City all files, records and correspondence related to this project. If said files, records and correspondence shall be taken from the office of the County, they shall be returned upon completion of the review.
4. County shall reasonably make its facilities available to City for purposes of performing the work outlined in this agreement.
5. The County's contact under this agreement is the Public Services Director, of Curry County, 94235 Moore Street, Suite 113, Gold Beach, Oregon, 97444.

IV. GENERAL PROVISIONS

1. Except as provided herein, the term of this Agreement shall be from the date executed by both parties until June 30, 2015.
2. This Agreement may be terminated by mutual written consent of both parties.
3. Either party may terminate this Agreement with or without cause upon 30 days written notice delivered to the other party.
4. Any termination of this Agreement shall not prejudice any rights or obligations accrued to the parties prior to termination.
5. To the extent permitted by law, each Party shall indemnify, within the limits of the Oregon Tort Claims Act, the other Party against liability for damage to life or property arising from the indemnifying party's own activities under the Agreement, provided that a Party will not be required to indemnify the other party for any such liability arising out of the wrongful act of employees or agents of that other Party.
6. This Agreement constitutes the entire agreement between the Parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement will bind either Party unless in writing and signed by both Parties and all necessary approvals have been obtained. Such waiver, consent, modification or change, if made, will be effective only in the specific instance and for the specific reason given. The failure of one party to enforce any provision of this

Agreement will not constitute a waiver by the party of that or any other provision.

7. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, such invalidity shall not affect any other provisions of this Agreement, and this Agreement shall be construed as if the invalid provision had never been included in the Agreement.

CURRY COUNTY

BOARD OF CURRY COUNTY COMMISSIONERS

Susan Brown, Chair

Date

Thomas Huxley, Vice Chair

Date

David Brock Smith, Commissioner

Date

CITY OF BROOKINGS

Authorized Signature Authority

Date

Approved as to Form:

M. Gerard Herbage
Curry County Legal Counsel

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: April 13, 2015

Originating Dept: Public Works



Signature (submitted by)

City Manager Approval

Subject: Reduce Event Permit fees for the weekly Saturdays Farmers Market on Frontage Road and allow installation of a temporary “permanent” sign to be placed within the landscaped strip along Chetco Avenue and Frontage Road from July thru September that meets City sign requirements.

Recommended Action: Motion to reduce Event Permit fees for the Saturday Farmers Market to \$25 per event and allow placement of a temporary “permanent” sign within the landscaped strip along Chetco Avenue and Frontage Road from July thru September that meets City sign requirements.

Financial Impact: \$143.00 (difference from \$36 per event to \$25 per event X 13 events)

Background/Discussion: Kathleen Dickson of OtterBee’s Farm and coordinator of the Saturdays Farmers Market has submitted an Event Permit Request for use of Frontage Road on Saturdays from 10 am to 2 pm from July 1st thru September 26th. This will be the second year the Farmer Market has been in place in this location and draws local residents and travelers off Highway 101. Currently the Event Permit fee is \$36 per Saturday event. She is requesting the price be reduced to \$25 for each Saturday event and permission to install a temporary “permanent” sign to remind locals of the weekly event and draw travelers passing through town. Typically there are eight to ten vendors and she is hoping to increase that number. The City provides street barricades that she sets up and takes down each week and are stored at City Hall and last year there was no increase in the electricity use.

Attachment(s):

- a. Event Permit Request
- b. Kathleen Dickson email
- c. Proposed Sign email



CITY OF BROOKINGS EVENT PERMIT REQUEST

- ☐ Car Show
☐ Flea Market
☒ Farmer's Market - Weekly, Saturdays, 10-2, July through Sept.
☐ Parade
☐ Block Party
☐ Other: _____

July 1st thru Sept. 26th

Date(s) of event: Saturdays - July thru September

Times: 10 am - 2 pm

Name: Kathleen Dickson - Otter Bees

Address: 18821 Montbretia Lane - Brookings

Telephone: 541-813-1570 (541-661-1385 cell)

Email: otterbeesfarmandfun@aol.com

CITY PERSONNEL ONLY: Rec'd Date: <u>1-23-15</u> By: <u>W</u>				
Department	By	Date	Approved	Comment
Parks	<u>ASB</u>	<u>2-3-15</u>	<u>(Y) / N</u>	<u>Y / (N)</u>
Public Works	<u>Hill</u>	<u>1-30-15</u>	<u>(Y) / N</u>	<u>Y / (N)</u>
Fire	<u>one</u>	<u>1/28/15</u>	<u>(Y) / N</u>	<u>Y / (N)</u>
Police	<u>BP</u>	<u>1/26/15</u>	<u>(Y) / N</u>	<u>Y / (N)</u>
Admin Services	<u>(Y)</u>	<u>1-24-15</u>	<u>(Y) / N</u>	<u>Y / (N)</u>

Please sign, date, and deliver to the next Dept. If comments apply, please note on "Comments - City Use Only."
RETURN TO LAURI Z. Distributed: 1/23/15

Permit Fees:

\$468. =

1. \$36.00 Permit Fee x 13 weeks
2. \$ _____ Barricade/Cone Delivery Fee
3. \$300.00 Barricade/Cone & Sign Use Fee -- Refundable upon return.

Location of barricades/street(s) to be closed:

Frontage Road
(name of street)

between

(name of street)

and

(name of street)

This is a: ☐ New Event

☒ Annual Event - held the last 1 years

Will alcohol be served? ☐ Yes ☒ No Will alcohol be sold? ☐ Yes ☒ No If yes, must obtain Liquor License
If alcohol to be served/sold must provide diagram of serving area to be cordoned off and advise who is serving.

☒ I have spoken to and obtained permission from the neighbors who will be affected by this street closure (see reverse side for signatures, addresses & phone numbers).

☒ \$1.0 Million Certificate of Insurance provided. (Required to transfer liability for injury/damage from City to person or organization conducting the activity. Certificate must name the City of Brookings as an additional named insured.)

☒ Hold City Harmless Agreement

* Requesting fee reduction to \$25 pweek
Needs approval of City Council

Please fill out and return in person with permit fees to: City Manager's Office, City Hall, 898 Elk Drive, Brookings.

Once your request has been approved, you will be notified with dates the City of Brookings will deliver and pick up (during regular business hours) barricades, signs and cones for this event (\$300.00 use fee will be refunded upon return of these items). It is the permittee's responsibility to erect, maintain and remove barricades and cones and return them to location of delivery.

Note: Requests must be received NO LATER THAN ten (10) business days prior to the event.

City Use Only:

Copy to: ☐ Public Works ☐ Police ☐ Fire

Permit No. _____

☒ Certification of Insurance

☒ Hold Harmless Agreement

\$ _____ paid on _____ Receipt # _____

Comments: Insurance Provided

Barricade/Cone/Sign drop off date: would like same arrangement as in 2014

Barricade/Cone/Sign pick up date: use continually Barricade/Cone/Sign deposit returned: store at CH

From: Kathleen Dickson [mailto:otterbeesfarmandfungi@yahoo.com]

Sent: Tuesday, March 03, 2015 2:00 PM

To: Loree Pryce

Subject: Brookings Saturday Farmers Market - questions

Hey, Loree,

thanks for continuing to be my connection at City Hall! here are the questions I have in regards to the Brookings Saturday Farmers Market for this summer:

1) I'd like the City to consider discounting my permit fee. As it stands right now, the fee is the same as last year, \$36/week (\$468 for the 13-week season), but, as we were really good about cleaning up after ourselves last year (i.e. I don't believe the street sweeper was ever needed), and will be so again this year (plus we handle the street barricades ourselves, setting up and putting them away each week), I feel as though a discount is warranted. I'd like to propose paying \$25/week (\$325 for the season). Who do I go to about this request? (and do you think it's a reasonable request?)

2) I'd like to request permission to install a temporary "permanent" sign to be placed somewhere within the landscaped strip along highway 101 and frontage road. By permanent, I mean I'd like it to remain in place 24/7 from the start of July through the end of September. By temporary, I mean that I only want it in place during the market season - after we're done, I'd remove it until the start of the next season. I'd be happy to comply with the city's and ODOT's requirements re design, size, placement, etc. I really just want the community to get used to the idea that there's a farmers' market at that site through July, August and September. Again, who do I go to about this, and do you think it's reasonable?

that's it. according to Lauri Ziemer, I'm to get with Tony Baron for the on-site visit in early June, and I'm assuming I'll talk to Richard re the barriers at that time also (i.e. will he do what he did last year, and just leave them near the city's dumpsters for us to retrieve each week).

thanks for your enthusiasm concerning this second year of Farmers' Market in Brookings! I'll wait to hear from either you or whomever you feel can best address my two requests.

Kathleen Dickson
Brookings Saturday Farmers' Market manager

From: Lauri Ziemer [mailto:lziemer@brookings.or.us]

Sent: Monday, March 02, 2015 10:10 AM

To: Kathleen Dickson

Subject: Farmers Market Event Permit

Hi Kathleen –

Attached please find your approved Event Permit Request for [the](#) use of Frontage Road on Saturdays - July 1 thru Sept. 26th, pending receipt of fees and insurance documents.

Permit fees will be \$468. Fees and insurance documents are due 30 days before your first scheduled farmers market. Please contact Tony Baron at 541-469-1159 for the on-site visit at that time also. If you have any questions in the meantime, just let me know. Thanks, and hope you have a great event this year!

Lauri Ziemer
Public Works/Dev. Services
City of Brookings
898 Elk Drive
Brookings, OR 97415
541-469-1103



From: Kathleen Dickson [mailto:otterbeesfarmandfungi@yahoo.com]

Sent: Monday, March 30, 2015 11:54 AM

To: Loree Pryce; Donna Colby-Hanks; Lauri Ziemer

Subject: Brookings Saturday Farmers' Market - sign details...

Hey, ladies,

so, attached is a photo of the banner, per my promise last Thursday. here are the details:

1. we want to affix the banners that we used last year (with market times corrected to read "10 am to 2 pm", of course) to a hard surface (i.e. plywood, or something like that), front and back, so that the information is visible from either direction on Chetco Ave. the banners measure 2'x4', which, if I understand correctly, was the maximum size we could have and not require ODOT authorization. the new semi-permanent sign would also measure 2'x4'.
2. Donna has a Google photo of the landscaped area between Chetco and Frontage Road, with my siting preferences - basically, I want to install this "semi-permanent" double-sided sign in one of the two places where Tony Baron located a set of poles for the banners last year. the Google photo shows those two locations, marked #1 preference and #2 preference.
3. I'd like to be able to keep this double-sided sign up 24/7, from the last Monday in June through the last Saturday in September. (I plan to remove the sign at 2pm on the last Saturday in September, i.e. when the last market is over.)

thanks for your help! if I've missed explaining and/or describing anything, please let me know. I'll look forward to getting the approval of the council (and ODOT, if that's also required) in time for the first market in July.

sincerely,

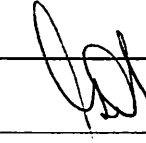
Kathleen Dickson
Brookings Saturday Farmers' Market manager

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: April 13, 2015

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: Funding for Curry Coast Community Radio

Recommended Motion:

Motion to authorize the City Manager to execute an agreement with Curry Coastal Community Radio to provide \$2,500 in transient occupancy tax funds for the purchase of radio station equipment, and that such funds would only be released upon receipt of documentation that the radio station had raised at least \$18,000 in funds and firm commitments for the purchase of said equipment.

Financial Impact:

An allocation of \$2,500 from transient occupancy tax funds budgeted for tourism promotion.

Background/Discussion:

Curry Coast Community Radio requested \$5,000 in transient occupancy tax funding to assist in its capital campaign to raise funds for equipment necessary make the radio station broadcast capable. The radio station is currently operating, but only through podcast.

The Tourism Promotion Advisory Committee considered the request at its meeting of March 19 and voted 3-1 (with one abstention) to recommend that the City provide \$2,500 to Curry Coast Community Radio (CCCR) for the acquisition of equipment. Representatives of CCCR were present at that meeting and stated that \$23,000 was needed to acquire the needed equipment, and that approximately \$6,000 had been raised to date. TPAC recommended that the \$2,500 be allocated to CCCR, but that the funds not be released until CCCR demonstrated that it had contributions or firm commitments for \$18,000.

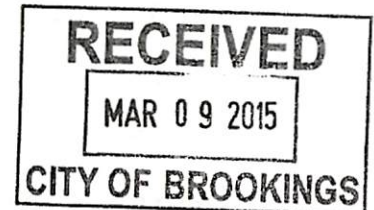
While the signal for CCCP would only extend to the immediate Brookings area, the radio station will also be trading programming with other public radio stations. Thus, programming promoting a Brookings event could be traded to a public radio station in Ashland and/or other locations with community public radio stations.

Attachment(s):

- a. Proposal from Curry Coastal Community Radio



Curry Coast Community Radio



March 9, 2015

Tourism Event Proposal
Gary Milliman, City Manager
City of Brookings Tourism
898 Elk Drive
Brookings, Oregon 97415

Dear Mr. Milliman,

Attached please find our proposal for a Tourism Event Incentive in support of our Capital Campaign. We look forward to working with the Tourism Promotion Advisory Committee to support their evaluation of this first time event.

We thank the City of Brookings for your consideration,

Sincerely,

Jan Barbas
Board of Directors

Event Title: <u>Curry Coast Community Radio Capital Campaign</u>		Amount Requested <u>\$ 5,000.00</u>	
Event Description: <u>See Attached.</u>			
Event Date/s: <u>2-1-2015 to 6-1-2015</u>			
Location: <u>See Attached.</u>		Location secured? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Event Goals: <u>See Attached.</u>			
Please explain how this event will be sustained after the first year: <u>See Attached.</u>			
Sponsors/Investors: <u>See Attached.</u>			
Budget <u>See Attached.</u>			
Income		Expenses	
Fees Collected	\$	Facility/Venue Costs	\$
Admissions	\$	Insurance	\$
Concessions	\$	Advertising	\$
	\$	Supplies	\$
	\$		\$
	\$		\$
TOTAL	\$	TOTAL	\$
Methodology for evaluating events success in terms of bringing visitors to the Brookings area: <u>See Attached.</u>			
Contact Person: <u>Jan Barbas</u>		Phone: <u>801-755-9067</u>	
Organization: <u>Curry Coast Community Radio, KCIW</u>		Address: <u>P.O.Box 565, Brookings, OR 97415</u>	
If more space is required please attach additional pages			

Event Title: Curry Coast Community Radio, KCIW, Capital Campaign. \$5000.00 Requested

Event Description: Curry Coast Community Radio is a 501c3 non-profit and is licensed by the FCC as KCIW, FM 100.7.

At present we are operating a website and a Facebook page. We produce podcasts. Podcasts are pre-recorded shows which may be streamed to a device on demand, or downloaded for later playback. Our podcasts are available on our website, kciw.org, on Stitcher Radio, and on iTunes.

We market our podcasts on Facebook with paid advertising. We have two markets established on Facebook. One is for Curry County and reaches the approximately 17,000 Facebook users within 25 miles of Brookings, Port Orford and Gold Beach. The other reaches Curry county and also Facebook users within 25 miles of Grants Pass, Medford and Ashland, a total of about 100,000 users.

Consequently, we are able to reach potential listeners in the north county and in the valley with topical and timely information. For instance, with respect to the recent 100 Year Anniversary of the Central Building Celebration we were able to provide a series of informative and interesting podcasts along with timely weather information to potential visitors.

Our Capital Campaign is designed to enable us to get on the air.

Location: Curry Coast Community Radio expects to rent studio space in Brookings, within line of sight of the city's communication tower. We expect to house our broadcast equipment on the city's tower. This use was authorized in principle by the City Council and we are in the process of negotiating a Memorandum of Understanding with the City Manager and the City's contractor, Day Wireless. All facilities will be secure.

Event Goals: Once on the air, Curry Coast Community Radio will have capability to act as a concierge for visitors, supplying event calendar information, and in depth event, activities, and area attraction coverage. As well, we are actively developing relationships with stations in the valley and expect to run cross-promotional event coverage and public service announcements with valley stations.

Curry Coast Community Radio expects that as we become established our website, our on the air presence, and our cross-promotional capability will add powerful tourism value to Brookings. We expect to become a "go to" source for coastal information for visitors from the valley, with the ability to attract winter and shoulder season visitors to Brookings by pairing meaningful event coverage with up to date weather outlooks as events draw near. As well, we expect to entice visitors to longer stays by reaching them with interesting information on local attractions during their stay.

The Capital Campaign is designed to raise \$35,603 to enable us to purchase and install our studio and broadcast equipment. We expect to be on the air within 60 days of reaching our capital campaign goal.

Sustainability: Once on the air, Curry Coast Community Radio will use fund drives and grant applications to sustain and build the station. Initial Annual ongoing operations costs are estimated at approximately \$12,000/yr. This amount should be reasonably easy to raise with our potential audience of approximately 8000 local listeners (estimated population within reception range).

Sponsors/Investors: Curry Coast Community Radio began our Capital Campaign February 1 and has received \$2500.00 in checks and pledges as of March 1. Our expectation is that if approximately half

of our needs are met by the local community, we will be able to obtain grants for the rest of our budget.

In addition to our Capital Campaign, we have 12 Founding Members. Founding Members contribute a minimum of \$250 each to our operating fund.

Budget:

Transmission Subsystem:	\$5896.48
Production Studio:	\$814.12
On-Air Studio:	\$12,589.61
Studio Preparation:	\$6093.64
Technical Support:	\$10,210.00
Total:	\$35,603.86

Methodology for evaluating event success in terms of bringing visitors to the Brookings area:

The primary measures of success will be getting the station on the air and establishing our cross-promotional programs. It is assumed that our unique ability to consistently deliver in depth event information reach here in Brookings as well as in the valley and north county will improve tourist draw, especially coupled with up to date weather information.

Research conducted by Travel Oregon indicates that a large amount of our tourist business is repeat business from the valley, which supports our view. Additional day tourist draw from the north county is also expected.


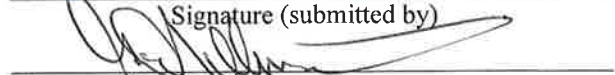
Secondary measures of success will be derived from event polling, e.g. asking visitors how if they relied on us to get information about the event and if that information influenced their decision to attend. We will use comment cards at our event booths to gather such information. We may also use cards placed in hotel rooms to gather similar information.

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: 4/13/15

Originating Dept: Parks


Signature (submitted by)

City Manager Approval

Subject: Disc Golf Course - Azalea Park

Motion: Motion to approve the development of a disc golf course at Azalea Park

Background/Discussion: Disc golf is the fastest growing sport in the United States. In the last decade, the number of courses has doubled with over half a million people who report playing regularly. Disc golf has a diverse, enthusiastic, respectful following, and golfers will travel long distances to play on a good 18-hole course. A course in Brookings would bring opportunities for hosting tournaments, attracting hundreds of visitors into the community for a weekend and undoubtedly have a positive impact on tourism and our local businesses. The McVay Rock Open disc golf tournament, held at McVay State Park in January despite wicked winter weather conditions, brought nearly one hundred players and spectators to our community, many of which patronized our hotels and restaurants.

Azalea Park offers the perfect venue for disc golf course. Using the forested area (currently beset by invasive species such as Himalayan Blackberry, English Holly, English Ivy, illegal homeless encampments, graffiti, and trash dumping) as well as other underutilized areas of the park, RARE Participant Austin Dunn has developed a preliminary design for an 18-hole disc golf course that would bring many benefits to the park and our community. The goal is to bring positive activity into these areas of the park and by doing so, push the negative and illegal activity out. Our strategy is to implement a disc golf course and complimentary multiuse trails, giving people an opportunity to use and appreciate a major asset of Azalea Park, the forest. The proposed disc golf course would be implemented and maintained by the City of Brookings, while tournaments and events would be held by local organizations, namely, the Southern Oregon Disc Golf Association and the Wild Rivers Disc Golf Club. A similar course installed at Beachfront Park in Crescent City in 2011 sees roughly 100 players each week and offers a space to host large tournaments on a regular basis. With a permanent course at Azalea Park (in addition to future courses at McVay State Park and Salmon Run Golf Course), Brookings would have the facilities to host large tournaments regularly, tapping into the booming sports tourism economy.

The Parks and Recreation Commission voted unanimously during the April meeting to forward it recommendation to Council for consideration.

Financial Impact: A preliminary estimate indicates cost to construct the tee boxes and install baskets/targets at \$13,500 without material and labor donations from businesses and community members. The project has been added to the Parks C.I.P. list for consideration in the 2015-16 FY budget.

Attachments:

- a. Proposed Course Map
- b. Proposed Budget
- c. Course Features

Proposed Disc Golf Course & Multi-Use Trail Azalea Park



Legend

◆ Safety Signage

■ Tee Pad

● Basket

— Flight Path

▲ Azaleas

Trails

— Unpaved

— Paved

--- Proposed Multi-Use



For presentation at COB City
Council Meeting 4/13/2015

Brookings GIS; adum Date: 4/7/2015

Azalea Park Disc Golf Course Budget

<u>ITEM</u>	<u>PRICE</u>	<u>x 9 holes</u>	<u>x 18 holes</u>	<u>x 21 holes</u>
<u>TARGETS</u>				
Baskets (DGA Mach 5)	\$340	\$3,060	\$6,120	\$7,140
Shipping		\$565	\$565	\$565
Additional Anchors (DGA)	\$25	\$225	\$450	\$525
Pad Lock (Abus locks)	\$25	\$225	\$450	\$525
<u>TEES</u>				
Concrete Tee Pads (5'x12'x4")	\$200	\$1,800	\$3,600	\$4,200
Gold Tee Pad Numbers	\$5	\$45	\$90	\$105
<u>SIGNAGE</u>				
Tee Signs	\$100	\$900	\$1,800	\$2,100
Course Map/Message Board	\$400	\$400	\$400	\$400
TOTAL		\$7,220	\$13,475	\$15,560

Note : We will be seeking business sponsors and donations to reduce/eliminate costs of the course to the city

Note : The preparation and installation of the course will rely on donated volunteer labor, valued at \$21.35/hr. Approximately 210 volunteer hours will be required.

210 Volunteer Hours \$21.35/hr \$4,483.50 \$4,483.50



Safety signage



Tee Signage with sponsorship



DGA Mach 5 Basket with blue powder coating



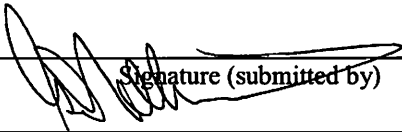
Tee Pad constructed with pavers & local materials

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: April 13, 2015

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: Funding for Fireworks

Recommended Motion:

Motion to allocate \$2,000 for the VFW Fourth of July Fireworks display from a funding source of the Council's choice.

Financial Impact:

\$2,000 from TOT or General Fund budgets.

Background/Discussion:

The City Council considered this matter at their meeting of March 9. At that meeting, the City Council took the following action:

“Councilor Pieper moved, a second followed and Council voted unanimously to allocate \$2,000 from the TPAC fund to the VFW fireworks program and schedule the item for TPAC for their input to determine which fund to take it from.”

The Tourism Promotion Advisory Committee considered this matter at their meeting of March 19 at which time they voted 3-2 not to recommend the use of Transient Occupancy Tax revenues for the fireworks funding request. The TPAC majority indicated that they did not feel this expenditure met the general criteria they use for allocating TOT funding, namely: 1) this is not a new event, 2) it is not an “off season” event, 3) it is doubtful that the event will result in more overnight visitors to the coast during a period when motels are typically operating at capacity.

The City Council has approved TOT funding for the Fourth of July Fireworks every year since the non-renewal of the tourism promotion agreement with the Brookings Harbor Chamber of Commerce. Funding has been allocated as either \$500 or \$1,000.

Attachment(s):

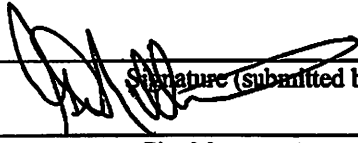
- a. March 9 Council Agenda Report.

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: March 9, 2015

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: VFW Fireworks Funding Request

Recommended Motion:

If the City Council would like to provide funding for this request: Motion to allocate an amount determined by the City Council from either the General Fund reserve or the Tourism Fund to assist the VFW in funding the Fourth of July Fireworks program for 2015.

Background/Discussion:

The Veterans of Foreign Wars Post 966 has requested that the City contribute to funding the annual Fourth of July fireworks display. This is an unbudgeted expenditure. Last year, the City Council voted to contribute \$1,000 to this event from the Tourism Fund. The Tourism Promotion Advisory Committee (TPAC) did not include funding for this event in the budget it submitted for Council approval. That budget included \$12,000 for events, of which \$12,500 has been expended. The unexpended balance in the Tourism Fund for the current fiscal year is \$20,400. While this event actually occurs in fiscal 2015-16, the VFW is seeking funds now as a part of their fundraising effort to assure that sufficient funds will be available for the event.

This has been a recurring issue for several years. The City has used funding from a variety of sources (General Fund, Transient Occupancy Tax) to contribute to this event.

Attachment(s):

- a. Letter from VFW



VETERANS OF FOREIGN WARS OF THE U.S.
CHARLES W. LINGARD MEMORIAL POST 966
2015 July 4th Fireworks Committee
P.O. Box 2475
Brookings, Oregon 97415
541-412-7214

Mr. Gary Milliman
City of Brookings
898 Elk Dr.
Brookings, OR 97415

Feb. 23, 2015

Dear Mr. Milliman:

We are once again sponsoring the annual July 4th fireworks celebration at the Port of Brookings-Harbor. This year's show will be produced by Homeland Fireworks which is well known for their pyrotechnic displays. Homeland Fireworks has promised us a longer and more exciting show this year. However, we need your urgent help to make this event happen.

We need to raise \$10,000 by March 31 just to make a down payment on the show. If you can find room in your budget to include a fireworks donation, your contribution will help us toward our goal. This is an event the community looks forward to every year. As other communities have stopped their shows for lack of funding, it is even more imperative that we continue ours. You can help ensure that doesn't happen with your generous donation.

We would like to thank you for considering this opportunity to partner with our organization for the July 4th extravaganza. If you have any questions, please feel free to contact us at the address above or at vfwpost966@gmail.com. Thank you for your support.

Respectfully,

Frederick L. Bremer
Chairman, 2015 July 4th Fireworks Committee

City of Brookings

City Council Meeting MINUTES

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

Monday, March 23, 2015

The City Council met in Executive Session at 6:30 PM, in the City Manager's office, under the authority of ORS 192.660(2)(i) to review and evaluate the employment-related performance of the City Manager who does not request an open hearing.

Call to Order

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

Roll Call

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

Staff present: City Manager Gary Milliman, City Attorney Martha Rice and City Recorder Joyce Heffington.

Others Present: Curry Coastal Pilot Report Jane Stebbins and approximately 11 others.

Ceremonies/Appointments/Announcements

Mayor Hedenskog moved, a second followed and Council voted unanimously to appoint Joseph Vogl to the Planning Commission.

Resolutions

Resolution 15-R-1053 supporting formation of a Law Enforcement District and supporting a property tax levy for Sheriff's services on the May 2015 Ballot.

Mayor Hedenskog introduced the resolution and City Manager Milliman provided a brief staff report.

Sheriff Ward discussed the Advisory Committee's process that led to the current proposed tax levy and provided budget information. He said his goal was to find a permanent funding source through formation of a law enforcement district, but the 9-member Citizen Advisory Committee quickly discovered that the process could take at least two years, and there wasn't enough time to do that considering current funding situation. He said he had told the committee what he could get by with, but the committee felt it needed to be more to avoid just be "kicking the can down the road" again. The levy the committee came up with, he said, was designed to fill the gap while a law enforcement district was being formed. Ward said the committee had determined that the proposed tax rates were fair and equitable. He said the extra patrol positions included in the budget would also help the cities as his deputies provide back up and support when needed. He added that his job was to provide law enforcement for everyone in the County and he was hoping to get Council's support.

Councilor McClain asked what the jail capacity would be if the levy passed and Ward said it was currently 25 and with stable funding, he was hoping to get it up to 35 beds. He said the jail had originally been designated a 50 bed facility but it was never

designed to support that many beds. Regulations, he said, continued to reduce the number of beds they could support; to have more beds, a new jail would be needed.

Councilor Pieper asked if the Sheriff's department received general fund monies, and Ward said the general fund pulled in \$1.4 million, and he thought that 60% of that was going toward the Sheriff's department. Pieper then asked, should the levy pass, if the funding would only be used for the Sheriff's department and if the general funds currently allocated for the Sheriff's department would stay in the general fund. Ward said that was his understanding.

Cam Lynn, Advisory Committee member, spoke in support of the levy and the formation of a law enforcement district. He said there seemed to be a strong public perception that all taxes are created equal and we are all forced to pay more and more, for less and less of a return. However, he said, this tax is both distinctive and different and should serve the citizens as a tax should. Lynn said the levy was crafted by five citizens, the three mayors and Sheriff's department staff, in public meetings. He said the proposal separates the Sheriff's department from the County and if people trust the Sheriff, then they should support the levy. Lynn said the funding from the levy would stay in the County and that he was more concerned that Curry County voters make an informed decision, as opposed to an emotional one, and take the time to consider the merits of the levy and the consequences if it doesn't pass. The services provided by the Sheriff's levy, he said, are fundamental.

Mayor Hedenskog asked Lynn to explain his sense of the committee's thinking behind not making the levy "bare bones," and Lynn said one of his concerns was that if it were bare bones, it would have to come back to the voters again. This levy, he said, is adequate to provide necessary services to do the job.

Jan Barbas, Advisory Committee member, speaking in support of the levy, said a solution was needed to replace funding that is going away. Unstable funding, he said, discourages hiring to fill openings and this levy will provide a bare bones, minimal, sustainable budget.

Susan Brown, County Commissioner, said people say they value the Sheriff's department and jail services, but 9 failed levies indicate something different is needed. She said the recent survey showed strong support for a public safety district, but she would rather wait to have that conversation until after the May election.

Barbas said, given dwindling funding, there wasn't enough time to explore other taxing options, such as a sales tax, and the committee chose a property tax because it was the only legal way to provide funding while the district formation process moves forward.

Mayor Hedenskog said the committee voted for this level of funding because they didn't have the stomach for a bare bones budget and they didn't want to do a bait and switch later on. The goal, he said, is to work towards a law enforcement district to provide a permanent source of funding. Hedenskog said if the levy doesn't pass, it would just be kicking the can down the road again and the Sheriff would have to begin laying-off employees. He said the available funds from last year's budget exist because of unfilled positions and the split rate provides that residents in the unincorporated area would provide funding for patrol deputies, which is as it should be.

Barbas said the department has enough in carryover funds to get through until November and provided a number of examples of why contingencies are necessary.

Ward pointed out that it takes approximately \$70,000 to put a deputy on the road, once you provide training, a fully equipped vehicle and other necessary equipment. Right now, he said, they get someone trained and certified and then lose them to another agency that has stable funding.

Councilor Hodges asked Ward how many road deputies he had and Ward said four road deputies and one sergeant, with two in training, one who is still in dispatch. He has 7 dispatchers, but will lose the one who will be moving to road patrol when they can hire a replacement. Hodges then asked if Ward thought three years was enough time to form a law enforcement district and Ward said he thought it would be.

Councilor Hamilton asked if the funding received for the district, if formed, would stay with the district. Barbas said the district might choose to contract with the County for payroll or HR or accounting or other services, as it does now, however the funding would belong to the district, not the County, and there would be a citizen advisory group that would help with recommendations.

Hamilton then asked why the budget showed a different level of revenue each year and Barbas said the figures reflect an estimated annual increase in assessed property values and added that costs also go up each year.

Mayor Hedenskog asked what would happen if more money was assessed than needed and Barbas said the committee would recommend a reduction of the levy to the Commissioners and added that the level of service was important to him.

Councilor Hodges said a split rate is more acceptable to him, but the citizens want to know if a tax district would have an even higher tax than what is being proposed. He also asked if the Commissioners could raise or lower the rates.

Barbas said the proposed rates could not be increased except by the voters, but they can be lowered. As to the formation of a district, he said, that will come to a vote at the end of the process. Barbas said the levy would provide a trial period for the citizens and the Sheriff and added that the levy is less than Sheriff Bishop's original request.

Connie Hunter, Brookings, spoke in support of the proposal and said she was proud of Council and staff for providing the community with a stable environment. She said the Advisory Committee's vision and open process had helped bring her along with the proposal.

Councilor Hodges asked about combining the two 9-1-1 Centers and Ward said he was not against consolidation, but it needed to be fair and equitable. Consolidation, he said, would not fix the current situation as it would only represent \$300,000 to 500,000 in a budget of \$12-\$13 million and dispatch staff currently handled a number of tasks for the jail.

Milliman said consolidation can work but it was difficult to really look at a complex situation like this when you're trying to find funding. Ward added that it would also take buy-in from multiple agencies and Milliman concurred.

Councilor Hodges said it was hard to explain when \$700,000 was talked about as "slush" funds.

Ward said he would never refer to it as "slush" and the department would be held accountable for every penny.

Councilor Hodges asked why the deputies weren't working at night when violent crimes occur and Ward said they received a lot of calls during the day and the department is unable to get through what they have. He said they had limited staff during the day as it is.

Mayor Hedenskog said the Advisory Committee was committed to reducing the levy if it produced more funding than was needed.

Ward provided a number of 2014 department statistics and said he gets discouraged when he can't do what needs doing; he should be working on how to protect the citizens, not how to get funds. He said in the middle of the night when he gets a call, he doesn't hesitate to send someone out, because that's the job and he wants to be able to provide the best services to the community.

Councilor Hamilton said if the Sheriff needs \$5 million to do the job, then that should be the message that is delivered to the public.

Councilor McClain thanked Sheriff Ward for hitting the ground running and said he appreciated his not using scare tactics. He said road funds are for roads and he didn't want to use them to fund the Sheriff's department. There isn't enough funding to run the County and the Sheriff's department, McClain said, and it was not his job to tell the County how to manage their funds. As a Councilor, he said, it was his job to look out for the citizens. The current split, he said, is what he had calculated it would need to be initially. McClain said he liked the way it was done, he thought it was fair and he supported putting the question to the voters.

Councilor Pieper said running the Sheriff's department should not be about money, but the most important thing right now is to put something before the voters that was bare bones, which this was not. He said people are asking for bare bones and that has yet to be proposed. He said he wondered if the reason that a bare bones hasn't been proposed is that if a bare bones budget passed, and the sky didn't fall, then it would be hard to get more money later on. He said the really serious issue that will probably mean it doesn't pass, is that there's nothing in it to reduce the amount if more is collected than is needed.

Councilor Hodges said he fully supported the Sheriff and his department but was disappointed that there wasn't more out of the box thinking. He said it comes down to money and he hoped it would go through but there was a lot of work to be done with the public. He said he appreciated that it wasn't bare bones; he didn't want it to have to come back later.

Councilor Hamilton said this was more in line with what the levy should be and he supported the Sheriff, the levy and the law enforcement district concept, but there were a lot of people who wouldn't vote for any tax. He said he was thankful for what we do have.

Mayor Hedenskog said this was a problem that had to be solved before the Sheriff had to start laying off, and this was an opportunity to do it now without having to come back even higher later on. He commended Ward for taking on the job given the current situation.

Cam Lynn said the reason for asking for an adequate level of funding and not bare bones funding was because adequate can be defined, but everyone defines bare bones differently.

Councilor Pieper said he disagreed; adequate is easier to define and the amount changes each time a levy comes up. Some funding, he said, is better than none. The question, he said, is, "What will the voters support?"

Barbas said each time the question had been put to the voters it was less, yet even at 69 cents it didn't pass. What's different this time, he said, is the amount of funding would be adequate and minimum. The Sheriff being able to go home and sleep at night is adequate, he said. The committee did this right; this is an honest, minimal, adequate and sustainable budget, he added.

Councilor McClain said Council needed to look at what was in the best interest of Brookings citizens; they were not there to put forward their personal opinion.

Councilor Pieper said if they are looking at total annihilation of the department, then it's in the citizen's best interest to have a passable levy.

Councilor Hodges said he would vote to get it on the ballot and quit kicking the can down the road.

Mayor Hedenskog moved, Councilor McClain seconded the motion and Council voted, 4 – 1, to adopt Resolution 15-R-1053 [supporting a property tax levy for Sheriff's services on the May 2015 Ballot and formation of a Law Enforcement District], with Mayor Hedenskog and Councilors McClain, Hamilton and Hodges voting "Yes," and Councilor Pieper voting "No."

Resolution 15-R-1052, authorizing submission of a grant for park improvement projects at Azalea Park.

City Manager Milliman provided the staff report.

Councilor Pieper moved, a second followed and Council voted unanimously to adopt Resolution 15-R-1052, authorizing submission of a Local Government Grant application for park improvement projects [ball field rehabilitation] at Azalea Park.

Staff Reports

Authorization to execute all easements in connection to the Airport Infrastructure Project.

City Manager Milliman presented the staff report.

Councilor McClain asked if it was normal for County's to charge for easements like this and Milliman said it was not, particularly since the County in this case was a co-applicant on the grant.

McClain said he was reluctantly going to vote for this, but he wanted people to know how badly the County was "sticking it to the City, and purely out of spite."

Councilor McClain moved, a second followed and Council voted unanimously to authorize the City Manager to execute all necessary easements between

the City, Curry County, South Coast Lumber Company and Chetco Resources in connection with the Airport Infrastructure Project.

Authorization to waive park use fees for the Elks Lodge Annual Easter Egg Hunt.

City Manager Milliman gave the staff report.

Mayor Hedenskog moved, a second followed and Council voted unanimously to waive park use fees for the Elks [Lodge Annual Easter Egg Hunt].

Consent Calendar

1. Approve Council minutes for March 23, 2015.
2. Receive monthly financial report for February, 2015.

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

Remarks from Mayor and Councilors

Mayor Hedenskog commended the Curry Coastal Pilot on the annexation editorial and said his rain gauge posted over 9 inches for the month and he didn't think Brookings was having a drought.

Councilor Hamilton commended the community on the great effort made to rescue the youth who stranded over the weekend.

Adjournment

Mayor Hedenskog moved, a second followed and Council voted unanimously by voice vote to adjourn at 9:08 PM.

Respectfully submitted:

ATTESTED:

this _____ day of _____
2015:

Ron Hedenskog, Mayor

Joyce Heffington, City Recorder



OREGON LIQUOR CONTROL COMMISSION LIQUOR LICENSE APPLICATION

PB

Application is being made for:

LICENSE TYPES

- ☐ Full On-Premises Sales (\$402.60/yr)
- ☐ Commercial Establishment
- ☐ Caterer
- ☐ Passenger Carrier
- ☐ Other Public Location
- ☐ Private Club
- ☐ Limited On-Premises Sales (\$202.60/yr)
- ☒ Off-Premises Sales (\$100/yr)
- ☐ with Fuel Pumps
- ☐ Brewery Public House (\$252.60)
- ☐ Winery (\$250/yr)
- ☐ Other: _____

ACTIONS

- ☐ Change Ownership
- ☒ New Outlet
- ☐ Greater Privilege
- ☐ Additional Privilege
- ☐ Other _____

90-DAY AUTHORITY

☒ Check here if you are applying for a change of ownership at a business that has a current liquor license, or if you are applying for an Off-Premises Sales license and are requesting a 90-Day Temporary Authority

APPLYING AS:

- ☐ Limited Partnership ☐ Corporation ☒ Limited Liability Company ☐ Individuals

CITY AND COUNTY USE ONLY

Date application received: 4-7-15

The City Council or County Commission:

(name of city or county)

recommends that this license be:

☐ Granted ☐ Denied

By: _____
(signature) (date)

Name: _____

Title: _____

OLCC USE ONLY

Application Rec'd by: [Signature]

Date: 3/31/15

90-day authority: ☐ Yes ☐ No

1. Entity or Individuals applying for the license: [See SECTION 1 of the Guide]

① DG Retail, LLC ③ _____
② _____ ④ _____

2. Trade Name (dba): Dollar General Store #15484

3. Business Location: 1300 Easy Street Brookings Curry OR 97415
(number, street, rural route) (city) (county) (state) (ZIP code)

4. Business Mailing Address: 100 Mission Ridge Goodlettsville, TN 37072
(PO box, number, street, rural route) (city) (state) (ZIP code)

5. Business Numbers: 615-855-4000 877-364-4130
(phone) (fax)

6. Is the business at this location currently licensed by OLCC? ☐ Yes ☒ No

7. If yes to whom: _____ Type of License: _____

8. Former Business Name: _____

9. Will you have a manager? ☒ Yes ☐ No Name: Kevin Wagner
(manager must fill out an Individual History form)

10. What is the local governing body where your business is located? City of Brookings
(name of city or county)

I understand that if my answers are not true and complete, the OLCC may deny my license application.

Applicant(s) Signature(s) and Date:

① [Signature] Date 3/25/15 ③ _____ Date _____
② _____ Date _____ ④ _____ Date _____

CITY OF BROOKINGS POLICE DEPARTMENT

Chris Wallace, Chief of Police



To: Brookings City Council through City Manager Gary Milliman
From: Lieutenant Donny Dotson
Date: 04/08/2015
Subject: Liquor License Application

The Brookings Police Department found no **local** disqualifying information prohibiting **Steven Deckard, John Garratt, Robert Stephenson, Kevin Wagner** and **Lawrence Gatta** with their attached **New Outlet** liquor license application. The business "**Dollar General**" is located at 1300 Easy Street, Brookings, Oregon. It is the recommendation of the Brookings Police Department the above mentioned applicants be granted their request with final approval coming from the **Oregon Liquor Control Commission**.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Donny Dotson".

Lt. Donny Dotson
Brookings Police Department

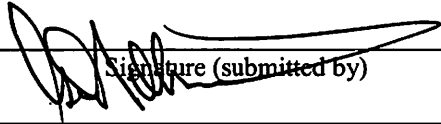


CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: April 13, 2015

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: Amended Household Hazardous Waste Intergovernmental Agreement

Recommended Motion:

Motion to authorize City Manager to execute Contract Amendment #2, for Intergovernmental Agreement for Implementation of Coos and Curry Counties Household Hazardous Waste Management Plan adding the City of North Bend as a member.

Financial Impact:

None.

Background/Discussion:

The City of Brookings is a participant in an Intergovernmental Agreement (IGA) for Household Hazardous Waste program management. The City of North Bend has recently voted to join the IGA. An amendment to the IGA is needed to accept North Bend.

Attachment(s):

- a. Contract Amendment #2, for IGA Household Hazardous Waste Management Plan

**CONTRACT AMENDMENT #2
INTERGOVERNMENTAL AGREEMENT FOR IMPLEMENTATION OF COOS AND
CURRY COUNTIES HOUSEHOLD HAZARDOUS WASTE MANAGEMENT PLAN**

This Intergovernmental Agreement Amendment #2 is entered into on the date last set forth below by and between Coos and Curry Counties, political subdivisions of the State of Oregon, acting by and through their respective Board of Commissioners, and the Cities of Bandon, Brookings, Coos Bay, Coquille, Gold Beach, Lakeside, Myrtle Point, and Port Orford, acting by and through their elected officials, city managers or administrators (collectively referred to as "Cities").

WHEREAS, Coos and Curry Counties and Cities have a Intergovernmental Agreement for implementation of Coos and Curry Counties Household Hazardous Waste Management Plan, dated April 05, 2011, and filed at 2011 C&A #77 in the Records of the Coos County Clerk; and

WHEREAS, Coos and Curry Counties and Cities have an Amendment to the original Intergovernmental Agreement for implementation of Coos and Curry Counties Household Hazardous Waste Management Plan, adding the City of Lakeside as a participant, and filed with the County Clerk on January 22, 2015 as CJ 2015-000030 in the Records of the Coos County Clerk; and

WHEREAS, the parties desire to amend the Intergovernmental Agreement to include the City of North Bend as a participant in the Household Hazardous Waste Program;

WHEREAS, the Household Hazardous Waste Management Steering Committee approved the amendment on March 3, 2015;

NOW, THEREFORE, IT IS HEREBY AGREED that the Intergovernmental Agreement shall be amended and reformed as follows:

**INTERGOVERNMENTAL AGREEMENT FOR IMPLEMENTATION OF THE COOS AND
CURRY COUNTIES HOUSEHOLD HAZARDOUS WASTE MANAGEMENT PLAN**

This Intergovernmental Agreement is entered into on the date last set forth below by and between Coos and Curry Counties, political subdivisions of the State of Oregon, acting by and through their respective Board of Commissioners and the Cities of Bandon, Brookings, Coos Bay, Coquille, Gold Beach, Lakeside, Myrtle Point, Port Orford, and **North Bend**, acting by and through their elected officials, city managers or administrators (collectively referred to as "Cities").

15. NOTIFICATION. All notices required to be given or authorized to be given hereunder shall be in writing and either personally delivered or sent by certified United States mail to the other Party at the address shown below.

Coos County:
Cheryl Westgaard, Business Operations
Manager, Solid Waste Department
250 N. Baxter
Coquille, OR 97423

City of Coquille:
Ben Marchant, City Manager
851 N. Central Blvd.
Coquille, OR 97423

Curry County:

M. Gerard Herbage, County Counsel
Curry County Office of Legal Counsel
94235 Moore Street, Suite 123
Gold Beach, Oregon 97444

City of Gold Beach

Jodi Fritts-Matthey, City Administrator
29592 Ellensburg Ave.
Gold Beach, OR 97444

City of Bandon:

Chris Good, City Manager
P.O. Box 67
Bandon, OR 97411

City of Myrtle Point:

Darin Nicholson, City Manager
424 Fifth Street
Myrtle Point, OR 97458

City of Brookings:

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

City of Port Orford:

Terrie Richards, City Administrator
P.O. Box 310
Port Orford, OR 97465

City of Coos Bay:

Rodger Craddock, City Manager
500 Central Avenue
Coos Bay, OR 97420

City of Lakeside:

Curtis Kelling, City Recorder/Manager
P.O. Box L
915 North Lake Road
Lakeside, OR 97449

City of North Bend:

Terence O'Connor
P.O. Box B
North Bend, OR 97459

AND IT IS FURTHER AGREED that in all other respects the terms and conditions of the original contract and amendments thereto shall continue in full force and effect;

AND IT IS FURTHER AGREED, that this Amendment may be executed in counterparts and by the different parties hereto on separate counterparts, each of which when so executed and delivered shall be an original, but all of which shall together constitute one and the same instrument.

**COOS COUNTY
BOARD OF COMMISSIONERS**

Chair

Commissioner

Commissioner

Date

**CURRY COUNTY
BOARD OF COMMISSIONERS**

Chair

Commissioner

Commissioner

Date

SIGNATURES CONTINUE ON NEXT PAGE

City of Bandon

Signature

Date: _____

Print Name, Title

City of Coos Bay

Signature

Date: _____

Print Name, Title

City of Coquille

Signature

Date: _____

Print Name, Title

City of Gold Beach

Date: _____

Signature

Print Name, Title

City of Myrtle Point

Date: _____

Signature

Print Name, Title

SIGNATURES CONTINUE ON NEXT PAGE

City of Port Orford

Signature

Date: _____

Print Name, Title

City of Brookings

Signature

Date: _____

Print Name, Title

City of Lakeside

Signature

Date: _____

Print Name, Title

City of North Bend

Signature

Date: _____

Print Name, Title

MINUTES
BROOKINGS PARKS AND RECREATION COMMISSION
January 22, 2015

CALL TO ORDER

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

ROLL CALL

Present: Commissioners Tom Bozack, Trace Kather, Garth Richey, Don Vilelle and Chair Patricia Brown. Commissioners welcomed new Commissioner Tom Bozack.

Also present: Parks/Tech Services Supervisor Tony Baron and several members of the public.

APPROVAL OF MINUTES

A. Motion made to approve the minutes of October 16, 2014 as written; motion seconded and Commission voted; the motion carried unanimously.

PUBLIC APPEARANCES

Tony Parrish provided an update on the Lower Stout Park project, providing their balance sheet and advising that they have changed their plans on the well and will instead install a fountain opposite the bench/picnic table area. Also provided commission with a schedule for the Stout Mountain Railway and details on their upcoming events. He advised the Railway is still recovering from last year's vandalism and said the area continues to be littered with cigarette butts. He would like to see Stout Park smoke free and encouraged commissioners to visit the park and see how much litter is there.

REGULAR AGENDA

A. Azalea Park Foundation – Scott Clapson, liaison for the Azalea Park Foundation presented the Community Garden project proposal. Patt questioned if anyone has shown interest in using the volleyball courts, Tony advised that no one has used the courts for several years and the Port has expressed interest in establishing courts on their property. Don questioned if they had enough participants to keep the garden program running for long term, Scott believes they had enough members to support the project and Tony believes there will be enough collaboration through the Master Gardeners, the Garden Club, and the foundation to sustain it for several years. **Motion made by Garth Richey to recommend to City Council the development of the Azalea Park Community Garden in the location of the sand volleyball courts at Azalea Park; motion seconded and Commission voted; the motion carried unanimously.** Matter forwarded to the City Council.

INFORMATION UPDATES/DISCUSSION ITEMS

A. City Hall, Courtyard Maintenance – Judy Seyle, Garden Club Representative discussed overgrown and inappropriate plants in the courtyard of City Hall and suggested maintenance on some of the plants. The Garden Club has a contract with the City for maintenance of the area and has authority to maintain/remove plants as necessary.

B. Azalea Park, Proposed Frisbee Golf Course – Austin Dunn presented proposal for a Disc Golf Course in Azalea Park advising that the sport attracts visitors to the area, promotes physical activity, would revitalize the park and is a popular tournament event. Ron Cole of Crescent City advised that the disc course in Crescent City is quite popular, a new course has been approved at McVay Rock State Park, and Salmon Run Golf Course is in the stages of approving a course also. He has gone over the proposed course in Azalea Park and thinks it would work. Typically there is no charge to play on a disc golf course, Salmon Run Golf Course will be charging \$5 green fees, but when tournaments are held they could collect participation tournament fees. Tony advised a parking lot on Lundeen Lane is being reviewed. One of the cons of disc golf is bystanders getting

hit by a disc, Mr. Cole advised that with promoting proper disc golfer education, behavior and signage there has been only four instances of people being hit by a disc and only one complaint filed in Crescent City. Don questioned if the disc golf community is known to like alcohol, and was advised that yes they do, and breweries are main sponsors of many tournaments. Disc course maintenance is minimal as disc golfers like fairways to be natural, overgrown vegetation is cleared as needed. Regular park trash collection the only regular maintenance needed. Tony believes more presence in the park might detour some of the vandalism. Shane Stevens, of the Southern Oregon Disc Golf Association advised that the tournament they had this past weekend was very successful and brought many out of area visitors. Ryan LaThorpe of the Southern Oregon Disc Golf Association and owner of In Motion Graphics advised that he has started selling discs and had to reorder several times. Believes disc golf would be a great activity for local students and that other than purchasing discs is free and affordable. Tony encouraged commissioners to forward any questions to him, matter to be continued to next meeting as an agenda item for further commission consideration.

C. Capital Improvement List – Tony provided the 2015-16 FY project list from the parks master plan. Requested Commissioners to prioritize and determine which projects they would like to see accomplished in the next fiscal year and return to him before the next meeting. Advised that Stout Park is experiencing a large amount of vandalism and wondered if they should wait to increase picnic/bench areas in that park. Smoking and litter possibly from students continues to be a problem, and past attempts to make parks non-smoking is not easy to enforce and have not been approved. Unleashed dog park area is still being planned as an Eagle Scout project later this year. Hopes more positive activity in this park may cut down on litter and vandalism.

D. Azalea Park, Native Azaleas – Tony advised he has been in contact with Dick Cavender from Portland and that he is familiar with our region and Azalea Park and he has agreed to assist in formulating a plan to prune and manage the native Azaleas in Azalea Park and Stout Park. He will be visiting the area in mid March when he will be able to do an assessment and help identify the azaleas conditions and develop a plan for their care which the local Master Gardeners would help to formulate and educate work parties in the future on the process of pruning and managing the azaleas.

STAFF REPORTS

Next meeting rescheduled for Thursday, March 19th to coincide with the visit from Dick Cavender on the azaleas.

COMMISSIONER REPORTS/COMMENTS

Commissioner Richey – advised this was his last meeting as he is retiring from the commission and thanked everyone for the work they contribute

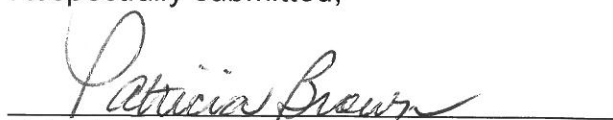
Commissioner Bozack – thanked the City for his appointment and is looking forward to his time on the commission. He believes improvements to the parks will only add to the City.

Chair Brown- is encouraged that the Azalea Park Foundation is regrouping and taking on projects.

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 8:31 pm.

Respectfully submitted,



Patricia Brown, Chair

(Approved at March 19, 2015 meeting)

TOURISM PROMOTION ADVISORY COMMITTEE (TPAC) MINUTES
Thursday – February 19, 2015

CALL TO ORDER

Meeting called to order at 4:07 PM

1. ROLL CALL

Present: Committee members Barbara Ciaramella, Candice Michel, Bob Pieper, Skip Watwood, Joe Willett, Chair Tim Patterson

Absent: City Manager Gary Milliman

2. APPROVAL OF MINUTES

Motion made to approve the minutes of January 15, 2015; motion seconded and Commission voted; the motion carried unanimously.

3. PUBLIC COMMENT - None

4. ACTION ITEMS

- a. **Rob Spooner – Mile by Mile Guide** – unable to attend.
- b. **Brookings Brochure** – Barbara suggested going with Certified Folder Display that includes rack card design, production and shipping; committee did not want to commit to 50,000 the first year and suggested going with 25,000 so they do not become outdated if they have a calendar of events. Discussed distribution options, members wanted more time to decide which distribution areas to cover. **Motion made by Candice Michel to move forward with the development and production of 25,000 event rack cards, to recommend to City Council to allocate not more than \$5000 for their production and distribution, and to direct staff to assist in the development of the rack card; motion seconded and Commission voted, five ayes with Joe Willett abstaining; the motion carried.**

5. INFORMATIONAL ITEMS

- a. **Event Tent Reallocation** – City Council approved reallocation of the event tent funds as TPAC recommended. Tim advised that the Ports' Crab Festival was a success and well attended. They rented several tents for the event and will have to again next year.
- b. **TPAC Budget and Internet Hit Info** – reviewed budget and website internet hits. Joe advised the radio budget has been spent as of January. Joe commented that Brookings is not included in the Base Camp website and feels businesses in the area are missing a great opportunity. Tim questioned if the Chamber did get the contract to operate the Visitor Center, if it should be an issue with TPAC. Bob said yes, because they only support businesses that are members of the Chamber. Skip felt that most tourists use the internet to locate businesses and services and did not think it was an issue. Tim suggested TPAC hire a contractor to provide internet educational/ advertising assistance for businesses to get on social media networks for advertising themselves.

Barbara advised she recently visited a Eureka Visitor Center that has a new concept, as it is privately owned and paperless. They have a business selling drinks; businesses post calendars, flyers and posters, ipads are available for tourist use and one wall is all big screens.

6. SCHEDULE NEXT MEETING - Next meeting scheduled for March 19 at 4:00 pm.

7. ADJOURNMENT - no further business before the Committee, the meeting adjourned at 5:04 pm.

Respectfully submitted,



Tim Patterson, Chair
(approved at March 19, 2015 meeting)

Report Criteria:

Report type: Summary

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
03/15	03/05/2015	74718	1190	Mike Batty	20-00-2005	139.00
03/15	03/05/2015	74719	5446	Brentwood Industries Inc	25-00-2005	713.50
03/15	03/05/2015	74720	313	Brookings Vol Firefighters	10-00-2005	2,250.00
03/15	03/05/2015	74721	715	Budge McHugh Supply	20-00-2005	4,615.77
03/15	03/05/2015	74722	528	Caselle, Inc	25-00-2005	889.33
03/15	03/05/2015	74723	3834	Clean Sweep Janitorial Service	20-00-2005	935.00
03/15	03/05/2015	74724	1745	Coastal Paper & Supply, Inc	10-00-2005	60.10
03/15	03/05/2015	74725	586	Cole-Parmer Instrument Co	25-00-2005	95.83
03/15	03/05/2015	74726	183	Colvin Oil Company	25-00-2005	4,017.23
03/15	03/05/2015	74727	182	Coos-Curry Electric	10-00-2005	26,469.87
03/15	03/05/2015	74728	566	Curry County Assessor	10-00-2005	200.00
03/15	03/05/2015	74729	317	DCBS - Fiscal Services	10-00-2005	43.49
03/15	03/05/2015	74730	1	Blue Chip Properties	20-00-2005	244.96
03/15	03/05/2015	74731	1	Ken Murphy	20-00-2005	37.48
03/15	03/05/2015	74732	1	Bert & Mary Nolan	20-00-2005	217.30
03/15	03/05/2015	74733	3342	Fastenal	20-00-2005	21.60
03/15	03/05/2015	74734	5065	Gold Beach Lumber	20-00-2005	119.99
03/15	03/05/2015	74735	269	Grainger	25-00-2005	98.17
03/15	03/05/2015	74736	1130	H.D. Fowler	20-00-2005	1,547.88
03/15	03/05/2015	74737	199	Richard Harper	10-00-2005	400.00
03/15	03/05/2015	74738	1856	Helmets R US	61-00-2005	5.00
03/15	03/05/2015	74739	162	Kerr Hardware	10-00-2005	681.16
03/15	03/05/2015	74740	328	Les Schwab Tire Center	20-00-2005	753.40
03/15	03/05/2015	74741	4269	Milliman, Gary	10-00-2005	67.50
03/15	03/05/2015	74742	283	Muffler & More	20-00-2005	179.95
03/15	03/05/2015	74743	424	Munnell & Sherrill	25-00-2005	22.66
03/15	03/05/2015	74744	4443	Napa Auto Parts	20-00-2005	18.96
03/15	03/05/2015	74745	279	One Call Concepts, Inc	25-00-2005	95.04
03/15	03/05/2015	74746	4794	Pacific Rim Copy Center	15-00-2005	885.75
03/15	03/05/2015	74747	5101	Pitney Bowes Reserve Acct	10-00-2005	500.00
03/15	03/05/2015	74748	322	Postmaster	25-00-2005	850.00
03/15	03/05/2015	74749	187	Quality Fast Lube & Oil	20-00-2005	42.13
03/15	03/05/2015	74750	207	Quill Corporation	10-00-2005	873.24
03/15	03/05/2015	74751	387	Radio Shack	10-00-2005	36.99
03/15	03/05/2015	74752	3309	Roberts & Associates	15-00-2005	180.00
03/15	03/05/2015	74753	1840	Rogue Federal Credit Union	25-00-2005	1,140.72
03/15	03/05/2015	74754	582	South Coast Office Supply	10-00-2005	106.09
03/15	03/05/2015	74755	380	Stadelman Electric Inc	20-00-2005	3,112.40
03/15	03/05/2015	74756	2125	State of OR Water Resource Dp	20-00-2005	85.00
03/15	03/05/2015	74757	990	UPS	25-00-2005	102.96
03/15	03/05/2015	74758	906	Valley River Inn	20-00-2005	342.00
03/15	03/05/2015	74759	2122	Cardmember Service	10-00-2005	4,338.68
03/15	03/05/2015	74760	169	Waste Connections Inc	10-00-2005	3,612.15
03/15	03/05/2015	74761	4131	Zumar Industries Inc	15-00-2005	365.57
03/15	03/12/2015	74762	4734	Aramark Uniform Services	10-00-2005	95.24
03/15	03/12/2015	74763	817	Auto Additions, Inc	10-00-2005	220.38
03/15	03/12/2015	74764	5188	Bauer Auto Body & Paint	10-00-2005	1,060.90
03/15	03/12/2015	74765	4939	BI- Mart Corporation	25-00-2005	211.20
03/15	03/12/2015	74766	5004	Blumenthal Uniforms & Equipment	61-00-2005	93.95
03/15	03/12/2015	74767	416	Brookings Lock & Safe Inc	20-00-2005	70.00
03/15	03/12/2015	74768	5070	Canon Solutions America	10-00-2005	514.00
03/15	03/12/2015	74769	3015	Charter Communications	30-00-2005	579.90
03/15	03/12/2015	74770	5436	Civil West Engineering Services Inc	56-00-2005	5,284.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
03/15	03/12/2015	74771	822	Coast Auto Center	10-00-2005	105.00
03/15	03/12/2015	74772	3844	Donna Colby-Hanks	10-00-2005	71.22
03/15	03/12/2015	74773	182	Coos-Curry Electric	15-00-2005	281.93
03/15	03/12/2015	74774	5118	Cruise Master Prisms INC	10-00-2005	284.85
03/15	03/12/2015	74775	173	Curry Equipment	10-00-2005	1,206.89
03/15	03/12/2015	74776	166	Dan's Auto & Marine Electric	15-00-2005	434.50
03/15	03/12/2015	74777	185	Del Cur Supply	10-00-2005	313.95
03/15	03/12/2015	74778	1	Vesna Ajic	20-00-2005	104.56
03/15	03/12/2015	74779	1	William & Diana Baugh	20-00-2005	6.91
03/15	03/12/2015	74780	1	Coastal Country Prop Mgmt	20-00-2005	73.71
03/15	03/12/2015	74781	1	Amy Maynes	20-00-2005	36.51
03/15	03/12/2015	74782	4876	D'sineZ	10-00-2005	118.80
03/15	03/12/2015	74783	5125	Jordan Fanning	20-00-2005	138.00
03/15	03/12/2015	74784	3342	Fastenal	25-00-2005	215.98
03/15	03/12/2015	74785	153	Ferrellgas	25-00-2005	1,293.98
03/15	03/12/2015	74786	298	Freeman Rock, Inc	20-00-2005	452.42
03/15	03/12/2015	74787	4646	Frontier	10-00-2005	663.84
03/15	03/12/2015	74788	2592	GFS Chemicals Inc	20-00-2005	203.15
03/15	03/12/2015	74789	269	Grainger	20-00-2005	64.45
03/15	03/12/2015	74790	198	Grants Pass Water Lab	20-00-2005	294.00
03/15	03/12/2015	74791	1130	H.D. Fowler	20-00-2005	12,046.67
03/15	03/12/2015	74792	139	Harbor Logging Supply	25-00-2005	253.10
03/15	03/12/2015	74793	2814	Ron Hedenskog	10-00-2005	12.19
03/15	03/12/2015	74794	5179	Heritage Research Associates, INC	57-00-2005	8,246.65
03/15	03/12/2015	74795	4171	In-Motion Graphics	61-00-2005	57.29
03/15	03/12/2015	74796	4954	John Deere Financial	15-00-2005	825.36
03/15	03/12/2015	74797	5447	John's Portable Welding	25-00-2005	660.00
03/15	03/12/2015	74798	328	Les Schwab Tire Center	10-00-2005	544.80
03/15	03/12/2015	74799	4498	Mauldin Electric	10-00-2005	718.00
03/15	03/12/2015	74800	4487	Net Assets Corporation	10-00-2005	240.00
03/15	03/12/2015	74801	3561	Oil Can Henry's	10-00-2005	139.00
03/15	03/12/2015	74802	5008	Online Information Services	10-00-2005	98.00
03/15	03/12/2015	74803	5390	O'Reilly Automotive, Inc	25-00-2005	58.06
03/15	03/12/2015	74804	798	Dan Palicki	61-00-2005	1,807.18
03/15	03/12/2015	74805	5165	PPI Group	20-00-2005	995.00
03/15	03/12/2015	74806	207	Quill Corporation	10-00-2005	600.80
03/15	03/12/2015	74807	387	Radio Shack	10-00-2005	5.99
03/15	03/12/2015	74808	582	South Coast Office Supply	25-00-2005	79.50
03/15	03/12/2015	74809	5448	Stover Engineering	54-00-2005	1,210.00
03/15	03/12/2015	74810	2738	Taser International	61-00-2005	237.95
03/15	03/12/2015	74811	5429	The Riverhouse Hotel	10-00-2005	118.56
03/15	03/12/2015	74812	797	Town & Country Animal Clinic	61-00-2005	306.00
03/15	03/12/2015	74813	5398	University of Oregon	15-00-2005	5,500.00
03/15	03/12/2015	74814	432	USA Bluebook	25-00-2005	581.37
03/15	03/12/2015	74815	861	Village Express Mail Center	10-00-2005	10.31
03/15	03/12/2015	74816	108	VWR International Inc	25-00-2005	292.75
03/15	03/12/2015	74817	169	Waste Connections Inc	25-00-2005	774.05
03/15	03/12/2015	74818	4135	Jim Watson	10-00-2005	34.00
03/15	03/12/2015	74819	151	Western Communications, Inc.	25-00-2005	235.00
03/15	03/12/2015	74820	5011	Xylem Water Solutions USA, INC	25-00-2005	1,051.81
03/15	03/19/2015	74821	4363	Black & Rice LLP	10-00-2005	561.25
03/15	03/19/2015	74822	3622	Boardwalk Mail Services	25-00-2005	21.81
03/15	03/19/2015	74823	4193	C & K Market, Inc	10-00-2005	48.34
03/15	03/19/2015	74824	212	Chem Quip Inc	25-00-2005	2,244.64
03/15	03/19/2015	74825	5336	Chetco Community Public Library	15-00-2005	15.00
03/15	03/19/2015	74826	4928	CIS Trust	10-00-2005	16,267.67

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
03/15	03/19/2015	74827	822	Coast Auto Center	20-00-2005	101.08
03/15	03/19/2015	74828	183	Colvin Oil Company	25-00-2005	3,060.07
03/15	03/19/2015	74829	5450	Complete Wireless Technologies	10-00-2005	325.00
03/15	03/19/2015	74830	1357	Curry County Clerk	10-00-2005	134.00
03/15	03/19/2015	74831	5363	David C. Smith & Associates, INC	20-00-2005	10,585.00
03/15	03/19/2015	74832	5382	Davis Wright Tremaine LLP	10-00-2005	7,516.58
03/15	03/19/2015	74833	1	Brad Baines	20-00-2005	153.24
03/15	03/19/2015	74834	1	Nancy Meyer	20-00-2005	18.50
03/15	03/19/2015	74835	1	Bud & Joann Orange	20-00-2005	27.41
03/15	03/19/2015	74836	2640	Dyer Partnership Inc., The	53-00-2005	7,491.00
03/15	03/19/2015	74837	3342	Fastenal	20-00-2005	567.79
03/15	03/19/2015	74838	5432	First Community Credit Union	25-00-2005	812.99
03/15	03/19/2015	74839	529	Flora Pacifica Inc	75-00-2005	2,244.00
03/15	03/19/2015	74840	269	Grainger	25-00-2005	24.65
03/15	03/19/2015	74841	2814	Ron Hedenskog	10-00-2005	13.11
03/15	03/19/2015	74842	4980	iSecure	10-00-2005	33.00
03/15	03/19/2015	74843	4941	Kammeier, Travis	20-00-2005	93.00
03/15	03/19/2015	74844	685	Neilson Research Corporation	25-00-2005	1,335.60
03/15	03/19/2015	74845	5364	North Central Laboratories	25-00-2005	331.78
03/15	03/19/2015	74846	5442	OACA Treasurer	10-00-2005	175.00
03/15	03/19/2015	74847	1920	Pitney Bowes, Inc	10-00-2005	83.00
03/15	03/19/2015	74848	5449	Podesta-Daniels, Laurie	25-00-2005	1,400.00
03/15	03/19/2015	74849	380	Stadelman Electric Inc	25-00-2005	2,418.78
03/15	03/19/2015	74850	4946	Steven King	20-00-2005	93.00
03/15	03/27/2015	74851	954	Super 8 Motel - Roseburg	20-00-2005	.00 V
03/15	03/19/2015	74852	954	Super 8 Motel - Roseburg	20-00-2005	133.30
03/15	03/19/2015	74853	4131	Zumar Industries Inc	15-00-2005	188.50
03/15	03/26/2015	74854	1373	Cascade Fire Equipment	10-00-2005	290.68
03/15	03/26/2015	74855	182	Coos-Curry Electric	15-00-2005	22,204.28
03/15	03/26/2015	74856	284	Day Management Corp	25-00-2005	575.26
03/15	03/26/2015	74857	1	Paul Sturm	20-00-2005	52.91
03/15	03/26/2015	74858	2640	Dyer Partnership Inc., The	25-00-2005	1,227.50
03/15	03/26/2015	74859	298	Freeman Rock, Inc	20-00-2005	433.32
03/15	03/26/2015	74860	5078	Geotechnical Resources, Inc	15-00-2005	880.00
03/15	03/26/2015	74861	328	Les Schwab Tire Center	20-00-2005	354.04
03/15	03/26/2015	74862	4479	OSCPA Professional Development Divisi	10-00-2005	280.00
03/15	03/26/2015	74863	322	Postmaster	10-00-2005	25.00
03/15	03/26/2015	74864	322	Postmaster	15-00-2005	1,058.53
03/15	03/26/2015	74865	187	Quality Fast Lube & Oil	10-00-2005	40.13
03/15	03/26/2015	74866	207	Quill Corporation	10-00-2005	8.29
03/15	03/26/2015	74867	2863	Verizon Wireless	10-00-2005	508.35
03/15	03/26/2015	74868	5451	Wolff, Terri	10-00-2005	205.00
03/15	03/26/2015	74869	4131	Zumar Industries Inc	15-00-2005	97.71
Grand Totals:						200,506.55