

City of Brookings MEETING AGENDA

CITY COUNCIL/URBAN RENEWAL AGENCY

Monday, June 22, 2015, 7:00pm

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

The City Council will meet in **Executive Session at 6:00 PM** in the City Manager's office under authority of ORS 192.660 (2)(e), "to conduct deliberations with persons designated by the governing body to negotiate real property transactions," under ORS 192.660(2)(f), "to consider information or records that are exempt by law, and under ORS 192.660(2)(h), "to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed."

CITY COUNCIL

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Public Hearings

1. Legislative public hearing in the matter of LDC-2-15, approval to add provisions for amateur communication facilities Brookings Municipal Code Title 17, Land Development Code. [Planning, Advance Packet]

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

F. Staff Reports

1. Approval to halt action on the Airport Infrastructure Project until the issue of South Coast Lumber Company's access is resolved and direction to the City Attorney concerning possible recourse to protect the public's right to use Airport Road. [City Manager, pg. 3]
 - a. Alternative Concept Report from Dyer Partnership [pg. 9]
 - b. April 22, 2015 letter to Curry County [pg. 24]
 - c. March 31, 2015 letter from attorney for South Coast Lumber Company to FAA [pg. 31]
 - d. June 10, 2014 letter to Curry County [pg. 34]
 - e. Approved Airport Layout Plan showing proposed access easement/existing road in blue [pg. 40]
 - f. Map showing proposed roadway easement and water tank site [pg. 41]
 - g. Maps/photos of elevation differential at nose of airport runway [pg. 42]
 - h. Map showing all related easements [pg. 43]
 - i. Letter from Congressman Peter DeFazio to FAA [pg. 44]
 - j. Response letter from FAA to Congressman DeFazio [pg. 45]
 - k. Proposed letter from County to South Coast Lumber Company [pg. 46]

G. Resolutions

1. Budget appropriation transfers for the 2014-15 fiscal year. [F&HR, pg. 49]
 - a. Resolution 15-R-1062 approving appropriation transfers for insurance proceeds received in the Wastewater Fund. [pg. 50]
 - b. Resolution 15-R-1063 transferring appropriations from contingency to Legislative/Administration in the General Fund. [pg. 51]
 - c. Resolution 15-R-1064 approving appropriation transfers in the Water Fund, Water Loan Fund, Water System Replacement Fund, Wastewater System Replacement Fund, and the Stormwater System Replacement Fund. [pg. 52]
 - d. Resolution 15-R-1066 approving appropriation transfers in the Streets Fund, Water Fund, and Wastewater Fund. [pg. 54]

H. Consent Calendar

1. Approve Council minutes for June 8, 2015. [pg. 55]
2. Accept Parks & Recreation Commission minutes for March 19, 2015. [pg. 57]
3. Receive monthly financial report for May 2015. [pg. 59]

I. Remarks from Mayor and Councilors

J. Adjournment

URBAN RENEWAL AGENCY

A. Call to Order

B. Roll Call

C. Consent Calendar

1. Approve Agency minutes for May 26, 2015. [pg. 65]

D. Public Comments

E. Staff Reports

1. Agency budget appropriation transfers for Fiscal Year 2014-15. [F&HR, pg. 66]
 - a. Resolution 15-R-1065 approving appropriation transfers for the Brookings' Urban Renewal Agency for 2014-15. [pg. 67]

F. Agency Remarks

G. 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.

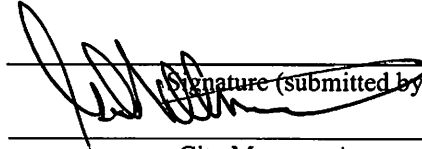
All public meetings are held in accessible locations. Auxiliary aids will be provided upon request with at least ten days advance notification. Please contact 469-1102 if you have any questions regarding this notice.

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: June 22, 2015

Originating Dept: City Manager


Signature (submitted by)

City Manager Approval

Subject: Airport Infrastructure Project

Recommended Motion:

1. Motion to take no further action on this project until: 1) The access issue between Curry County and South Coast Lumber Company is resolved and/or 2) Curry County has secured written clarification from the FAA on the use of Airport Road for access to the industrial site located northeast of the airport operations area and restrictions on the County's ability to lease the subject property for private development.
2. Direction to City Attorney concerning possible recourse to protect public's right to use Airport Road.

Financial Impact:

Possible loss of \$1.7 million in grant revenue; undetermined impact of lost economic opportunity (i.e. job creation); future costs to develop water storage (estimated at \$1.0 million) to be borne entirely by the City (would be 60 per cent grant funded as originally proposed); \$95,000 additional City cost for preparation of revised construction plans; use of approximately \$140,000 in System Development Charge funds for project associated costs for project that may not be built; a local contractor has lost a \$1.15 million project, impacting local construction jobs..

Background/Discussion:

The Airport Infrastructure Project cannot proceed as originally designed due to the refusal of the Curry County Board of Commissioners to execute a letter to South Coast Lumber Company acknowledging South Coast's historic and continuing use of Airport Road for access to their resource lands.

The City's project engineer has developed an engineering alternative to the project eliminating the water storage tank. Staff is requesting that the City Council review this matter and provide direction as to whether to proceed with further investigation of a project alternative. The alternative does not meet all of the City and EDA project goals.

BACKGROUND SUMMARY

The City submitted an application to fund the Airport Infrastructure project in early 2012 to the U.S. Economic Development Administration. Curry County was added as a grant applicant and co-recipient as EDA determined after an initial review of the proposal that the County was the primary beneficiary. The County Board of Commissioners approved the project application in August and approved the subsequent grant agreement in October 2012.

The initial project concept was to construct a 1.0 million gallon water storage tank northeast of the airport at an elevation comparable to the City's other main water storage tanks and at sufficient elevation to provide minimum required water pressure and fire flow to the Brookings Airport and some 20 acres of land owned by the County immediately adjacent to the airport operations area. The project also included extending sewer service to the airport and this adjacent property. The utility services would have been adequate to support additional development at the airport and light industrial development on the adjoining land.

The project concept was modified during design to reduce the size of the storage tank to 500,000 while reserving sufficient land area to build a companion 500,000 gallon tank in the future, and to include the construction of a water pipeline to interconnect the new tank with the Seacrest reservoir.

The City retained The Dyer Partnership to design the project and met several times with County representatives to refine the location of the pipeline and roadway easements. South Coast Lumber Company was immediately supportive of the project, offering a tank site and access easements on their property adjacent to the County property. Curry County approved a conditional use permit to construct the water tank on February 26, 2015. The City secured all other necessary approvals, including approval from the Federal Aviation Authority for the siting of the water tank; that it did not create a hazard to navigation. The FAA issued a "Determination of No Hazard to Navigation" on March 25, 2014; FAA was fully aware of the City's plans to construct a water tank on this site having received the project plans at that time. The City also has a letter from the Oregon Department of Airports dated January 27, 2015, stating that notice of the project to FAA is not required as the project does not create a hazard to aviation.

The City Attorney prepared the easement agreements and provided them to the County Commissioners on April 26, 2014. After extensive correspondence with FAA through the County, field work required by FAA including wildlife and cultural resource studies, the County reported that it was informed by FAA that while they would approve easements to the City of Brookings, they would not approve the grant of an easement to South Coast Lumber Company to use the same road.

Also, in July 2014, County officials including Commissioners Itzen and Smith, Administrative Service Director Pamela Dickson and County Assessor Jim Kolen requested a tour of the site and that the City stake the location of the proposed easements. At that time, the County was negotiating a land lease with Fed Ex. They requested a major realignment of the utility easements, which the City accommodated; redesign work was completed by The Dyer Partnership. Previously, the City had consulted with the Airport Advisory Board, Commissioner Itzen and the County's airport engineering consultant, Randall Krukenburg, on the location of the original easements. The City had also conferred with Cal Ore Life Flight concerning easement locations as they have a site leased for a new building on the airport property...the same site we were told would be occupied by Fed Ex.

Several access points from Airport Road onto South Coast Lumber property are indicated in the Brookings Airport Layout Plan that has been approved by FAA. One of these access points conforms to the location of the proposed tank site access road. South Coast Lumber needs use of this same road as the construction of the tank will impede access to some 80 acres of their resource lands from within their private landholdings.

While we were awaiting approval of the easements from Curry County, and being mindful of the October 2015 EDA grant deadline for start of construction, we went ahead and advertised the project for bid. We received excellent bids, within budget, and were prepared to recommend award of the contract in March.

During the bid period, we were informed by the County that FAA would not approve the easements for a variety of changing reasons, but mainly because the FAA believed that granting an easement to a private company compromises a condition of grant agreements between FAA and the County that the County maintain control of the airport property. Staff believes that the FAA has a basic misunderstanding of easement entitlements but, even with Congressional assistance, we were unable to overcome the FAAs unwillingness to compromise.

Through consultation with Congressman DeFazio and his staff, a new compromise was reached, whereby Congressman DeFazio and FAA would exchange letters acknowledging the historic and continued use of Airport Road for access to South Coast property, and the County would also issue a letter to South Coast confirming their historic and continued use.

This letter was essential to the project as it served as consideration to South Coast in exchange for their granting of easements for the proposed water tank site, an access road to the tank site, and a pipeline easement. The City and South Coast had originally proposed that South Coasts continuing access to Airport Road be acknowledged through the grant of an easement by Curry County across County-owned Airport property. At the request of the County and the Federal Aviation Administration, the City had the subject roadway easement appraised twice to establish a fair market value. The City then agreed to purchase the easement from the County on behalf of South Coast Lumber Company and an affiliated company, Chetco Resources, at a cost of \$21,100.

Following action by the Board of Commissioners on June 3, 2015, to reject the proposal for an acknowledgement letter, South Coast Lumber Company withdrew its offer to provide the tank site, roadway and pipeline easements to the City. Thus, the project cannot be constructed as designed.

The deadline for award of contracts on the construction bids was June 2, 2015. We had arranged with the contractors for a 30 day extension. This issue is now moot as the project cannot be constructed as designed. There is also an October 17, 2015, deadline for construction in the EDA grant agreement. The project engineer does not believe an alternative project could be ready for bid by that date (see below); Senator Merkley has offered to work with the City to secure a time extension from EDA.

POSSIBLE ALTERNATIVE PROJECT

Staff contacted the project engineer, Michael Dees at The Dyer Partnership, to explore any engineering alternatives to the project as originally designed. The goals of the project as originally designed were:

1. Provide adequate water pressure and fire flow to support future development of the airport and the industrially-zone, County-owned property located east of the airport (which is located on airport property). The City currently provides water to the airport through a one-inch service connection which meets minimum pressure for the very

limited existing uses located there. Minimum fire flows cannot be met, and pressure/flows will not meet minimum standards for any new development.

2. Provide additional storage capacity for fire protection consistent with the City's Water Master Plan. The project would have added one 500,000 gallon storage tank, and the tank site is sufficient to sustain the construction of a second 500,000 tank in the future.
3. Provide adequate sewer service to the airport and adjacent County-owned land to support future development.
4. Provide adequate water and sewer facilities to enable the airport to serve as a staging area for housing equipment and personnel during a disaster response.
5. Build the project in a manner which would be operationally efficient, such as including a gravity-based water pressure and flow system.
6. Eliminate existing water and sewer pump stations to improve operational efficiency.

None of the engineering alternatives identified by The Dyer Partnership address all of these goals. Goal #3 is not affected by the loss of the water tank site. Dyer has developed the attached project concept plan to achieve Goal #1; however, Goals #2, 4 and 5 would not be met; and Goal #6 would be partially met. We have discussed the revised plan with representatives at EDA.

They may be willing to approve a revised project scope; they are not willing to pay for the additional cost of engineering/design of a modified project. Dyer believes it would take up to six months to re-design the project and secure all necessary approvals. The environmental review and preliminary engineering report in addition to revised application forms have to be completed, submitted, reviewed and approved by EDA. The environmental review requires responses from several State and Federal agencies. The revised plan will require review and approval by Oregon Health Authority as well. Half of that time period will be waiting for responses from regulatory and funding agencies.

Mayor Hedenskog reports he was contacted by a property owner on Old County Road expressing interest in donating a water tank site; we have not included this information in the evaluation of alternatives as of this writing.

NEW, POSSIBLY OVERRIDING CONCERN

Staff now has an additional and possibly overriding concern. Through its action on the South Coast matter, the County has now taken the position that they will not allow any new or continuing use of Airport Road or the County-owned airport property without the consent of FAA, and FAA has clearly indicated that they will only approve some form of temporary consent (through, for example, a "use agreement" that can be revoked by the County at any time). This now brings into question as to whether any industrial user will be willing to make a substantial private investment to locate their business on airport property, or whether FAA will consent to **any** private use going forward.

NEXT STEPS

Staff has conferred with EDA and they have agreed that the applicants (the City and the County) can "terminate for convenience" and re-apply at a later date without prejudice. They will

reimburse the City for 60 per cent of out-of-pocket project costs to date. Engineering, environmental review, cultural resources review and easement costs to date total approximately \$350,000.

Mayor Hedenskog reports that he was contacted by Commissioner Susan Brown on June 12 who advised that the County was still trying to work things out with the FAA. U.S. Senator Jeff Merkley has offered to assist in getting a further time extension for start of the project from EDA is the access issue can be resolved between the County and South Coast Lumber Company.

If the project does not proceed as currently designed, the City should abandon the access easement across County property and request reimbursement of the \$15,200 easement fee paid to the County.

Staff recommends that the City take no further action on this project until:

1. The access issue between Curry County and South Coast Lumber Company is resolved.
2. The County has secured written clarification from the FAA on:
 - a. The use of Airport Road for access to the industrial site located northeast of the airport operations area.
 - b. Restrictions on the County's ability to lease the subject property for private development.

If the aforementioned is not resolved by September 1, 2015, staff will return to the City Council with a request that the City submit a "termination for convenience" request to EDA. If these issues can be resolved, we will request an additional extension of the construction start and completion deadlines from EDA.

PUBLIC ACCESS ISSUES

Mayor Hedenskog reports that he has received a number of inquiries from the public expressing concern that the segment of Airport Road from the nose of the airport to the access gate is no longer considered a public road. Mayor Hedenskog is requesting that the City Attorney review this matter and advise the City of any possible legal recourse to guarantee the public's right to use this road.

Attachment(s):

- a. Alternative Concept Report from The Dyer Partnership.
- b. April 22, 2015, letter to Curry County.
- c. March 31, 2015, letter from attorney for South Coast Lumber company to FAA
- d. June 10, 2014, letter to Curry County.
- e. Approved Airport Layout Plan showing proposed access easement/existing road in blue.
- f. Map showing proposed roadway easement and water tank site.
- g. Maps/photographs of elevation differential at nose of airport runway.
- h. Map showing all related easements.
- i. Letter from Congressman Peter DeFazio to FAA.

- j. Response letter from FAA to Congressman DeFazio
- k. Proposed letter from County to South Coast Lumber Company.



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MEMORANDUM

DATE June 17, 2015
TO Gary Milliman, Brookings City Manager
FROM Michael Dees, PE
PROJECT NAME City of Brookings
Brookings Airport Infrastructure Improvements Project
PROJECT NO. 145.43

ALTERNATIVE TO BROOKINGS INFRASTRUCTURE IMPROVEMENTS PROJECT 145.43

BACKGROUND

On June 4, 2015, we were informed that the City of Brookings was not able to acquire the necessary final key easements to allow construction of the Brookings Airport Infrastructure Improvements Project. The easements in question would have allowed South Coast Lumber to use the airport road around the north and east side of the airfield. This was also critical for construction by allowing timber cutting and harvest by South Coast Lumber which was necessary to install the tank access road and construct the proposed tank site. These locations were to be provided to the City via permanent easement from South Coast Lumber. Without the allowance of county airport road use, there was no benefit to the company and they would not be able to clear the land required as easily nor would there be any benefit to them in granting the access road and tank site easement to the City. All bids have been rejected.

We were directed on June 5, 2015, by the City, to provide a short report discussing an alternative to the project that would accomplish the goals which EDA approved and is providing funding for. These goals would be to primarily allow economic development of property owned by Curry County as an industrial/commercial area and additional economic development at the airport itself. The basis of EDA participation is the creation or retention of jobs.

In order to facilitate these goals, the project would have provided fire protection and increased water service pressure and flow volume to the airports heights area as well as to the airport itself and would have provided a means for industrial/commercial development at and adjacent to the airport to acquire sewer service via a new forcemain to the City's sewer system.

FEASIBLE ALTERNATIVE CONCEPT

The alternative concept must meet the above listed goals without the placement of improvements in the area north and east of the airport which is on South Coast Lumber property. This includes the 0.5 MG water tank, its access road and the water line to it. We have provided the following alternative concept. The alternative concept presented herein meets many, but not all, of the City's goals.

The alternative project involves construction of a larger pump station in comparison to the originally proposed pump station near the Seacrest Reservoir with domestic and fire pumps. These improvements would also require a large capacity hydro-pneumatic tank to be installed as well as a stationary emergency generator to provide power to the pump station in the event of power outages. This would eliminate Schedule B (tank access road and 0.5 million gallon tank). The revised project would increase the scope of Schedule A by:

- Increased pump station size.
- Minor modifications to water line near the pump station but with most of water lines remaining the same.
- The same sewer forcemain lines and pressure reduction valves.
- The addition of a generator and a hydro-pneumatic tank.

The revised project would be bid and constructed as a single schedule rather than two separate schedules, likely saving overall project costs.

The current pump station site is too small. The pump station would have to be significantly larger than the originally proposed pump station so that large fire pumps, a permanent generator, and larger domestic service pumps could be installed. In addition, a large hydro-pneumatic tank would be required so that the domestic service pumps would not continuously pump "dead head" - a practice no longer permitted by the Oregon Health Authority. The hydro-pneumatic tank could be installed at the pump station site. A variation of this alternative would place the new hydro-pneumatic tank at the existing Vista Ridge tank site. Both of these variations have advantages and disadvantages. With respect to the remote hydro-pneumatic tank location, advantages are:

- The remote location tank would be subjected to significantly less pressure due to its higher elevation and would be expected to be less expensive.
- The pump station land area required near Seacrest could be smaller. The portion required for the hydro-pneumatic tank being provided at the existing Vista Ridge tank site.

With respect to the remote location of the hydro-pneumatic tank the disadvantages are:

- Communication necessary between the pumps and the hydro-pneumatic tank would be easier to achieve and more reliable if the tank and pump station were adjacent. Signals would be "hard lined". The communications between the remote tank and the pumps would have to be by telemetry which reduces reliability.

- Emergency generator power would be available to both the tank and pump station if adjacent. If the tank is remote from the pump station, power back-up to the tank would be required. As the amount of power required is only for signal, the back-up could be a battery.
- A pressure sensor at the pump station would be required to turn the pumps on and off as a “back-up” in the event of communications failure. This could reliability operate the system but would result in larger service pressure swings. In either case however, the pressure tank would be equipped with a pressure relief valve so that a “stuck on” pump would not damage the tank or higher pressure service connections.
- With operations at two locations rather than a single location, operation and maintenance travel and costs would be higher.

It does not appear that there is a practical alternative conventional ground storage reservoir site location of sufficient elevation to provide passive maintenance of pressure or fire flow volumes that is not on South Coast Lumber property.

The new pump station site (at least the pumps) selected must be at or below the elevation of the currently proposed pump station site adjacent to the Seacrest tank which is 279.0 feet. Controls would be more complex then currently proposed. It will be necessary to access the 20” diameter water line coming out of the Seacrest tank for suction and then route the discharge line from the new pump station back to the currently proposed water line route. In general, the location should be as close to the Seacrest tank as possible. The ground rises quickly to the northeast of the Seacrest tank, making that area unsuitable. For the type of pump station and hydro pneumatic tank required (if at the same site), an area of about 35 feet x 35 ft. at a minimum would be required. If the hydro-pneumatic tank was located remotely at Vista Ridge tank site, the pump station site could be reduced to 25 feet x 30 feet. Note that even a large hydro-pneumatic tank, as would be required for this alternative, does not provide a significant volume of additional storage.

The purpose of the additional storage originally included was in keeping with Brookings Master Planning goals. Storage of water elsewhere would still fulfill the overall system goal if located in a different or even lower pressure zone. It is anticipated that future provision of additional storage volume to the north towards the Lone Ranch development will satisfy this criteria.

Generally the alternative project water improvements to the north and eastward would be the same as currently designed up to the east side of the airport. This will permit service to both sides of the airfield in the same manner as the original project and will also address pressure and delivery volume issues in the Vista Ridge area. It is possible that the 12” water line to be installed by horizontal directional drilling (HDD) could be reduced in size to 8”. Field investigations, surveys and new arrangements with the power company would be required for the new pump station site.

Re-design for the pump station portion of the project would be required and the access road and reservoir site portion of the project removed. It is likely that the construction cost would be less than the currently proposed one. Future operation and maintenance costs would be greater and

the Oregon Health Authority would have to approve the concept. This alternative project would not increase the stored volume of water in the Brookings system nor would it be as mechanically simple.

New easements or property acquisition for the water lines to and from the Seacrest tank to the alternative pump station and for the pump station (and its electrical line, communication line, and access drive) would be required. The alternative construction project costs do not include land acquisition or additional easement payments.

We have an estimate for a new required environmental narrative report, new engineering narrative report, new permitting costs, re-design fees and re-bid costs which is attached to this report. A majority of the current project plans and specifications would be “salvaged” and incorporated into the new design. From an environmental viewpoint, the alternative project would be simpler as it does not impact previously undeveloped or agricultural land to the extent that the original project did.

SPECIFIC DESIGN CRITERIA

Currently pressure at the airport is at or below Oregon Health Authority minimum of 20 psi and flow volume is less than 45 gallons per minute. The goal would be to provide a normal service pressure of 45 psi and the ability to deliver at least 1,500 gpm for the purpose of firefighting to the airport area. The developable area within the airport service area is approximately 150 acres. For planning purposes, a residential density of 4 EDU/acre is used. At build-out, this area could contain as many as 600 EDUs. There are currently only approximately 30 developed EDUs. The calculation parameters and results for water and sewer demand for this residential area are shown below in Table 1.

Table 1
Potential Airport Area Residential Water Criteria & Demands

Service Area - Acres	150
EDUs per Acre	4
EDUs in Study Area	600
Daily Demand per EDU - GPD	146
Peak Instantaneous Demand per EDU - GPM	0.6
Daily Demand Volume GPD	87,600
Peak Instantaneous Flow GPM	360

The calculations for airport (on site) commercial water demand remain unchanged and are shown below in Table 2.

Table 2
Potential Airport Water Demands

Item	Units	GPD/Unit	Total GPD	Peak GPM
Pilots Lounge	1			
Toilets	2	358	716	6
Sinks (rest room)	2	45	90	6
Sinks (utility)	1	90	90	3
Hose Bib**	1	50	50	10
Total			946	25
Hangers (w/out facilities)	20			
Hose Bib**	1	50	50	10
Total All Hangers (w/out Fac.)			1000	200
Hangers (with facilities)	6			
Toilets (Private)	1	90	90	3
Sinks (rest room – priv.)	1	11	11	3
Sinks (utility)	1	90	90	3
Hose Bib**	1	50	50	10
Total Each Hanger			241	19
Total All Hangers (with Fac.)			1446	114
Life Flight Facility	1			
Toilets	2	358	716	6
Sinks (rest room)	2	45	90	6
Washing Machine	1	275	275	12
Urinal	1	358	358	2.5
Showers	2	314	628	7
Sink (Kitchen)	1	50	50	3
Sinks (utility)	1	90	90	3
Hose Bib**	1	50	50	10
Total			2257	49.5
Maintenance Building	1			
Toilets	2	358	716	6
Sinks (rest room)	2	45	90	6
Washing Machine	1	275	275	12
Urinal	1	358	358	2.5
Showers	2	314	628	7
Sinks (utility)	1	90	90	3
Hose Bib**	1	50	50	10
Total			2207	46.5
All Airport Total			7856	435
* 55 gal/load x 5 loads/day ** 10 gpm max flow				

Table 3
Potential Airport Area Light Industrial Water Criteria
& Demands

Service area - acres	5
Average gallons/acre/day	2,000
Total Average Demand gallons/day	10,000
Ave. flow gallons per minute	6.9
Peak demand factor	12
Inst. Peak demand gpm	83

The total maximum water demand for the airport service area is summarized in Table 4 below:

Table 4
Total Potential Maximum Water Demands

Location	GPD	GPM
Airport	7,856	435
Airport area residential	87,600	360
Airport light industrial	10,000	83
Total	96,400	878

While the originally planned pump station was sized at 160 gpm for the maximum day demand with instantaneous flow demand supplemented by the 0.5 MG reservoir, the maximum instantaneous demand must, under this alternative, be met by the pump station. The hydro-pneumatic tank provides but a “buffer” so that pumps do not run continuously when demand is low. The maximum day projected demand of 96,400 GPD was to be met by pumping at 160 gpm for about 9.6 hours per day.

The new pump station will require the ability to pump at a rate 878 gpm to meet the peak instantaneous flow demand. The alternative pump station will not typically operate at this volume and will consist of different sized pumps, speed control pumps, or a combination. This will be determined during re-design.

A fire flow of 1,500 gpm is required to provide adequate fire protection. This will be provided by a second set of pumps. This is required by fire codes as these pumps are designed differently than domestic service pumps. They have different piping, valve and control requirements. For example, they are designed to run to destruction whereas domestic service pumps usually have overheat and other equipment protection shut-offs to protect the pumps.

CONSEQUENCES OF ALTERNATIVE PROJECT COMPARED TO ORIGINAL PROJECT

The alternative project will meet the same economic development goals as the original project would have. The alternative project will provide improved service pressures and fire flow volumes for higher elevation Brookings residents in the Vista Ridge area as per the original project. The conditions provided by the alternative project necessary for the development of employment would remain the same as the original project.

The alternative project will cause water to be drafted from the Seacrest Reservoir in the same manner as would have the original project. This was a goal of the City of Brookings to reduce stagnation in that tank.

The alternative project will not provide additional system storage for Brookings as a whole, which was a long term goal for Brookings. However, future water storage needs for the City could be served by locating a new reservoir further to the north in the Lone Ranch area.

The alternative project will increase O&M costs primarily in terms of labor and repair by approximately 45 to 90 man-hours per year. Electrical costs will be higher due to demand charges but the total electric energy required for pumping will not be increased significantly.

There will be a cost for diesel fuel for the generator as it must be run approximately 10 minute per week to exercise it. For example, assuming a consumption rate of 15 gallons per hour, running weekly for 10 minute and fuel at \$4.00/gallon, the annual fuel cost would be \$520/year. Actual required emergency power usage would increase this cost. There will also be lubrication and other service costs.

While the alternative pump station will not create more noise than the original pump station would have (both would be quiet), the generator will. Due to the proximity to residences, the generator should be installed inside of a building with sound insulation, sound enclosure, good quality exhaust silencer and an inlet radiator cooling air silencer. The latter step is often overlooked and while the exhaust is quiet, the rush of air through the radiator can be loud and disturbing to neighbors. These additional provisions for the generator should allow it to be a “good neighbor”.

This alternative system relies on a hydro-pneumatic tank to provide residual pressure compared to passive provision of residual pressure which would have been provided by the original ground storage tank at the necessary elevation. This make the system more mechanically complicated with some degree of reliability reduction.

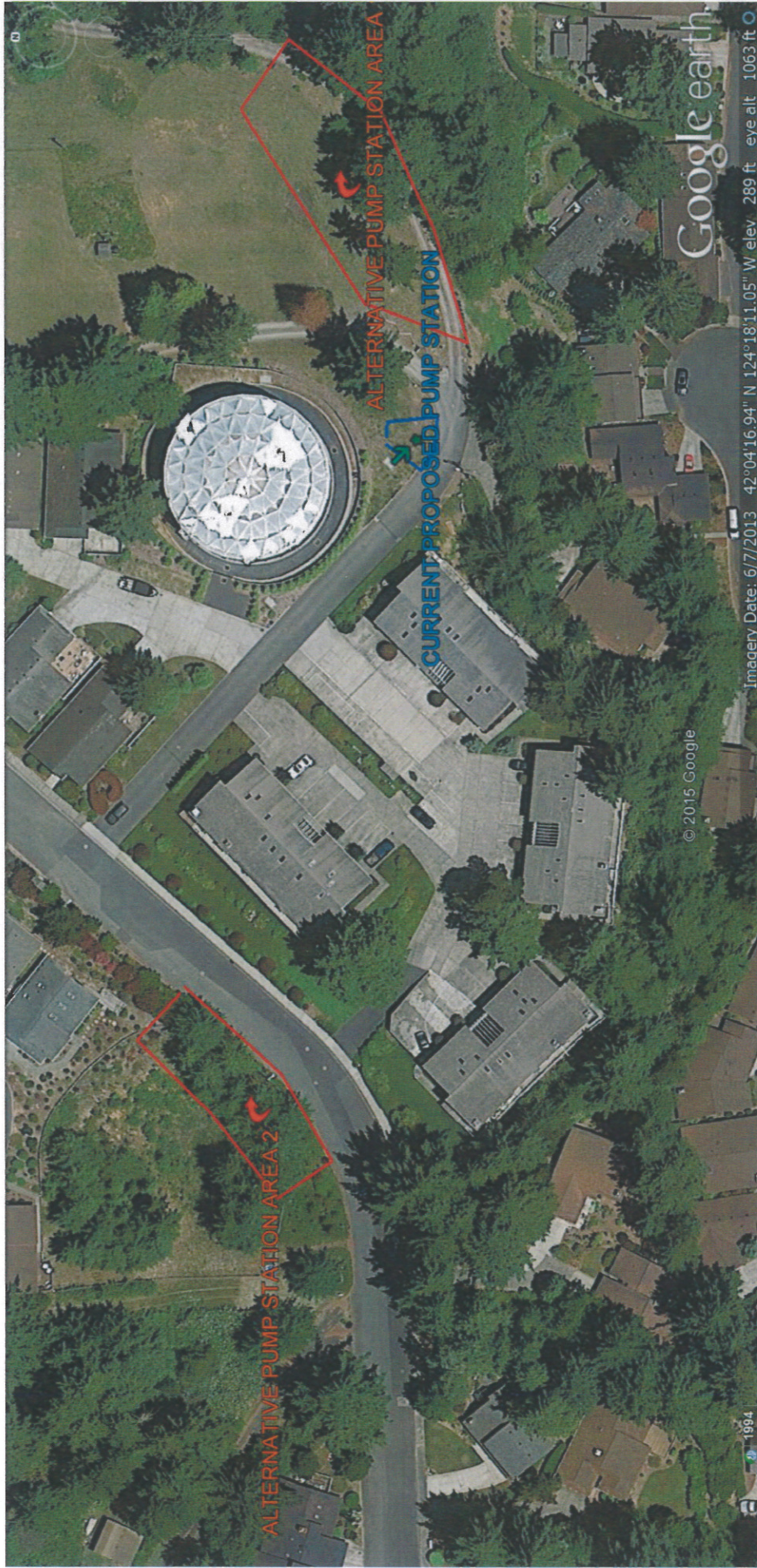
The large water tank of the original project would be more susceptible to earth quake damage than the smaller hydro-pneumatic tank is likely to be. Furthermore, the location of the permanent generator would be more reliable than having to transport a portable generator to the pump station site which was the plan for emergency power for the original project pump station. Neither the original nor the alternative project would function with power out to the pump stations. Each requires a back-up generator. The original needed only a portable, and assuming

water lines and reservoir remained undamaged, would have provided a margin of time to get the portable generator connected. This is because the large volume of storage water would be available at the necessary service pressure. The alternative project requires nearly constant power available to deliver required pressure and volume.

This alternative is likely to create less environmental concern than the original project because there will be no construction in previously undeveloped land.

APPROXIMATE ALTERNATIVE COSTS

Schedule B of the original project will be eliminated. It was bid at \$1,147,188. It is anticipated that the new water piping, easements, land purchase for the pump station, larger electrical service, significantly larger pump station, generator and hydro-pneumatic tank will add \$400,000 to \$500,000 to Schedule A. Should re-design proceed, this value will be refined. Additional engineering fees are anticipated at approximately \$95,000. This includes revision of the pre-engineering and environmental narratives for EDA, survey, permitting, re-design - particularly with respect to the pump system and building, re-drafting, and re-bid. It is possible that the re-designed project will have a total project cost of approximately \$545,000 less than the original project not including land acquisition costs. However, the EDA might well require that the design costs and other costs already provided by EDA for portions of the project which are being “abandoned” be reimbursed.



© 2015 Google

Imagery Date: 6/7/2013 42°04'16.94" N 124°18'11.05" W elev. 289 ft eye alt. 1063 ft

1994



TASK ORDER 66
City of Brookings
Re-Design Airport Infrastructure Improvements

SCOPE OF WORK: Revise and resubmit preliminary engineering and environmental narrative documents as required by EDA. Re-design project to eliminate the access road, water line and glass fused bolted steel reservoir east of the airport and design the pump station to provide adequate pressure and volume to the service area for domestic and fire service in conjunction with a hydro-pneumatic tank. Include a stationary emergency generator at the pump station. Produce revised construction documents and re-bid the project. Incorporate existing work produced as appropriate into the revised project. Continue after bid phase with construction administration, inspection, stake out, and closeout services as per original Task Order 145.43.

FOUNDATION: Project 145.43 (Task Order 43) work was completed through the Bidding Period Services Phase. The City was not able to award the project to the low bidders (Schedules A and B) because key easements could not be obtained. All bids were rejected. The City wishes to revise the project design so that the goals of the original project for the service area are satisfied in terms of service water pressures, fire flows, and sewage service without requiring those easements associated with Schedule B which could not be obtained. An alternative to the original design concept has been developed to avoid construction of the high elevation ground storage tank, access road and water main east of the airport. The alternative must provide required water pressure and flow volumes by means of an enlarged domestic and fire pump system with a hydro pneumatic tank. The revised construction documents will need to be re-submitted for review and approval and re-bid.

SCOPE OF ENGINEERING SERVICES:

The scope of engineering services for this task order includes the following items:

Project Kick-Off Meeting

The Project Team will meet with City staff and funding agency, if applicable, to review the objectives and goals of the City. Project milestones, meeting dates and schedule will be set. This meeting will develop the foundation from which the Project will progress from.

Environmental Review

A revision of the Biological Assessment produced under Task Order 43 will be made with re-notification of each of the listed federal and state agencies.

Preliminary Engineering Review

A revision of the Preliminary Engineering Report produced under Task Order 43 will be made.

Permitting

Revision of Permits previously obtained under Task Order 43 by the City will be necessary. We will provide support to the City as required.

Easements and Property Acquisition

A larger pump station site than previously acquired by the City, near the Seacrest storage tank, for the pump station and hydro-pneumatic tank will be necessary. New property acquisition will be required with new easements for certain portions of the revised utility, power, and signal lines. Engineer will provide descriptions for new necessary easements that are needed. The City will be responsible for preparing the legal documents and securing the necessary easements / parcels from the affected property owners.

Geotechnical Report

A geotechnical report addendum to the report produced under Task Order 43 will be required for the new hydro-pneumatic tank and pump station locations. The report addendum will also include site specific seismic hazard evaluations for these new sites.

Design Surveys

Additional design surveys for the revised portions of the project will be included as part of the overall scope. This will include the following additional main items:

- Topographic route survey will be completed for the proposed waterline route changes near the revised pump station.
- Proposed Pump Station/ Hydro-pneumatic Tank Site – provide topographic survey for the proposed sites including access drives. The tentative site will be determined prior to beginning the field surveys and will be coordinated with the City. City will be responsible for securing necessary parcel / easements.

Re-Design

Re-design for the water system includes a larger capacity pump station (compared to that proposed under Task 43) with both domestic service and fire pumps designed to operate with a hydro-pneumatic tank system. The domestic service pump system will be sized to provide for maximum instantaneous domestic demand rather than for the domestic maximum day demand with tank equalization as did the previous design under Task Order 43. Fire pumps will be sized to provide a flow of 1,500 gpm. Water suction line from the Seacrest Tank to the revised station and discharge lines from the pump station to the previously designed transmission line location will also require re-design. The re-design will include a new hydro-pneumatic tank and new stationary emergency generator with necessary electrical and signal components. Modifications to the plans and specifications produced under Task Order 43 will be made as required to reflect title and sheet number changes, elimination of Schedule B improvements, and addition of alternative improvements.

The following major tasks will be completed during the design phase:

- The design will use City Standards wherever applicable.
- All plans will be developed in Auto-CAD 3D, version 2012.
- Final documents will be sent to the regulatory agencies for review and comment.

Bidding and Contracts

- Prepare bidding documents including bidding requirements and contract documents.
- Prepare advertisement for bids and send to City-approved publications (City to pay advertising expense).
- Reproduce bidding documents and distribute to approved plan exchanges and interested bidders.
- Respond to bidder questions and prepare necessary addendums, if needed.
- Review bids and recommend contract award based on public contracting rules.
- Prepare construction contracts with City Attorney review for execution.
- Issue Notice of Intent to Award, Notice of Award and Notice to Proceed.

Post Bidding and Contracts

Following bid and award, the engineering services addressed in this Task Order 66 will be complete. Engineering services will resume in accordance with the requirements and terms of previously executed Task Order 43 following bidding period services. These remaining services and costs of Task Order 43 are not a part of Task Order 66 and include:

- Construction Administration - \$45,205
- Inspection - \$84,590.
- Construction Stakeout – \$23,230.
- Project Management/Change Orders - \$8,150.
- Project Closeout / Record Drawings - \$5,663

PROPOSED FEE:

Task Order 66 Engineering Services will be performed and billed on a time and materials basis, in accordance with the conditions of the Professional Services Agreement and fee listed herein. The fee for these services is a not to exceed maximum of \$95,000.00 as outlined on the attached Summary Breakdown of Proposed Fee.

WORK PRODUCTS: Revised reports, project specifications, drawings, and bid documents.

PAYMENT METHOD: Monthly Billing

City of Brookings

The Dyer Partnership
Engineers & Planners, Inc.

Gary Milliman, City Manager

Steve Major, City Engineer

Date: _____

Date: _____

ESTIMATE OF MAN HOURS AND COSTS TO GET THROUGH BIDDING SERVICES

DATE:	6/15/2015	PROJECT:	Brookings Airport Improvements	PROJECT NO.:	145.43	ALTERN. ADDITION
-------	-----------	----------	--------------------------------	--------------	--------	---------------------

TASK		MAN HOURS							
		PRINC MNGR	PROJ MNGR	PROJ ENGR1	ENGR TECH	INSP	DRFR	SURVEY CREW	CLER
1	Project Kickoff Mtg	0	8	0	0	0	0	0	1
2	Environmental Review	2	6	24	14	0	0	0	4
3	Preliminary Engineering	1	6	30	0	0	4	0	4
4	Permitting	4	12	0	12	0	9	0	4
5	Easements/Acquisition	12	8	0	16	0	4	0	3
6	Geotechnical Report	1	8	0	0	0	0	0	0
7	Design Surveying	6	4	0	12	0	8	0	1
8	Water Distribution Imps	1	4	16	0	0	16	0	6
9	Pump Sta/Gen/HP tank	4	80	40	26	0	40	0	6
10	Sewer Collection Imps	0	1	4	0	0	4	0	1
11	Design Review Meetings	4	14	4	4	0	4	0	1
12	Bidding Period Services	10	26	8	8	0	4	0	25
TOTAL ESTIMATED HOURS		45	177	126	92	0	93	0	56

MATERIAL COSTS	DESCRIPTION OR UNIT	QUANTITY	UNIT COST	TOTAL COST
REPORT	Copies	10	20	200.00
PHOTOGRAPHS	Each			0.00
REPRODUCTION	Sets	20	40	800.00
				0.00
				0.00
TOTAL MATERIAL COSTS-----				\$1,000.00

TRAVEL AND PER DIEM		DETAIL			TOTAL COST
MILEAGE			950	0.55	522.50
PER DIEM			0	110	0.00
					0.00
TOTAL TRAVEL AND PER DIEM-----					\$523

OTHER SIGNIFICANT COSTS		TOTAL
	DETAIL	COST
Land & Water Environmental		4,000.00
GRI		2,500.00
Roberts & Associates		3,000.00
Electrical Engineer		8,000.00
Structural Engineer (VLMK)		12,500.00
TOTAL OTHER SIGNIFICANT COSTS-----		\$30,000.00

ESTIMATE OF MAN HOURS AND COSTS

DATE 15-Jun-15 PROJECT: Brookings Airport Improvements PROJECT NO.: 145.43 ALTERN. ADDITION

LABOR
RATE -----1-----
\$/HR. HRS. AMOUNT

DIRECT LABOR COSTS:

PRINCIPAL/MANAGER	135.00	45	6,075
PROJECT MANAGER	125.00	177	22,125
PROJECT ENGINEER 1	105.00	126	13,230
ENGINEER TECH 2	95.00	92	8,740
INSPECTOR	85.00	0	0
DRAFTER/CAD	80.00	93	7,440
CLERICAL 2	52.00	56	2,912
2-MAN SURVEY CREW	130.00	0	0

TOTAL DIRECT LABOR COSTS: 60,522

DIRECT PROJECT EXPENSES

A. MATERIAL COSTS (BREAKDOWN ATTACHED)	1,000
B. TRAVEL & PER DIEM (BREAKDOWN ATTACHED)	523
C. OTHER SIGNIFICANT COSTS (BREAKDN ATTACHED)	30,000
D. ADMINISTRATIVE FEE 10% OF C	3,000
TOTAL OF: A THROUGH D	34,523

TOTAL LABOR COSTS & PROJECT EXPENSES: 94,999



City of Brookings

898 Elk Drive, Brookings, OR 97415
(541) 469-1101 Fax (541) 469-3650 TTL (800) 735-1232

gmilliman@brookings.or.us

GARY MILLIMAN

City Manager

Credentialed City Manager
International City Management Association

ICMA Career Excellence Award 2012
ICMA Management Innovation Award 1979

Gerald Herbage
County Counsel
Curry County
94235 Moore Street, Suite 123
Gold Beach, OR 97444

April 22, 2015

Julie Schmelzer
Director of Administration and Economic Development for Curry County
94235 Moore Street, Suite 123
Gold Beach, OR 97444

Dear Jerry and Julie,

The letter from Carolyn T. Read dated April 17, 2015, basically cites three reasons for disapproving an ingress and egress easement for South Coast Lumber Company and Chetco Resources LLC at the Brookings Airport and that no further approval by FAA is necessary.

1. *"Currently the road goes through the runway protection zone and ends at the terminal and its only purpose is to access the airport. Granting an easement to the private companies through airport property to an adjacent property owner opens up the use of the road in a manner which the airport cannot control."*

RESPONSE: The road is currently open to general public use and has been for decades. The road has been maintained by Curry County as a "County Road" and has expended public funds allocated for County Road maintenance on this road for at least 30 years. There is no gate or other controlled access to this road. South Coast Lumber Company has and continues to use this road for access to their timber lands. Only 250 lineal feet of the proposed 2,549 foot-long roadway easement passes through the Runway Protection Zone.

The access gate to the airport is not located within the proposed easement.

The subject road is located outside of the airport fence.

The subject road is located some 290 lineal feet from the end of the runway which is elevated 22 feet above the roadway. There is no rational expectation that an aircraft taking-off or landing at this airport would encounter a vehicle operating 28 feet below the grade of the runway and 290 feet beyond the end of the runway.

We note that the FAA-approved Airport Layout Plan dated April 8, 2009, shows two points of access from South Coast Lumber property onto the airport property. One of these access points is at the approximate location of the ingress/egress road easement being requested by the City of Brookings, South Coast Lumber and Chetco Resources as a part of the Brookings Airport Infrastructure project. Attached (Exhibit A) is a copy of this Airport Layout Plan which shows Airport Road (blue), the two access roads leading to South Coast/Chetco Resources lands (yellow) and an existing logging road that cuts through the airport property (yellow). **As this Airport Layout Plan has been approved by FAA, we believe that FAA has already acknowledged and consented to the use of Airport Road by South Coast Lumber Company for access to their timberlands.**

2. *"While zoning is currently for agriculture on the adjacent property, that can change and the County does not have any control over the zoning."*

RESPONSE: This statement is false. The South Coast Lumber/Chetco Resources property is located in the unincorporated territory of Curry County. Under State Law and by local Ordinance, Curry County exercises zoning jurisdiction over this property. The subject property is currently designated as a "Resource Land" and "Forest/Grazing" in the Curry County Comprehensive Plan and as "Forest/Grazing" in the Curry County Zoning Ordinance. **The zoning cannot be changed without the express approval of the Curry County Planning Commission and the Curry County Board of Commissioners, and only after an extensive public hearing and agency comment process.** Even so, the zoning could not be changed to a residential or commercial designation as the property is not located within a State-approved Urban Growth Boundary (UGB). Resource land must be brought into the UGB to be rezoned to residential.

To convert this property to an urban zoning for residential or commercial use under Oregon State Law, the City would be required to expand its UGB, a process that requires State approval after extensive public and agency review, and then annex the property into the City Limits, another extensive public and agency review process. This process is so onerous that few cities have attempted it since the UGB program was established in 1990. Currently, the UGB for the City has more than sufficient vacant land for residential development, so expansion of the UGB to include the South Coast/Chetco Resources lands subject to this discussion would be impossible to justify.

In Oregon, Statewide Planning Goal 12 provides for protection of airports. Brookings Municipal Code Chapter 17.76, *Airport Approach Overlay Zone* was adopted in compliance with Goal 12. This Chapter provides a limited number of outright uses, one being roadways which the approach surface must clear by a minimum of 15 feet. In this case, the clearance is 22 feet.

3. *"The private company's easement is granted without payment of fair market value to the airport."*

RESPONSE: This statement is false. The City paid to have the proposed easement appraised by and agreed to pay the County the fair market value on behalf of the property owner. The appraisal by Marineau and Associates dated July 30, 2014, found the fair market value to be \$15,200. The Brookings City Council approved payment for the subject easement at its City Council meeting of October 13, 2014. As required by FAA, the City paid for an appraisal review which was completed by Charles P. Thompson and Associates on December 11, 2014. That review confirmed the finding of the original appraisal. The City Council approved an "Agreement Regarding Grant of Easements" on March 23, 2015, which includes a provision in Section 5: **"The City will fully pay Curry County the appraised value as determined by a certified appraiser for the County Easements, and neither Chetco Resources nor South Coast Lumber will have any obligation to pay the County any monetary or other consideration for the County Easements."**

The chart contained on Page 1 of the letter falsely depicts the proposed easement cost for South Coast Lumber Company and Chetco Resources LLC as zero. In fact, the Proposed Easement Cost for each of these easements is \$15,200, or a total of \$30,400 for both easements.

Finally, we have prepared additional exhibits for those who have not visited the airport in gaining a better understanding of the situation "on the ground."

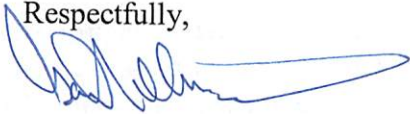
Exhibit B is an aerial photograph of the airport which depicts the "Airport Road" in blue, the County road in yellow, the end of the runway, and the location of the airport entrance gate. To the left of the airport is the South Coast Lumber Company property.

Exhibit C is a closer look at the north end of the airport and shows the existing Runway Protection Zone location. Note that there are at least four trees within the RPZ and within 150 feet of Airport Road that are between nine and 34 feet taller than the elevation of the runway, and are at elevations 31 to 56 feet higher than the roadway. We continue to believe that the operation of a few vehicles on this roadway which, essentially, is located in a canyon between the airport and the subject stand of trees, poses no hazard to aviation and does not hamper the intended function of the RPZ.

Finally, we wish to note that at the location where "Airport Road" meets the County road, there is no change in pavement conditions, pavement markings or roadway width; there is no gate, sign or other marker which distinguishes Airport Road as an internal airport road or that notifies anyone utilizing this road that they are entering the airport...**because they are not entering the airport at this point. The actual airport entrance is more that 1,000 lineal feet further down the road from this point as noted in Exhibit A.**

Please convey this information to Ms. Read.

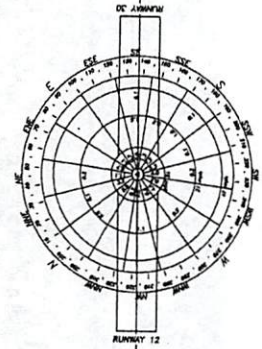
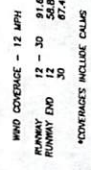
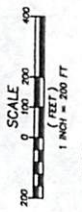
Respectfully,



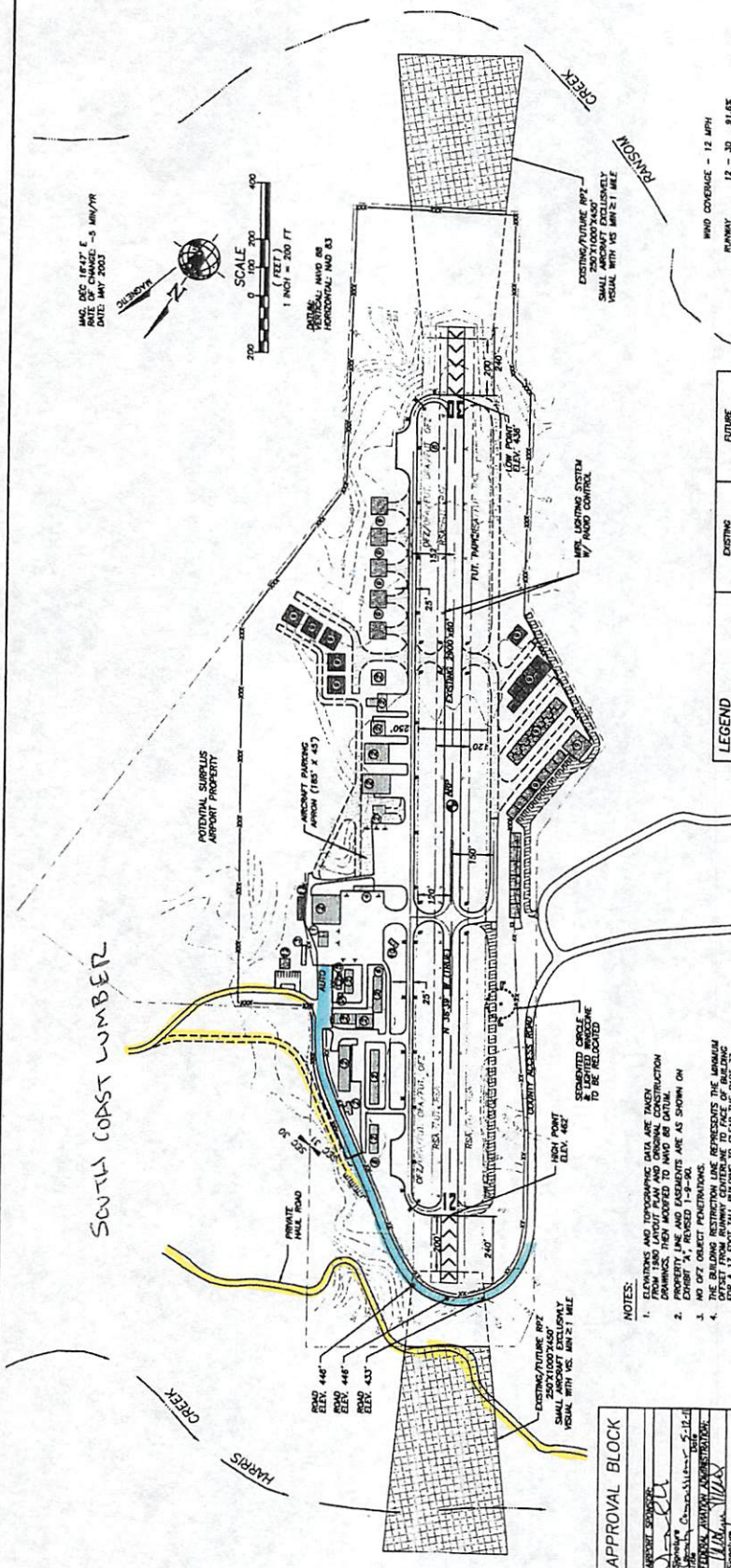
Cc: Martha Rice, City Attorney
Loree Pryce, Director of Public Works and Development Services
Mayor and City Council
Pat Fadden, South Coast Lumber Company
Gregory D. Fullem, Attorney at Law
Congressman Peter DeFazio
Senator Ron Wyden
Senator Jeff Merkley























CURRY COUNTY
BROOKINGS AIRPORT
AIRPORT LAYOUT PLAN

MAG. DEC 18'47" E
RATE OF CHANGE: -5 MIN/YR
DATE: MAY 2003



$\Delta = 34.636$ CALM 0-3 MPH
WIND DATA IS COMPILED FROM 15,344 OBSERVATIONS TAKEN
BY THE U.S. WEATHER BUREAU JANUARY 1937 THROUGH
DECEMBER 1942

[illegible]

LEGEND	DISTING	FUTURE
AIRFIELD PAVEMENT	—————	—————
ROADWAY PAVEMENT	—————	—————
PAVEMENT CONSTRUCTION STAGE 1	—————	—————
PAVEMENT CONSTRUCTION STAGE 2	—————	—————
PAVEMENT CONSTRUCTION STAGE 3	—————	—————
TAXIWAY PAVEMENT	—————	—————
PAVEMENT REMOVED	—————	—————
BUILDINGS		
BUILDING CONSTRUCTION STAGE 1		
BUILDING CONSTRUCTION STAGE 2		
BUILDING CONSTRUCTION STAGE 3		
SURPLUS PROPERTY LINE	*****	*****
PROPERTY LINE	—————	—————
BUILDING RESTRICTION LINE	—————	—————
P/W GRASS TREE AREA		
P/W SAFETY AREA		
P/W OBJECT FREE ZONE		
RUNWAY PROTECTION ZONE		
TOPOGRAPHIC CONTOUR	—————	—————
RUNWAY LIGHTING	—————	—————
AIRPORT FENCE	—————	—————
VEHICLE GATE		
AIRPORT DOCUMENT		
AIRPORT RETRANCE POINT		
P/W	—————	—————

RUNWAY DATA		R/W 12		R/W 30	
		EXISTING	FUTURE	EXISTING	FUTURE
ARC		B-1 (SMALL)	SAF	B-1 (SMALL)	SAF
CRITICAL AIRCRAFT		CESNA 402	SAF	CESNA 402	SAF
RUNWAY DIMENSIONS (L/W)		2800' x 60'	SAF	2800' x 60'	SAF
PAVEMENT TYPE		ASPHALT CONCRETE	SAF	ASPHALT CONCRETE	SAF
PAVEMENT DESIGN STRENGTH		S-12, 500 LB/S	SAF	S-12, 500 LB/S	SAF
PAVEMENT FINISHING		MRL	SAF	MRL	SAF
RUNWAY MARKING		BRSS	SAF	BRSS	SAF
EFFECTIVE GRADIENT (%)		.897	SAF	.897	SAF
USUAL APPROACH AIDS		PAI-2	SAF	PAI-2	SAF
NON-USUAL APPROACH AIDS		NONE	SAF	NONE	SAF
PSA DIMENSIONS (WIDTH/LENGTH FROM RUNWAY END)		130' / 240'	SAF	130' / 240'	SAF
PSA DIMENSIONS (WIDTH/LENGTH FROM RUNWAY END)		250' / 240'	SAF	250' / 240'	SAF
OPT DIMENSIONS (WIDTH/LENGTH FROM RUNWAY END)		250' / 200'	SAF	250' / 200'	SAF
RUNWAY END COORDINATES		N 42° 04' 37.74" W 124° 17' 34.85"	SAF	N 42° 04' 16.08" W 124° 17' 14.39"	SAF
APPROACH SLOPES	FAE PART 777	2:1	SAF	2:1	SAF
	ACTUAL	2:1	SAF	2:1	SAF
THRESHOLD DISPLACEMENT		NONE	SAF	NONE	SAF
THRESHOLD RELOCATION		2400'	SAF	2400'	SAF
TOTAL		2900'	SAF	2900'	SAF
TOGA		2900'	SAF	2900'	SAF
ASFA		2900'	SAF	2900'	SAF
IDA		2900'	SAF	2900'	SAF

BUILDINGS/FACILITIES	EXISTING	FUTURE	REMARKS
TERMINAL/ADMIN BUILDING	①	②	
PRIVATE HANGAR	②	③	
HOUSE HANGER			④
FUEL	④		
ROTATING BEACON	⑤		
WIND CONE	⑥		
LIGHTING SYSTEM BUILDING	⑦		
SUPPLEMENTAL WIND CONE	⑧		
APRDS	⑨		
MAINTENANCE BUILDING		⑩	
CIVIL AIR PATROL BUILDING		⑪	

AIRPORT DATA	EXISTING	FUTURE
SEAPLANE ELEVATION (MAD 80)	462'	
APPROACH REFERENCE POINT (ARP)	N 45° 17' W 21.38'	
MIN. DAILY MAXIMUM TEMPERATURE	63.77°	
APPROACH REFERENCE CODE	R-1 (SMALL)	
APRDS AXLE	CA	
TAXWAY LIGHTING	REFLECTORS	
EXISTING MARKINGS	CONTAINER	

[illegible]

NOTES:

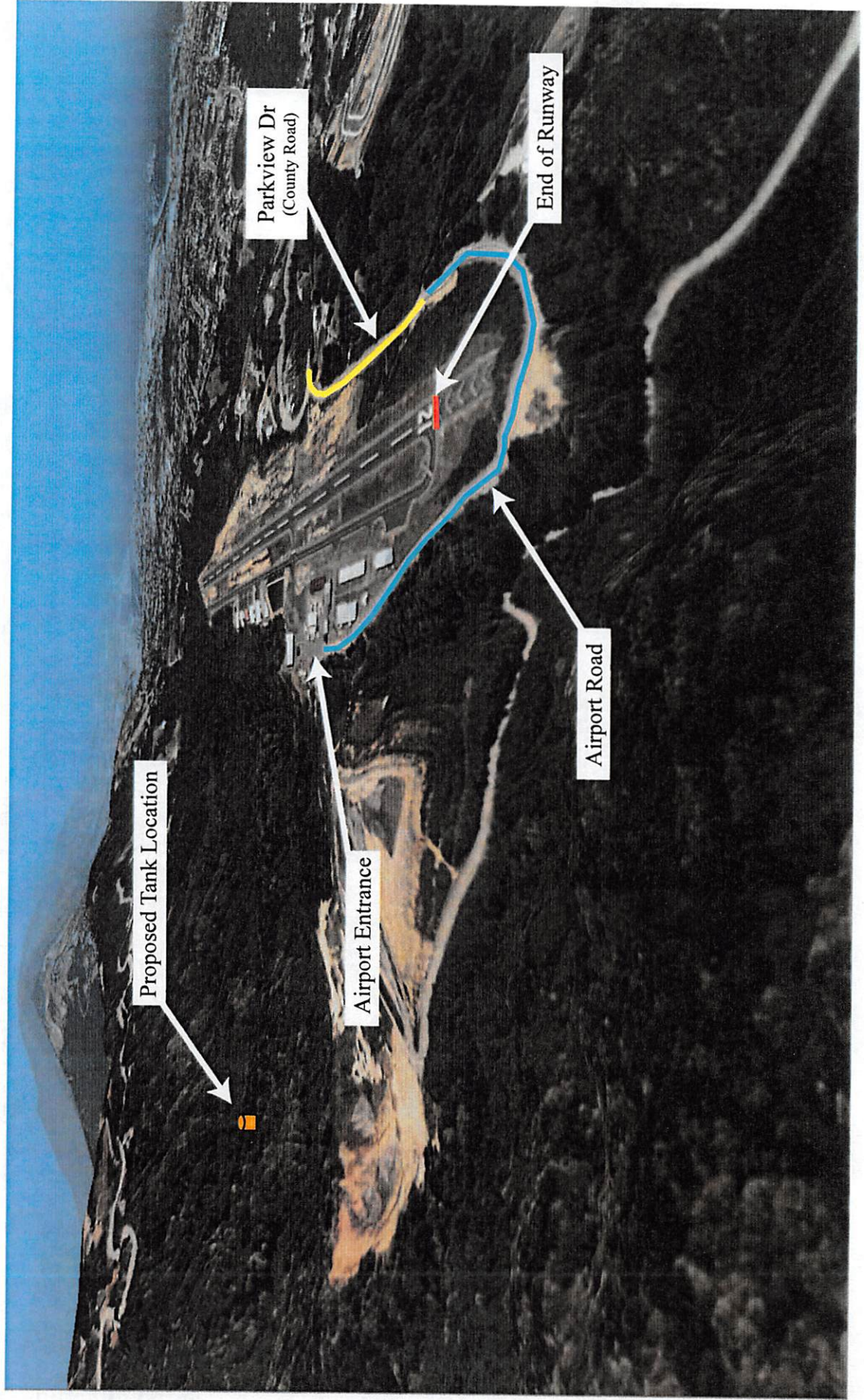
1. ELEVATIONS AND TOPOGRAPHIC DATA ARE TAKEN FROM THE PROPOSED PLAN AND GENERAL CONSTRUCTION DRAWINGS. THEY SHOULD BE CONFIRMED TO THE BEST DATA.
2. PROPERTY LINE AND LOT DIMENSIONS ARE AS SHOWN ON EXHIBIT "A", REVISED 1-9-80.
3. NO OFZ OBJECT PENETRATIONS.
4. THE BUILDING RESTRICTION LINE REPRESENTS THE MINIMUM DISTANCE FROM THE EXISTING BUILDING TO THE PROPOSED 17 FOOT TALL BUILDING TO CLEAR THE PART 77 7:1 TRANSITIONAL SURFACE.

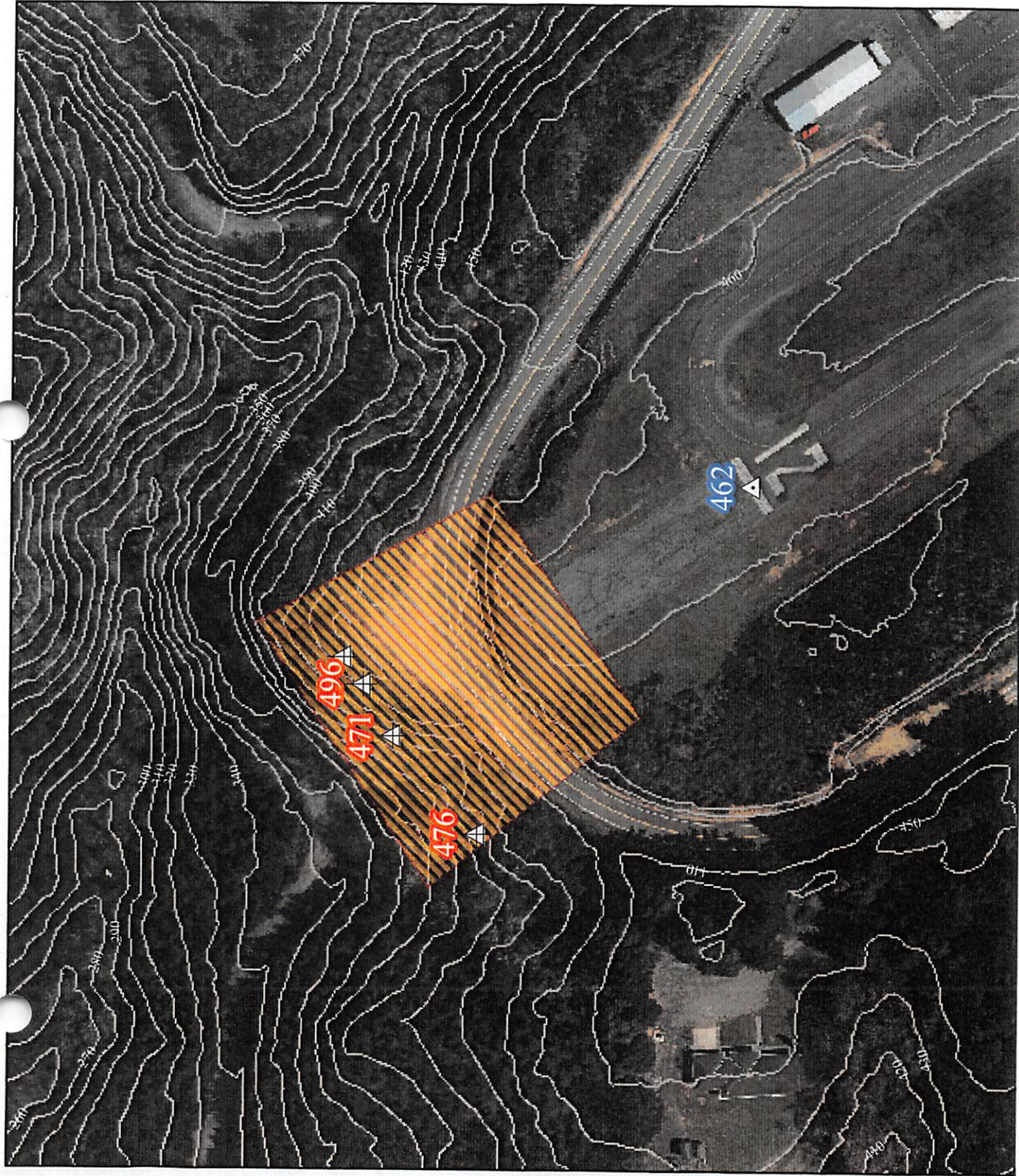
SOUTH COAST LUMBER

Exhibit A

Brookings Airport Project

Exhibit B





Area of Interest - City of Brookings, OR
Legend

Tree top elevations

End of Runway Elevation

Existing RPZ

10ft Contours

Notes: Exhibit C

Brookings Airport Project

Tree Top Elevations



This product is for informational purposes and may not have been prepared for, or be suitable for, legal, engineering or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the validity of the information.

Projections: NAD83 ORSOUTH
 Brookings GIS 4/21/2015

0 100 200 Feet



SCHWABE, WILLIAMSON & WYATT®
ATTORNEYS AT LAW

Pacwest Center, 1211 SW 5th Ave., Suite 1900, Portland, OR 97204 | Phone 503.222.9981 | Fax 503.796.2900 | www.schwabe.com

GREGORY D. FULLEM
Admitted in Oregon and Washington
Direct Line: 503-796-3736
E-Mail: gfullem@schwabe.com

March 31, 2015

VIA E-MAIL (ANDREW.EDSTROM@FAA.GOV) AND FIRST CLASS MAIL

Andrew Edstrom
FAA-Northwest Mountain Region
Seattle Airports District Office
1601 Lind Avenue SW - Suite 250
Renton, Washington 98057-3356

Re: Brookings Airport Project/Easements for South Coast Lumber Co. and Chetco Resources, LLC

Dear Mr. Edstrom:

We recently were asked by Martha Rice, counsel for the City of Brookings, Oregon (the "City"), to write to you describing why our two clients – South Coast Lumber Co., an Oregon corporation ("South Coast"), and Chetco Resources, LLC, an Oregon limited liability company ("Chetco") – are unwilling to accept a mere access license from Curry County, Oregon (the "County") over County lands with respect to the proposed local Brookings Airport improvement project. Acceptance of the license would be in lieu of our clients receiving a perpetual, recordable easement agreement for road access purposes, as originally negotiated between South Coast, Chetco and the County. I assume that you understand, but want to remind you, that a license in Oregon is generally deemed to be a non-possessory real property interest that is revocable at the will of the grantor.

For your additional background and understanding, South Coast is the sole member of Chetco and the interests of the two entities are completely aligned. Our clients are forest products companies that, together with affiliates, own and manage commercial timberlands and other properties, harvest forest products and manufacture wood products in Curry County and the surrounding region. The South Coast family of businesses have been active in the area for over a half century, and collectively comprise a major source of employment in the region.

Portland, OR 503.222.9981 | Salem, OR 503.540.4262 | Bend, OR 541.749.4044 | Eugene, OR 541.686.3299
Seattle, WA 206.622.1711 | Vancouver, WA 360.694.7551 | Washington, DC 202.488.4302

PDX\110176\196821\GDF\15599237.2

South Coast and its predecessors in interest have been using an access road over the County parcel in question for no less than 50 years for timber management, timber harvest and other legal ingress and egress purposes. South Coast purchased from Brookings Plywood in the late 1970s the timberlands now collectively owned by South Coast and Chetco in the area of the pertinent County property. Prior and subsequent to the acquisition of those timberlands by South Coast, the relevant timberland owners have used a gated access road that ties to the airport road across the County parcel over which the easement is being sought. This ongoing access use by the relevant timberland owners probably predates the very existence of the airport.

We understand that the Federal Aviation Administration through your office has requested that the new access rights to be obtained by South Coast and Chetco over the County airport lands in question be in the form of a license agreement, rather than a perpetual easement agreement. For the following reasons, that approach is unacceptable to South Coast and Chetco:

1. As noted above, the use of the existing County airport access road by South Coast has been continuous, open and unrestricted for decades and South Coast has enjoyed use of the road for timber management, timber harvest and other legal ingress and egress purposes. As also noted above, our clients are forest products companies. Their local timber inventory matures over a period of many decades, and the companies need to have reliable, continuous access to the timberlands that can be relied upon for long range planning, silvicultural and other management activities and timber harvest and hauling from their property. Our clients are willing to be subject to reasonable restrictions and would agree in writing not to impede flight paths or unreasonably interfere with airport operations, etc. However, restrictions that interfere with the reasonable timber management purposes that South Coast has traditionally enjoyed in the area are not acceptable, and would cause our clients undue economic and operational hardship.

2. South Coast and Chetco Resources have agreed to grant to the City of Brookings and County (as applicable) related perpetual easements encumbering their respective tracts to provide for the construction, operation and maintenance of water tanks, water lines and access roads for water facilities related to the proposed airport project (collectively, the "Other Easements") that will principally benefit the airport improvements. Receiving a similar perpetual access easement from the County in return to assist South Coast and Chetco in conducting their valuable regional business is a reasonable exchange for the grant of the Other Easements.

3. We understand that, until recently, the referenced existing airport road was widely thought to be a County road. This belief was apparently recently confirmed by long-time (20 or more years) County Roadmaster Dan Crumley, who said that County Road Funds were used to maintain Airport Road. According to an article in the December 13, 2013, edition of the Curry Coastal Pilot: "Historically, the county road fund received its money — on average, about \$3.5 million a year — from U.S. Forest Service timber sales, which represented about 75 percent of that pot." So, essentially, money from local harvesting, performed in significant measure by South Coast and affiliates, paid for maintaining the airport road for decades. We are told that approximately 50% of the length of the access easement being sought by South Coast and Chetco for access to their properties is contained within this same historic airport road.

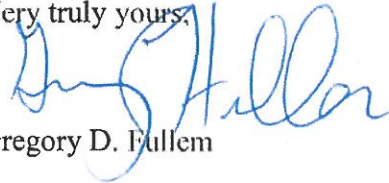


Andrew Edstrom
March 31, 2015
Page 3

Reducing the access of our clients to this existing road, despite the fact that South Coast has inadvertently funded its construction and maintenance over time, seems inequitable at the very least.

We are happy to discuss with you any of the information requested above, and appreciate any consideration that you can give to this letter.

Very truly yours,



Gregory D. Fullem

GDF:csb

cc: Virgil Frazier (via e-mail virgilf@socomi.com)
Pat Fadden (via e-mail patf@socomi.com)
Jerry Herbage (via e-mail herbageg@co.curry.or.us)
Gary Milliman (via e-mail gmilliman@brookings.or.us)
Martha Rice (via e-mail mrice@attyblack.com)





City of Brookings

898 Elk Drive, Brookings, OR 97415
(541) 469-1101 Fax (541) 469-3650 TTL (800) 735-1232
gmilliman@brookings.or.us

GARY MILLIMAN

City Manager

Credentialed City Manager
International City Management Association

ICMA Career Excellence Award 2012
ICMA Management Innovation Award 1979

Jerry Herbage, County Counsel
Curry County
94235 Moore Street
Gold Beach, OR 97444

June 10, 2014

Dear Mr. Herbage,

The purpose of this letter is to address the concerns raised by the Federal Aviation Administration (FAA) concerning the Brookings Airport Infrastructure Project as described in the email dated May 22, 2014, which you forwarded to the City on May 29, 2014, and as further described in our meeting on June 4, 2014.

We request a meeting or conference call with County representatives, FAA representatives and our project team at the earliest possible date.

THE CITY AND THE COUNTY ARE CO-APPLICANTS

The City of Brookings and Curry County are co-applicants and co-recipients of the financial assistance award from the U.S. Economic Development Administration (EDA) for the "Infrastructure Improvements to Brookings Airport and Industrial Park" project.

Curry County executed a Co Applicant Agreement on August 14, 2012, and the EDA Financial Assistance Award document on October 17, 2012 through which it agreed to the Special Award Conditions, Line Item Budget, compliance with Uniform Administrative Requirements for Grants and Agreements, Cost Principles for State/Local/Indian Tribal Governments, Audits and EDA Standard Terms and Conditions Public Works and Implementation Construction Components.

The budget includes \$40,000 for "land, structures and rights of way appraisals." It was anticipated that this funding would be needed to acquire easements along Parkview Drive, across the Gowman property to interconnect the City's Seacrest Reservoir with the new reservoir, and to acquire the reservoir site. There was never any discussion of purchasing easements from the County for the water or sewer line, or ingress/egress to the reservoir site.

Special Award Condition 4 provides that, prior to the start of construction, "the Recipient shall provide evidence satisfactory to the Government that the Recipient has acquired good

and merchantable title, free of all mortgages, foreclosable liens, or encumbrances, to all land, rights-of-way, and easements necessary for the completion of the Project.” Curry County is a Recipient.

Exhibit A of the Financial Assistance Award provides that construction of the project must commence no later than October 17, 2014. We have been working toward this deadline now for many months. Mayor Hedenskog, and our project engineer, Michael Dees, joined me in a meeting with the Brookings Airport Advisory Committee, Commissioner Itzen and County consulting engineer Randy Kruckenberg on February 12, 2014, at which time plans for the project...including access roads and the pipelines under the runway...were fully disclosed and discussed. We left that meeting with the understanding that all was in order and we would proceed with final design.

It occurs to us that, perhaps, the FAA representatives are not fully aware that the County is a co-Recipient for this project.

THE PROJECT IS FUNDED BY THE U.S. ECONOMIC DEVELOPMENT ADMINISTRATION AND THE CITY OF BROOKINGS

The total estimated cost of the project is \$2,936,850. The Federal share of the cost is \$1,762,110 and the Recipient share is \$1,174,740. The City has agreed to pay the full cost of the Recipient share; the County has no financial obligation to the project.

At this time, the City is simply requesting that the County provide easements necessary for the construction and maintenance of the water and sewer improvements as a “no cost” form of participation in the project.

THE PROJECT PROVIDES SUBSTANTIAL ECONOMIC BENEFIT TO THE AIRPORT AND THE AIRPORT OWNER

The benefit of the project to the County and the City is well documented. I have attached narrative excerpts from the project application.

The horizontal directional drilling (HDD) pipeline design provides for connection to any water or sewer lines which the airport wishes to make at locations just at the airport fence line at both the east and west side of the field.

The current water supply to the airport is very limited (less than 45 gpm) and at very low pressure at times less than the 20 psi required by Oregon State health regulations. This disallows any fire fighting support from the water system and does not allow significant development of new airport facilities.

This project will allow provision of over 3,000 gpm of fire-fighting water delivery, including the capacity to support of fire sprinkler systems, domestic water service at pressures greater than 45 psi and provision of sewer service which is currently not available to the airport.

Following is an excerpt from the grant application:

"The project will provide water and sewer infrastructure improvements to Brookings Airport and an adjoining 20-acre parcel owned by Curry County. The improvements will facilitate development of airport-dependent light industrial uses on the airport site and additional light industrial uses on the adjacent County-owned property."

The application also indicates that the provision of water and sewer service is important to support the use of the Brookings Airport as a staging area following a major disaster event affecting the region.

Attached is a letter dated May 23, 2012, from the Curry County Board of Commissioners expressing support for the project and indicating that *"This Brookings Airport is a significantly underutilized economic resource"*, that *"the Brookings Airport Infrastructure Project would make light industrial sites available for both air-dependent and general light industry development"*, and that *"The Brookings Airport is also the only public airport proximate to the Curry County Population base that is not located in a tsunami inundation zone. The airport is designated as the major staging area for the receipt of supplies and others resources in the event of a disaster event. Having adequate water and sewer facilities available at the airport is essential to sustain a disaster relief effort."*

THE EASEMENTS

The City and South Coast Lumber Company are requesting easements on the Airport property for the following elements of the project. We are certainly willing to amend that sentence that FAA found objectionable (email dated May 22, 2014, from Andrew Edstrom) out of the proposed easement agreements.

PIPELINE

The City is seeking approval from our project partner, Curry County, to install water and sewer pipelines under the airport runway. The sewer pipeline would terminate in the vicinity of the airport terminal. The water pipeline would continue past the airport terminal, would be available to serve the newly leased space for the Cal Ore Life Flight hanger, and would continue through airport property and onto South Coast Lumber property where it would terminate at a new water storage reservoir.

The width of the pipeline easement would be 30 feet, which is sufficient to accommodate both water and sewer pipes and maintain required distances for separation between potable water and sanitary sewer mains.

Please see the discussion below on the topic of pipelines under the runway.

INGRESS/EGRESS TO RESERVOIR SITE

The City is requesting a roadway easement across the airport property for ingress/egress to the proposed reservoir that would be located on the adjacent South Coast Lumber property. This easement would be 30 feet in width and would follow the alignment of the existing Airport Road to a location near the airport gate, then turning north across undeveloped property on a portion of airport property that is not used for aeronautical purposes.

INGRESS/EGRESS TO SOUTH COAST PROPERTY

South Coast Lumber Company has requested an ingress/egress access easement across airport property as “quid pro quo” for providing ingress/egress and a reservoir site on their property. The South Coast ingress/egress easement would enable South Coast to transport logs from its adjacent forest land to the County Road. This easement would follow the same alignment as the City ingress/egress easement.

If compensation to the County is required for this access easement, the City will pay for the easement based upon an appraised value. We note, however, that South Coast Lumber Company has frequently acted as a “good corporate citizen” by conveying land to the City and the County at no fee, including a parcel of land that was added to the Brookings Airport in 1996.

TEMPORARY CONSTRUCTION EASEMENTS

The City is seeking a 70 foot wide temporary construction easement for the new road that would extend from Airport Road to the water storage reservoir.

THE PIPELINES UNDER THE RUNWAY

It has been suggested that we reconsider this route and, instead, install the water and sewer mains along the County Road and Airport Road. The roadway route around the north end of the airport is a poor choice because:

1. There are steep cut and fill banks above and below the roadway, making placement of two lines, one of water and the other for a sewer force main impractical except on the roadway itself.
2. The separation distance between the water line and wastewater line of 10 feet required by health and environmental regulations would take up the majority of the roadway surface, thereby requiring complete replacement of the asphalt roadway surface.
3. Construction would be very distributive of traffic into and out of the airport, at times causing delays.
4. The cost differential between the horizontal directional drilling (HDD) procedure and route verses surface trench installed routing around the north end of the airport is an addition of approximately \$400,000. This includes the necessary additional engineering and surveying. It does not include new permitting, environmental or administrative time.
5. The HDD process is a mature proven technique. It has been used extensively for situations such as this, where it is imperative that no surface disruption occur or is even possible between the entry and exit locations of the pipe line. For example, this method is used to cross under environmental sensitive areas such as wetlands or under bodies of water such as bays, rivers and sloughs. We understand this method has been used at the Portland International Airport for installation of new storm drainage lines and jet fuel delivery lines under the runways, taxi-ways and tarmacs in order to avoid disruption of operations.

6. The proposed installation would be at a depth of 25 feet or deeper if preferred, under the airport and under areas which currently have no construction other than runway, taxi-way and tarmac. . At this depth, no existing signal lines, infrastructure, utilities or other features of the airport would be impacted.
7. The installation at this depth would have no negative effect on the ability of the airport to construct future improvements over the very deep pipe lines such as hangers.
8. There is no anticipation of maintenance of these lines via the surface, just as is the case when installed under water or wetlands. The installed pipe lines consist of a single fused pipe with no fittings or joints which could leak. The lines have anticipated service lives of over 90 years.

USE OF AIRPORT ROAD

We only became aware that the upper portion of Airport Road is not a County Road at the June 4 meeting. As you will recall, we met recently to discuss conveying various County roads to the City and this segment of Airport Road was among those roads listed by the County as being County-maintained roads within the City Limits that could possibly be conveyed to the City. Based upon the June 4 reaction from long-time County Roadmaster Dan Crumley, it appears that he was also unaware that FAA restrictions apply to the use of this road, and that it is not a part of the County Road system. It is our understanding that the County has been using County Road funds to maintain and improve this road for decades.

COMPENSATION TO COUNTY FOR EASEMENTS

We understand that FAA has advised the County that they should receive fair market value for the requested easements. The City has retained the services of Chris Fromme, of Coos Bay, to appraise the subject easements. We hereby request that you provide us with a copy of the appropriate sections of the grant agreement assurances or other documentation of this requirement.

COMPENSATION TO COUNTY FOR ADMINISTRATIVE COSTS

We understand that FAA has advised the County that they should seek full compensation for all County staff time and expenses associated with processing the above described easements. We hereby request that you provide us with a copy of the appropriate sections of the grant agreement assurances or other documentation of this requirement.

NEPA REVIEW

We have attached a copy of the Environmental Review Narrative that we prepared for this project and that was circulated to all required agencies for review, including FAA.

REQUESTED COURSE OF ACTION

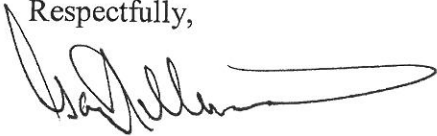
Again, we are requesting a joint meeting or conference call with County and FAA officials concerning this matter. Please provide FAA with a copy of this letter and the attachments; with your permission, we would be happy to do so.

We have reviewed Chapter 22 of FAA regulations relating to the release of property upon which federal funds have been used for acquisition or improvement. Specifically, we have reviewed:

- Section 22.4(c) relating to release requests.
- Section 22.5 relating to concurrent use of aeronautical property for other uses.
- Section 22.10 relating to release from Federal obligation to furnish space or land without charge.
- Sections 22.24 and 22.25 relating to the procedure for release requests.

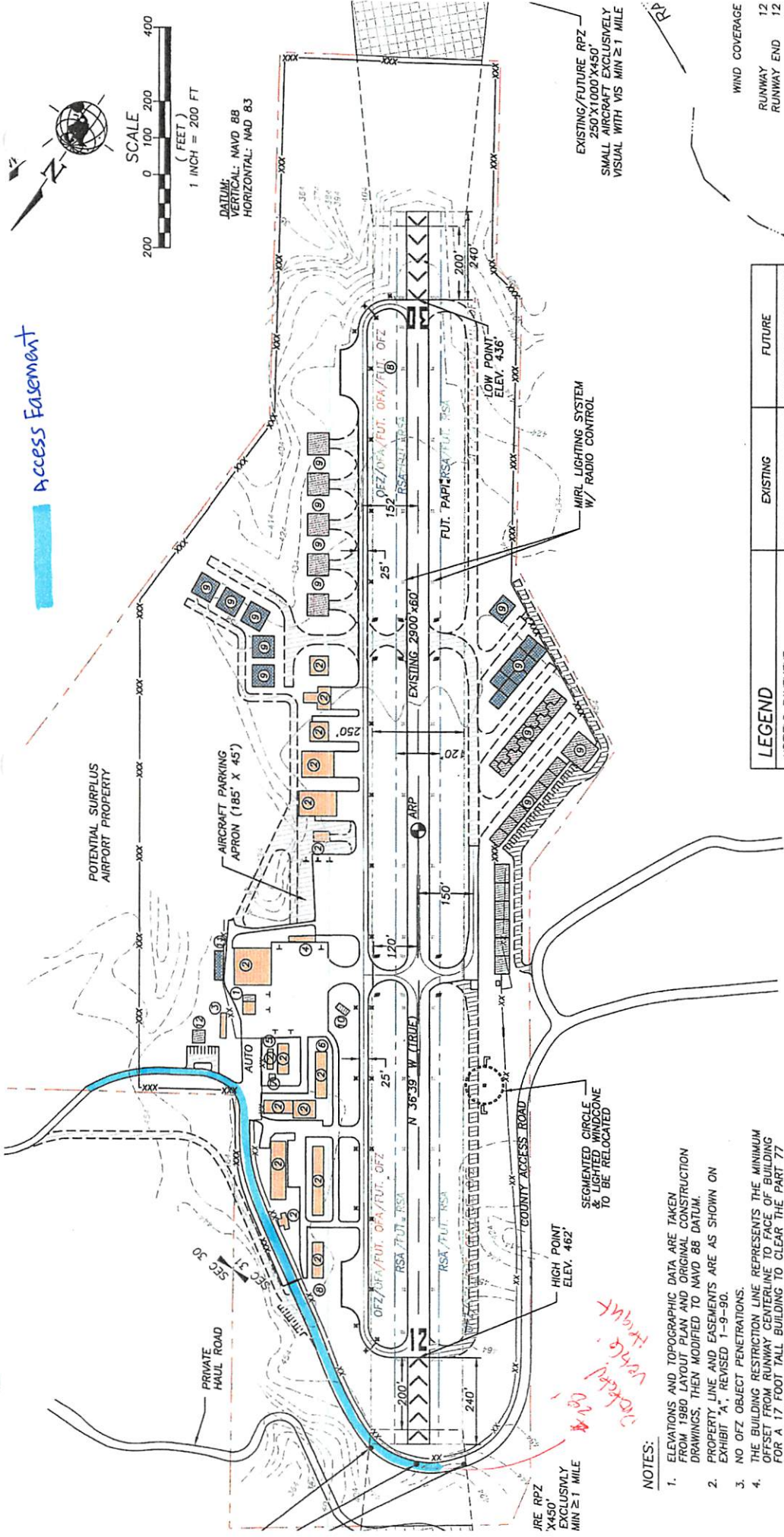
We believe that the County could justify that a release is not needed as the proposed easements will be used to support and enhance aeronautical and compatible nonaeronautical uses on the airport property, and will not impair the continued use of the airport for aeronautical purposes.

Respectfully,

A handwritten signature in dark ink, appearing to be "L. Pryce", written over a horizontal line.

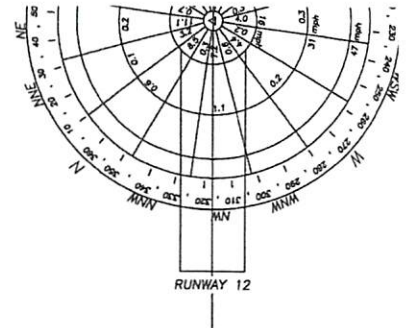
Cc: Commissioner Itzen
Mayor and City Council
Loree Pryce, Public Works/Development Services Director
Michael Dees, The Dyer Partnership
Pat Fadden, South Coast Lumber Company

Access Easement



WIND COVERAGE
RUNWAY 12
RUNWAY 12
30
*COVERAGES INC

WIND R

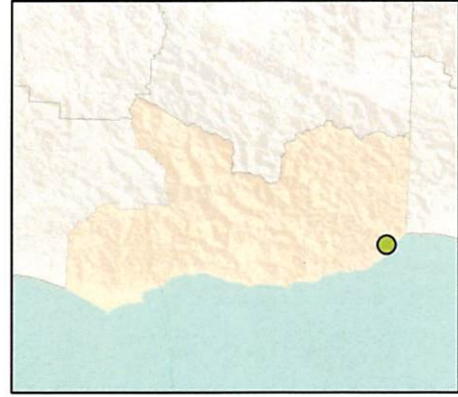


LEGEND	EXISTING	FUTURE
AIRFIELD PAVEMENT		
ROADWAY PAVEMENT		
PAVEMENT CONSTRUCTION STAGE 1		
PAVEMENT CONSTRUCTION STAGE 2		
PAVEMENT CONSTRUCTION STAGE 3		
TAXIWAY HOLDLINE		
PAVEMENT REMOVED		
BUILDINGS		
BUILDING CONSTRUCTION STAGE 1		
BUILDING CONSTRUCTION STAGE 2		
BUILDING CONSTRUCTION STAGE 3		
SURPLUS PROPERTY LINE		
PROPERTY LINE		
BUILDING RESTRICTION LINE (SEE NOTE #4)		
R/W OBJECT FREE AREA		
R/W SAFETY AREA		
R/W OBJECT FREE ZONE		
RUNWAY PROTECTION ZONE		

RUNWAY DATA		R/W 12		R/W 30	
ARC	EXISTING	FUTURE	EXISTING	FUTURE	
CRITICAL AIRCRAFT	B-1 (SMALL)	CESSNA 402	B-1 (SMALL)	CESSNA 402	
RUNWAY DIMENSIONS (L/W)	2900' x 60'	2900' x 60'	2900' x 60'	2900' x 60'	
PAVEMENT TYPE	ASPHALT CONCRETE	ASPHALT CONCRETE	ASPHALT CONCRETE	ASPHALT CONCRETE	
PAVEMENT DESIGN STRENGTH	S-12,500LBS	S-12,500LBS	S-12,500LBS	S-12,500LBS	
RUNWAY LIGHTING	MIRL	MIRL	MIRL	MIRL	
RUNWAY MARKING	BASIC	BASIC	BASIC	BASIC	
EFFECTIVE GRADIENT (%)	.897	.897	.897	.897	
VISUAL APPROACH AIDS	PAPI-2	PAPI-2	PAPI-2	PAPI-2	
INSTRUMENTAL APPROACH AIDS	NONE	NONE	NONE	NONE	
RSA DIMENSIONS (WIDTH/LENGTH FROM RUNWAY END)	120' / 240'	120' / 240'	120' / 240'	120' / 240'	
OFA DIMENSIONS (WIDTH/LENGTH FROM RUNWAY END)	250' / 240'	250' / 240'	250' / 240'	250' / 240'	
OFZ DIMENSIONS (WIDTH/LENGTH FROM RUNWAY END)	250' / 200'	250' / 200'	250' / 200'	250' / 200'	
RUNWAY END COORDINATES	N 42° 04' 37.74"	N 42° 04' 37.74"	N 42° 04' 37.74"	N 42° 04' 37.74"	

NOTES:

- ELEVATIONS AND TOPOGRAPHIC DATA ARE TAKEN FROM 1980 LAYOUT PLAN AND ORIGINAL CONSTRUCTION DRAWINGS, THEN MODIFIED TO NAVD 88 DATUM.
- PROPERTY LINE AND EASEMENTS ARE AS SHOWN ON EXHIBIT 'A', REVISED 1-9-90.
- NO OFZ OBJECT PENETRATIONS.
- THE BUILDING RESTRICTION LINE REPRESENTS THE MINIMUM OFFSET FROM RUNWAY CENTERLINE TO FACE OF BUILDING FOR A 17 FOOT TALL BUILDING TO CLEAR THE PART 77 7:1 TRANSITIONAL SURFACE.



Area of Interest - City of Brookings, OR

Legend

Easements

- Easement (Requested) - City/SLC
- Easement - City (Granted by SLC)
- Easement - City/SLC

Roads

- Existing
- Proposed

- Tank/Reservoir Site (SLC property)



Airport Entrance

Property Lines

Notes:

The requested easement will grant access to an existing paved road already open to public travel.



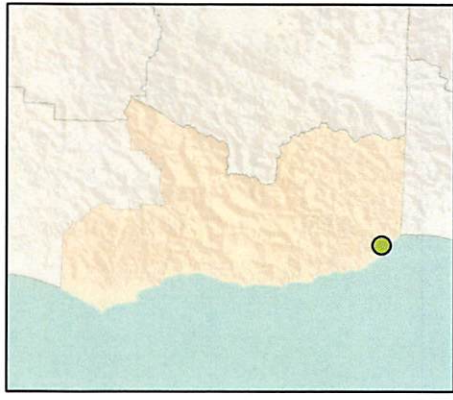
This product is for informational purposes and may not have been prepared for, or be suitable for, legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the validity of the information.

Projections: NAD83 / GRSouth,
Brookings GIS (6/2/23/2015)



Brookings Airport Project

Easements/Existing Infrastructure

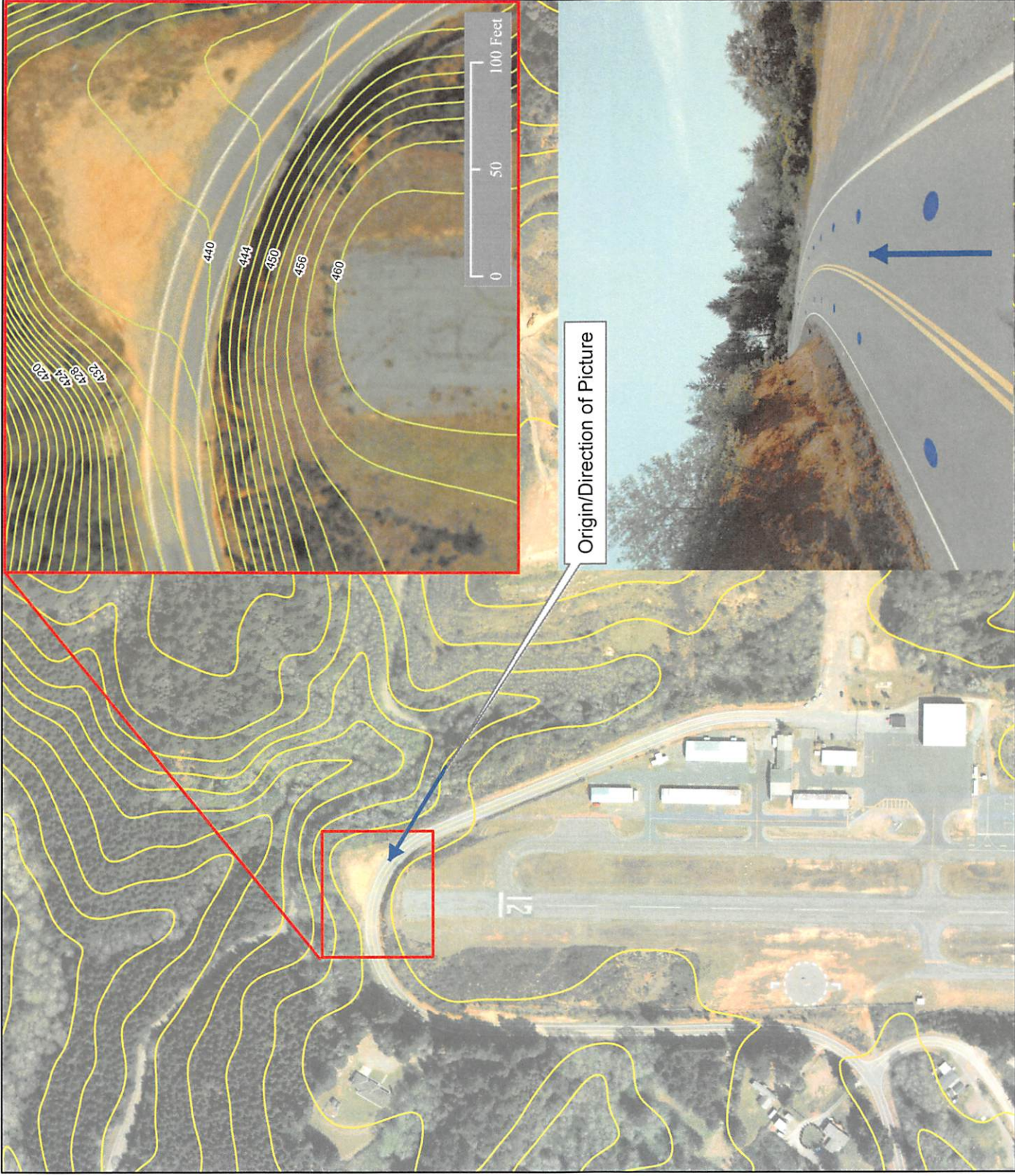


Area of Interest - City of Brookings, OR

Legend

Notes:

Photo taken at a height of 10'.



Brookings Airport Project Elevation Profile

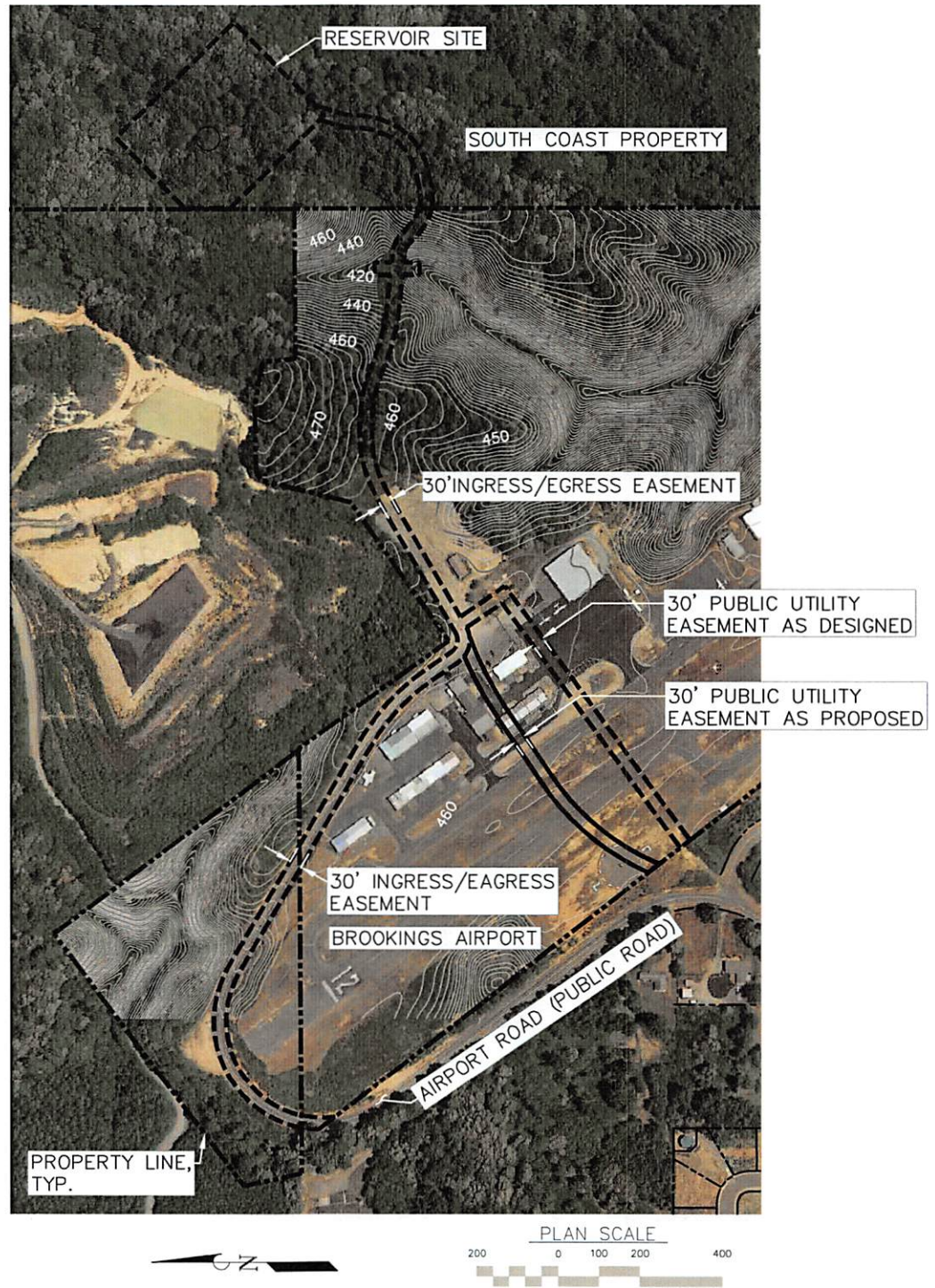


This product is for informational purposes and may not have been prepared for, or be suitable for, legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.

Projections: NAD83 ORSouth,
Brookings GIS 2/27/2015

0 250 500 Feet

LOCATED IN SW 1/4 OF SECTION 30 & N 1/2 OF SECTION 31 ,
TOWNSHIP 40 SOUTH, RANGE 13 WEST, W.M., CURRY COUNTY, OREGON



THE DYER PARTNERSHIP
ENGINEERS & PLANNERS, INC.

DATE: SEPTEMBER 2014
PROJECT NO.: 145.43

CITY OF BROOKINGS
AIRPORT INFRASTRUCTURE IMPROVEMENTS

CURRENT DESIGN AND PROPOSED PUBLIC UTILITY EASEMENT MAP

FIGURE NO.
A

PETER A. DeFAZIO
4TH DISTRICT, OREGON

TRANSPORTATION AND
INFRASTRUCTURE
RANKING MEMBER



Congress of the United States
House of Representatives
May 20, 2015

PLEASE RESPOND TO:

- ☐ 2134 RAYBURN HOUSE OFFICE BUILDING
WASHINGTON, DC 20515-3704
(202) 225-8418
- ☐ 405 EAST 8TH AVENUE, #2030
EUGENE, OR 97401
(541) 485-6732
1-800-944-8803
- ☐ 125 CENTRAL AVENUE, #350
COOS BAY, OR 97420
(541) 269-2809
- ☐ 612 SE JACKSON STREET, #9
ROSEBURG, OR 97470
(541) 440-3523
- ☐ defazio.house.gov

Eduardo Angeles
Associate Administrator
Office of the Associate Administrator for Airports
Federal Aviation Administration
800 Independence Avenue, SW
Washington, D.C. 20591

Dear Mr. Angeles:


In 2014, the U.S. Department of Commerce and Economic Development Administration awarded the City of Brookings and Curry County (co-applicant) a \$1.7 million grant for a project to construct a one million gallon water storage tank to serve the Brookings Airport. The total cost of the project is expected to be more than \$2.7 million, with the balance of funding coming from local sources.

This is a significant economic development and emergency preparedness investment in Southwest Oregon. The Brookings Airport is designated as a regional staging area for disaster relief. Having adequate water and sewer facilities available at the airport is essential to sustain a disaster relief effort on the Oregon Coast or in Northern California. The storage tank will also enhance fire protection preparedness and provide a reserve to sustain the City's water system if the municipal supply is disrupted.

In securing all necessary local, state, and federal approvals to move forward with the project, the City of Brookings and Curry County discovered that Airport Road – a road previously thought to be a county administered road – is in fact an airport road. While I am aware that certain federal regulatory requirements and responsibilities are associated with airport property, I am writing to confirm that existing public access to Airport Road will continue uninhibited and without the need for additional Federal Aviation Administration (FAA) approval. Does the FAA see any reason why current or future access to Airport Road will not continue?

FAA's assurance that existing public access to Airport Road will continue is of the utmost importance to the local community, businesses, and the airport itself. It is also of extraordinary importance to neighboring landowners, such as Chetco Resources and South Coast Lumber that have used – and will continue to use – the road to access their adjacent private property and to conduct timber operations. Thank you for your prompt attention to this matter.

Sincerely,


Peter DeFazio
Member of Congress



U.S. Department
of Transportation
**Federal Aviation
Administration**

Office of the Associate Administrator
for Airports

800 Independence Ave., SW.
Washington, DC 20591

MAY 27 2015

The Honorable Peter A. DeFazio
House of Representatives
Washington, DC 20515

Dear Congressman DeFazio:

Thank you for your May 20 letter about Parkview Drive ("Airport Road") at Brookings Airport (BOK). We understand the importance of constructing the water storage tank to serve BOK and the local community. In support of this water storage tank, on April 17, we approved easements to the city for access through airport property to the water tank.

Parkview Drive exists primarily for the purpose of providing public access to BOK. The State of Oregon transferred BOK and a portion of Parkview Drive to the county on May 23, 1997. We understand that a secondary concurrent use of the road has provided access to Chetco Resources and South Coast Lumber. At this time, we do not see any reason why the current and future access on this road, at the existing levels and for the existing purposes, will not continue.

The confirmation of this secondary use should not be construed to place an encumbrance on the property or permit expansion of existing uses of the road. The BOK maintains the ability to change the location of the access road in the future and limit expansion of nonairport-related traffic as needed for airport safety and efficiency.

If you or your staff need further assistance, please contact Molly Harris, Acting Assistant Administrator for Government and Industry Affairs, at (202) 267-3277.

Sincerely,

Eduardo A. Angeles
Associate Administrator
for Airports



**Curry County
Board of Commissioners**

Susan Brown, *Chair*

Thomas Huxley, *Vice Chair*

David Brock Smith, *Commissioner*

94235 Moore Street/Suite #122

Gold Beach, OR 97444

541-247-3296, 541-247-2718 Fax

800-243-1996 www.co.curry.or.us

June 3, 2015

South Coast Lumber Co.
Attn: Pat Fadden
P.O. Box 670
Brookings, OR 97415

Chetco Resources, LLC
Attn: Pat Fadden
P.O. Box 670
Brookings, OR 97415

Re: Airport Road Access for South Coast Lumber Co. and Chetco Resources, LLC

Dear Mr. Fadden:

As you know, we at Curry County (the "County") have been engaged in ongoing communications with the U.S. Federal Aviation Administration (the "FAA") and the City of Brookings, Oregon (the "City") regarding, among other issues, access in favor of both South Coast Lumber Co., an Oregon corporation ("South Coast") and Chetco Resources, LLC, an Oregon limited liability company ("Chetco"), to their respective resource lands through the use of Airport Road. This letter is intended to memorialize, in writing, the County's position regarding the referenced access.

The Airport Road comprises approximately 2,549 lineal feet of roadway, including a portion that has been in existence for decades and a short additional segment that will be constructed as part of the Brookings Airport Infrastructure Project. Both the historical portion and the new segment are intended at all times to be included within Airport Road for purposes of this letter.

The Airport Road has been historically maintained by Curry County as a County road allowing for general public access, and the County has expended public funds allocated for County road maintenance on Airport Road for at least 30 years. There is no gate or other controlled access to Airport Road and Airport Road is located outside of the Brookings Airport fence. South Coast has used for decades and continues to use this road for access to its adjoining timberlands, a portion of which was recently conveyed to Chetco, which is wholly owned by South Coast.

The FAA-approved Airport Layout Plan (attached to this letter as Exhibit "A") shows two points of access from South Coast/Chetco property onto the County-owned Airport property. The attached copy of the Plan shows Airport Road (blue), the two access roads leading to South Coast/Chetco lands (yellow) and an existing logging road that cuts through the airport property (yellow). As this Airport Layout Plan has been approved by FAA, we believe that FAA has already acknowledged and consented to the use of Airport Road by South Coast for access to their timberlands. The purpose of this letter is to confirm, in writing, the County's understanding regarding the rights of South Coast and Chetco to use Airport Road and the other designated access points for ingress and egress to their adjoining timberlands.

We hereby confirm that South Coast has longstanding consent to use Airport Road and the other designated access points for lawful vehicular ingress and egress in and to its adjoining timberlands. Furthermore, the County hereby confirms that Chetco, as recent successor in interest to certain timberlands in the area once owned by South Coast (its parent company), has succeeded to the longstanding ingress and egress rights that have endured over time with respect to the properties recently transferred by South Coast to Chetco. South Coast and Chetco shall continue to enjoy these longstanding, enforceable rights to use Airport Road without any additional limitation or restriction.

The County acknowledges that, in consideration of the receipt of this letter by South Coast and Chetco, these two entities (as applicable) will be entering into the following in connection with the Brookings Airport Infrastructure Project, each of which shall encumber respective South Coast and Chetco properties: (a) a Temporary Construction Easement between Chetco and the City of Brookings; (b) a perpetual Public Utility Easement for Water Reservoir between South Coast, Chetco and the City of Brookings; and (c) a perpetual Public Utility Easement for Waterline & Ingress/Egress between South Coast, Chetco and the City of Brookings. These referenced easements, although conveyed to the City of Brookings, materially benefit the Brookings Airport Infrastructure Project, and, thus, materially benefit the County.

This letter is in no way intended to circumvent, contradict, or violate FAA Grant Assurances, specifically the assurance that provides that Curry County will not sell, lease, encumber, or otherwise transfer or dispose of any part of its title or other interest in the property comprising the Brookings Airport. Curry County intends to at all times be in compliance with this grant assurance and by way of this letter is not selling, leasing, encumbering, or otherwise transferring or disposing of Brookings Airport property.

The County's confirmation herein constitutes an estoppel by the County with respect to the referenced vehicular ingress and egress rights currently held by South Coast and Chetco regarding Airport Road and the other designated access points.

Respectfully,

Curry County Board of Commissioners

Susan Brown, Chair

Thomas Huxley, Vice Chair

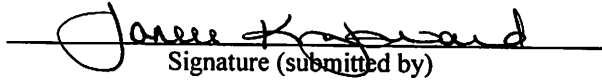
David Brock Smith, Commissioner

cc: Martha Rice, City Attorney (via email)
LauraLee Snook, Director of Public Works and Development Services (via email)
Gary Milliman, City Manager (via email)
Mayor and City Council (via email)
Pat Fadden, South Coast Lumber Company (via email)
Greg Fullem, Attorney at Law (via email)

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: June 22, 2015


Signature (submitted by)

Originating Dept: Finance and HR

City Manager Approval

Subject: Transfer of Appropriations for FY 2014-15 Budget.

Recommended Motion:

- Adopt Resolution 15-R-1062 approving appropriation transfers for insurance proceeds received in the Wastewater Fund.
- Adopt Resolution 15-R-1063 transferring appropriations from contingency to Legislative/Administration in the General Fund.
- Adopt Resolution 15-R-1064 approving appropriation transfers in the Water Fund, Water Loan Fund, Water System Replacement Fund (SRF), Wastewater System Replacement Fund(SRF), and the Stormwater System Replacement Fund (SRF).
- Adopt Resolution 15-R-1066 approving appropriation transfers in the Streets Fund, Water Fund, and Wastewater Fund.

Financial Impact:

There is no net impact to the 2014-15 budget; additional revenues equaled additional expenditures, expenditure increases netted against expenditure decreases.

Background /Discussion:

Oregon local budget law allows municipalities to make transfers of appropriations through a resolution adopted by the governing body, and accept donations and grants, and appropriate through a resolution; accept and appropriate insurance proceeds; appropriate loan proceeds, and transfer up to 15% of fund expenditures from contingency. Appropriation transfers are for the following funds:

General Fund – *Legislative/administrative* - Transfer \$67,000 of appropriations from contingency to the legislative/administration for legal and contractual related to emergency room and annexation.

Streets Fund, Water Fund, and Wastewater Fund - Increased resources from Loan Proceeds of \$46,387 and appropriating Streets maintenance of \$8,551, Water Distribution of \$9,459, Water Treatment of \$9,459, Wastewater Collections of \$9,459, and Wastewater Treatment of \$9,459.

Water Fund – Increase transfers out to the Water Loan Fund for \$362,100 not transferred in the prior year.

Wastewater Fund – Accept insurance proceeds of \$3,771 for damage to a Wastewater truck.

CITY OF BROOKINGS
State of Oregon

RESOLUTION 15-R-1062

A RESOLUTION OF THE CITY OF BROOKINGS APPROVING APPROPRIATION TRANSFERS IN THE GENERAL FUND, STREETS FUND, WATER FUND, AND WASTEWATER FUND FOR INSURANCE PROCEEDS RECEIVED .

WHEREAS, the City of Brookings (“City”) is a municipal corporation which is subject to Oregon Budget Law; and

WHEREAS, ORS 294.450 allows for a transfer of appropriation if authorized by the governing body; and

WHEREAS, the City needs to accept insurance proceeds from damage to a Wastewater vehicle, and

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Brookings hereby authorizes a transfer of appropriation pursuant to ORS 294.338.

BE IT FURTHER RESOLVED THAT that for the fiscal year beginning July 1, 2014, and for purposes shown below are hereby revised by the City Council as follows:

Wastewater Fund

Resources:

Other Revenue \$ 3,771

Requirements:

Wastewater Treatment \$ 3,771

Passed by the City Council June 22, 2015, and made effective the same date.

Attest:

Mayor Ron Hedenskog

City Recorder Joyce Heffington

CITY OF BROOKINGS
State of Oregon

RESOLUTION 15-R-1063

A RESOLUTION OF THE CITY OF BROOKINGS TRANSFERRING APPROPRIATIONS FROM GENERAL FUND CONTINGENCY TO LEGISLATIVE/ADMINISTRATION.

WHEREAS, the City of Brookings (“City”) is a municipal corporation which is subject to Oregon Budget Law; and

WHEREAS, ORS 294.463(2) allows the governing body to transfer from Contingency to other appropriations category, up to 15% of the total appropriations of the fund, and

WHEREAS, expenditures will be more than expected in the General Fund, Legislative/Administrative from legal and contractual expenses, and

WHEREAS, the City Council approves transferring those funds from Contingency, and

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Brookings hereby transfers \$67,000 from General Fund Contingency to Legislative/Administration, pursuant to ORS 294.463(2).

BE IT FURTHER RESOLVED THAT that for the fiscal year beginning July 1, 2014, and for purposes shown below are hereby revised by the City Council as follows:

General Fund

Requirements:

Legislative/Administrative	\$ 67,000
Contingency	\$ (67,000)

Passed by the City Council June 22, 2015, and made effective the same date.

Attest:

Mayor Ron Hedenskog

City Recorder Joyce Heffington

CITY OF BROOKINGS

State of Oregon

RESOLUTION 15-R-1064

A RESOLUTION OF THE CITY OF BROOKINGS APPROVING APPROPRIATION TRANSFERS IN THE WATER FUND, WATER LOAN FUND, WATER SYSTEM REPLACEMENT FUND, WASTEWATER REPLACEMENT FUND, AND STORMWATER REPLACEMENT FUND.

WHEREAS, the City of Brookings (“City”) is a municipal corporation which is subject to Oregon Budget Law; and

WHEREAS, ORS 294.463(3) allows for a transfer of appropriation if authorized by the governing body; and

WHEREAS, the City anticipates higher resources from carryover, in the Water Fund from money not transferred in the prior year, and therefore higher transfers out to the Water Loan Fund in the current year, and

WHEREAS, the City anticipates higher resources from loan proceeds in the Water System Replacement Fund, the Wastewater System Fund, and the Stormwater Replacement Fund; and higher transfers out from those funds to the DEQ Loan Fund, and

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Brookings hereby authorizes a transfer of appropriation pursuant to ORS 294.463(3).

BE IT FURTHER RESOLVED THAT that for the fiscal year beginning July 1, 2014, and for purposes shown below are hereby revised by the City Council as follows:

Water Fund

Resources:	
Carryover	\$ 362,100
Requirements:	
Transfers Out	\$ 362,100

Water Loan Fund

Resources:	
Transfers In	\$ 362,100
Requirements:	
Unappropriated Fund Balance	\$ 362,100

Water System Replacement Fund

Resources:	
Loan Proceeds	\$ 1,600
Requirements:	
Transfers Out	\$ 1,600

Wastewater System Replacement Fund

Resources:

Loan Proceeds \$ 145,900

Requirements:

Transfers Out \$ 145,900

Stormwater System Replacement Fund

Resources:

Loan Proceeds \$ 50,500

Requirements:

Transfers Out \$ 50,500

Passed by the City Council June 22, 2015, and made effective the same date.

Attest:

Mayor Ron Hedenskog

City Recorder Joyce Heffington

CITY OF BROOKINGS

State of Oregon

RESOLUTION 15-R-1066

A RESOLUTION OF THE CITY OF BROOKINGS APPROVING APPROPRIATION TRANSFERS IN THE STREETS FUND, WATER FUND, AND WASTEWATER FUND.

WHEREAS, the City of Brookings (“City”) is a municipal corporation which is subject to Oregon Budget Law; and

WHEREAS, ORS 294.338(4) allows for a transfer of appropriation if authorized by the governing body; and

WHEREAS, the City received loan proceeds of \$46,387 during fiscal year 2014-15, to purchase public works vehicles, and

WHEREAS, the City anticipates capital expenditures and additional loan costs,

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Brookings hereby authorizes a transfer of appropriation pursuant to ORS 294.338(4).

BE IT FURTHER RESOLVED THAT that for the fiscal year beginning July 1, 2014 and for purposes shown below are hereby revised by the City Council as follows:

<u>Streets Fund</u>		
Resources:		
Loan Proceeds	\$	8,551
Requirements:		
Streets Maintenance	\$	8,551

<u>Water Fund</u>		
Resources:		
Loan Proceeds	\$	18,918
Requirements:		
Water Distribution	\$	9,459
Water Treatment	\$	9,459

<u>Wastewater Fund</u>		
Resources:		
Loan Proceeds	\$	18,918
Requirements:		
Wastewater Collections	\$	9,459
Wastewater Treatment	\$	9,459

Passed by the City Council June 22, 2015, and made effective the same date.

Attest:

Mayor Ron Hedenskog

City Recorder Joyce Heffington

City of Brookings

City Council Meeting Minutes

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

Monday, June 8, 2015

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 and Bill Hamilton; a quorum present. Councilor Hodges was absent.

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

Others Present: Curry Coastal Pilot Report Jane Stebbins and approximately 16 others.

Ceremonies/Appointments/Announcements

Mayor Hedenskog proclaimed the week of June 13th as Supreme Americanism Week.

Mayor Hedenskog moved, a second followed and Council voted unanimously to appoint Dennis Triglia to the Park and Recreation Commission.

Mayor Hedenskog announced June Yard of the Month Awards as follows:

- Best Residential: Bill and Susan Rhoades, 985 Brooke Lane.
- Best Commercial: Pelican's Perch, Lovelace Properties, 1216 Moore Street.

Scheduled Public Appearances

Oasis Shelter Home Presentation.

Georgia Nowlin, Oregon Community Foundation (OCF) member, provided some background on the organization and listed some of the grants given out locally. Total OCF assets, she said, are \$1.5 billion.

Nowlin introduced Anne Donnelly, OCF South Coast Regional Director who provided information about their funding program which is somewhat unique in that they have over 2000 donors who gift funds to OCF and specify where their donation will be spent.

Oasis Shelter Home Director Lea Sevey provided some background and an update on the Oasis Shelter Home, stating that this was their 20th year, and have been very busy this past year, with only one available bed at the moment. The grant from OCF, she said, would be used to renovate and update their main bathroom.

Nowlin presented the OCF award of \$6,210 to the Oasis Shelter Home.

Resolutions

Resolution 15-R-1061 adopting a policy for placement of Evergreen Bears and American flags in the City limits.

Director Snook provided the staff report.

Councilor Pieper moved, a second followed and Council voted unanimously to adopt Resolution 15-R-1061, adopting a policy for placement of Evergreen Bears and American flags in the City.

Consent Calendar

1. Approve Council minutes for May 26, 2015.
2. Accept Tourism Promotion Advisory Committee minutes for March 19 and April 16, 2015.
3. Accept event report for the Central Building Centennial Celebration and use of Transient Occupancy Tax funds.
4. Accept May 2015 Vouchers in the amount of \$295,144.41.

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

Remarks from Mayor and Councilors

Councilor Hamilton remarked on how impressed he was with the professional and impressive job performed by the Brookings Police and Fire Departments in extracting a trapped person from a car. He also said was very impressed by the professionalism displayed by the Police Department in an incident he recently witnessed in front of a restaurant. He said the performance of the Public Safety Department made him proud to live here.

Councilor McClain said he had also witnessed the incident at the restaurant and that it was the most polite and professional arrest and handcuffing he had ever seen.

Adjournment

Mayor Hedenskog moved, a second followed and Council voted unanimously by voice vote to adjourn at 7:30 PM.

Respectfully submitted:

ATTESTED:

this _____ day of _____ 2015:

Ron Hedenskog, Mayor

Joyce Heffington, City Recorder

MINUTES
BROOKINGS PARKS AND RECREATION COMMISSION
March 19, 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.

Also present: Parks/Tech Services Supervisor Tony Baron and Austin Dunn, RARE employee.

APPROVAL OF MINUTES

A. Motion made to approve the minutes of January 22, 2015 as written; motion seconded and Commission voted; the motion carried unanimously.

PUBLIC APPEARANCES

A. Azalea Park, Native Azaleas – Visiting Azalea Specialist Dick Cavender presented information on the condition of the native azaleas (*occidentale*) in Azalea Park. He has studied *occidentale* for over forty years, and never seen something like what we have in the wild. In the wild, *occidentale* are typically cleared out every fifty or so years by forest fires or choked out by the competing vegetation (underbrush). Plants in portions of the park are dying off due to lack of sunlight penetrating through the stands of large fir trees which would have typically been cleared by forest fires. He encouraged pruning old growth from the plants as they only experience two to three inches of growth per year where new growth would experience twelve to eighteen inches per year and produce more flowers if sunlight were available. His visit was very informative and generated interest from the community, paving the way for a collaborative effort between the City, Master Gardeners and the Azalea Park Foundation to develop and implement a plan for management of the native azaleas. He also suggested educating the public to engage their support of the pruning.

REGULAR AGENDA

A. Disk Golf Course – Azalea Park - Tony and Austin Dunn presented the 9 hole disk golf course proposal and maps of the area. Course is mapped out to avoid old growth azaleas and other park activities with safety in mind. Tony advised they hope to develop course trails and new walking paths to allow people more access to the park, which he believes is underutilized. Parks has also purchased a new park utility vehicle to allow access to remote park areas that tend to become dumping areas to keep the park clean and safe. Austin advised that the Salmon Run disc golf course is progressing and believes there is an enough interest in the sport for three courses in the area. Course will open up forest, let light on the azaleas, which is good for them and engage people to use the park, which would detour homeless camps. Course will be set up in three phases and a committee will be established to manage course details. Courses typically do draw people drinking alcohol but can make course alcohol free. As no alcohol is allowed in the park tournament events would have to apply for a park use permit which could allow alcohol if approved. **Motion made by Don Vilelle to recommend to City Council the development of proposed disk golf course in Azalea Park; motion seconded and Commission voted; the motion carried unanimously.** Matter forwarded to the City Council.

B. Parks Capital Improvement List FY 15-16 - Tony provided the top ten 2015-16 FY CIP List as determined by the Parks and Recreation Commissioners. **Motion made by Tom Bozack to recommend to City Council the 2015-16 Parks Capital Improvement Plan; motion seconded and Commission voted; the motion carried unanimously.**

INFORMATION UPDATES/DISCUSSION ITEMS

A. Prohibit Smoking in Parks - Tony reviewed the City municipal code and areas where smoking is prohibited. Resident, Tony Parrish previously requested that Stout Park be made smoke free to discourage kids from hanging out there and to alleviate the litter and possibly some of the vandalism in Stout Park. Resident Shirley Hyatt, spoke and advised that she lives near Stout Park and it is a place for kids to hang out before, during and after school and smoking/litter is a problem, along with behavior and language that the neighbors do not think is appropriate. Enforcement by the police is difficult and unknown if "No Smoking" signs would make any difference. Tony advised that he has reached out to the school district to ask them to help with keeping the kids out of the park during school hours. Don Vilelle thought a closed campus might help keep kids on the school grounds. Tony advised that he will write up language for possible revisions to the BMC and invite school officials to the next meeting to discuss further.

STAFF REPORTS

Tony advised that CCEC has requested that some trees on Lundeen Lane be cut down to prohibit damage to the nearby transmission lines during winter storms. Could sell the timber and replant with appropriate size trees. Tony will bring request to future meeting for commission approval. He also suggested selected azaleas be removed that will not improve due to their location and no sunlight.

COMMISSIONER REPORTS/COMMENTS

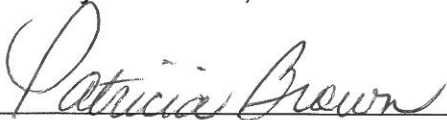
Commissioner Bozack – thanked Dick Cavender for coming down and providing information on the park azaleas.

Chair Vilelle – advised he continues to hear positive comments about Chetco Point.

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 8:05 pm.

Respectfully submitted,



Patricia Brown, Chair

(Approved at May 28, 2015 meeting)

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 11 MONTHS ENDING MAY 31, 2015

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
TAXES	2,503,742.00	54,832.43	2,504,560.05	(818.05)	100.0
LICENSES AND PERMITS	96,000.00	11,928.97	77,162.96	18,837.04	80.4
INTERGOVERNMENTAL	242,600.00	22,841.25	151,488.62	91,111.38	62.4
CHARGES FOR SERVICES	135,000.00	3,739.00	128,934.17	6,065.83	95.5
OTHER REVENUE	158,500.00	4,950.30	97,162.50	61,337.50	61.3
TRANSFERS IN	257,058.00	.00	546.75	256,511.25	.2
	3,392,900.00	98,291.95	2,959,855.05	433,044.95	87.2
<u>EXPENDITURES</u>					
JUDICIAL:					
PERSONAL SERVICES	37,664.00	1,532.34	16,745.49	20,918.51	44.5
MATERIAL AND SERVICES	8,770.00	400.00	8,396.84	373.16	95.8
CAPITAL OUTLAY	500.00	.00	.00	500.00	.0
	46,934.00	1,932.34	25,142.33	21,791.67	53.6
LEGISLATIVE/ADMINISTRATION:					
PERSONAL SERVICES	157,114.00	13,213.65	149,476.24	7,637.76	95.1
MATERIAL AND SERVICES	87,000.00	12,230.74	126,243.66	(39,243.66)	145.1
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	244,114.00	25,444.39	275,719.90	(31,605.90)	113.0
POLICE:					
PERSONAL SERVICES	1,869,075.00	158,894.67	1,714,776.58	154,298.42	91.7
MATERIAL AND SERVICES	156,700.00	14,796.77	119,178.75	37,521.25	76.1
CAPITAL OUTLAY	55,150.00	74.97	35,569.46	19,580.54	64.5
TRANSFERS OUT	.00	.00	.00	.00	.0
	2,080,925.00	173,766.41	1,869,524.79	211,400.21	89.8
FIRE:					
PERSONAL SERVICES	156,751.00	12,967.30	143,247.20	13,503.80	91.4
MATERIAL AND SERVICES	102,500.00	9,051.41	67,784.19	34,715.81	66.1
CAPITAL OUTLAY	45,519.00	.00	38,047.96	7,471.04	83.6
TRANSFERS OUT	.00	.00	.00	.00	.0
	304,770.00	22,018.71	249,079.35	55,690.65	81.7
PLANNING AND BUILDING:					
PERSONAL SERVICES	184,477.00	15,931.90	165,590.19	18,886.81	89.8
MATERIAL AND SERVICES	46,400.00	866.97	36,679.19	9,720.81	79.1
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	230,877.00	16,798.87	202,269.38	28,607.62	87.6

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 11 MONTHS ENDING MAY 31, 2015

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
PARKS & RECREATION:					
PERSONAL SERVICES	139,799.00	12,100.83	120,908.72	18,890.28	86.5
MATERIAL AND SERVICES	47,900.00	3,860.15	48,322.13	(422.13)	100.9
CAPITAL OUTLAY	18,550.00	1,196.69	12,612.41	5,937.59	68.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	206,249.00	17,157.67	181,843.26	24,405.74	88.2
FINANCE AND HUMAN RESOURCES:					
PERSONAL SERVICES	163,459.00	12,813.24	147,761.60	15,697.40	90.4
MATERIAL AND SERVICES	30,800.00	968.17	18,640.49	12,159.51	60.5
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	194,259.00	13,781.41	166,402.09	27,856.91	85.7
SWIMMING POOL:					
PERSONAL SERVICES	57,107.00	804.77	38,445.63	18,661.37	67.3
MATERIAL AND SERVICES	46,100.00	2,853.21	26,697.21	19,402.79	57.9
CAPITAL OUTLAY	10,000.00	7,000.00	9,774.08	225.92	97.7
	113,207.00	10,657.98	74,916.92	38,290.08	66.2
NON-DEPARTMENTAL:					
MATERIAL AND SERVICES	141,000.00	8,377.97	98,406.56	42,593.44	69.8
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	242,000.00	.00	.00	242,000.00	.0
CONTINGENCIES AND RESERVES	618,565.00	.00	.00	618,565.00	.0
	1,001,565.00	8,377.97	98,406.56	903,158.44	9.8
	4,422,900.00	289,935.75	3,143,304.58	1,279,595.42	71.1
	(1,030,000.00)	(191,643.80)	(183,449.53)	(846,550.47)	(17.8)

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 11 MONTHS ENDING MAY 31, 2015

STREET FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
INTERGOVERNMENTAL	846,000.00	33,316.92	398,805.98	447,194.02	47.1
OTHER REVENUE	13,800.00	75.00	28,103.07	(14,303.07)	203.7
TRANSFER IN	.00	.00	.00	.00	.0
	<u>859,800.00</u>	<u>33,391.92</u>	<u>426,909.05</u>	<u>432,890.95</u>	<u>49.7</u>
<u>EXPENDITURES</u>					
EXPENDITURES:					
PERSONAL SERVICES	173,796.00	15,139.13	163,517.10	10,278.90	94.1
MATERIAL AND SERVICES	181,800.00	17,411.17	166,266.23	15,533.77	91.5
CAPITAL OUTLAY	561,300.00	360.15	3,827.58	557,472.42	.7
TRANSFERS OUT	26,047.00	.00	.00	26,047.00	.0
CONTINGENCIES AND RESERVES	100,857.00	.00	.00	100,857.00	.0
	<u>1,043,800.00</u>	<u>32,910.45</u>	<u>333,610.91</u>	<u>710,189.09</u>	<u>32.0</u>
	<u>1,043,800.00</u>	<u>32,910.45</u>	<u>333,610.91</u>	<u>710,189.09</u>	<u>32.0</u>
	<u>(184,000.00)</u>	<u>481.47</u>	<u>93,298.14</u>	<u>(277,298.14)</u>	<u>50.7</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 11 MONTHS ENDING MAY 31, 2015

WATER FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
SOURCE 03	.00	.00	.00	.00	.0
CHARGES FOR SERVICES	1,459,500.00	124,458.24	1,357,884.94	101,615.06	93.0
OTHER INCOME	9,000.00	3,020.00	44,904.63	(35,904.63)	498.9
TRANSFERS IN	.00	.00	1,209.58	(1,209.58)	.0
	<u>1,468,500.00</u>	<u>127,478.24</u>	<u>1,403,999.15</u>	<u>64,500.85</u>	<u>95.6</u>
<u>EXPENDITURES</u>					
WATER DISTRIBUTION:					
PERSONAL SERVICES	388,826.00	28,889.72	356,916.97	31,909.03	91.8
MATERIAL AND SERVICES	192,900.00	12,278.99	162,152.62	30,747.38	84.1
CAPITAL OUTLAY	79,900.00	398.39	32,436.10	47,463.90	40.6
	<u>661,626.00</u>	<u>41,567.10</u>	<u>551,505.69</u>	<u>110,120.31</u>	<u>83.4</u>
WATER TREATMENT:					
PERSONAL SERVICES	271,466.00	21,349.66	239,330.99	32,135.01	88.2
MATERIAL AND SERVICES	176,200.00	13,174.07	146,253.48	29,946.52	83.0
CAPITAL OUTLAY	24,900.00	398.39	6,079.17	18,820.83	24.4
TRANSFERS OUT	909,702.00	.00	.00	909,702.00	.0
CONTINGENCIES AND RESERVES	134,606.00	.00	.00	134,606.00	.0
	<u>1,516,874.00</u>	<u>34,922.12</u>	<u>391,663.64</u>	<u>1,125,210.36</u>	<u>25.8</u>
DEPARTMENT 24:					
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
	<u>2,178,500.00</u>	<u>76,489.22</u>	<u>943,169.33</u>	<u>1,235,330.67</u>	<u>43.3</u>
	<u>(710,000.00)</u>	<u>50,989.02</u>	<u>460,829.82</u>	<u>(1,170,829.82)</u>	<u>64.9</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 11 MONTHS ENDING MAY 31, 2015

WASTEWATER FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
SOURCE 03	307,213.00	.00	307,213.00	.00	100.0
CHARGES FOR SERVICES	2,952,000.00	244,437.83	2,664,584.09	287,415.91	90.3
OTHER REVENUE	1,000.00	68.00	10,260.46	(9,260.46)	1026.1
TRANSFER IN	.00	.00	1,209.58	(1,209.58)	.0
	<u>3,260,213.00</u>	<u>244,505.83</u>	<u>2,983,267.13</u>	<u>276,945.87</u>	<u>91.5</u>
<u>EXPENDITURES</u>					
WASTEWATER COLLECTION:					
PERSONAL SERVICES	486,747.00	36,199.55	426,361.46	60,385.54	87.6
MATERIAL AND SERVICES	239,600.00	13,827.40	151,293.97	88,306.03	63.1
CAPITAL OUTLAY	24,900.00	398.39	6,079.17	18,820.83	24.4
	<u>751,247.00</u>	<u>50,425.34</u>	<u>583,734.60</u>	<u>167,512.40</u>	<u>77.7</u>
WASTEWATER TREATMENT:					
PERSONAL SERVICES	466,212.00	36,708.30	407,525.21	58,686.79	87.4
MATERIAL AND SERVICES	510,600.00	29,303.67	465,316.89	45,283.11	91.1
CAPITAL OUTLAY	982,113.00	1,827.03	967,503.54	14,609.46	98.5
TRANSFERS OUT	1,172,453.00	.00	.00	1,172,453.00	.0
CONTINGENCIES AND RESERVES	227,588.00	.00	.00	227,588.00	.0
	<u>3,358,966.00</u>	<u>67,839.00</u>	<u>1,840,345.64</u>	<u>1,518,620.36</u>	<u>54.8</u>
	<u>4,110,213.00</u>	<u>118,264.34</u>	<u>2,424,080.24</u>	<u>1,686,132.76</u>	<u>59.0</u>
	<u>(850,000.00)</u>	<u>126,241.49</u>	<u>559,186.89</u>	<u>(1,409,186.89)</u>	<u>65.8</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 11 MONTHS ENDING MAY 31, 2015

URBAN RENEWAL AGENCY FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
TAXES	540,810.00	4,562.32	422,497.92	118,312.08	78.1
INTERGOVERNMENTAL	.00	.00	.00	.00	.0
OTHER REVENUE	500.00	.00	.00	500.00	.0
	<u>541,310.00</u>	<u>4,562.32</u>	<u>422,497.92</u>	<u>118,812.08</u>	<u>78.1</u>
<u>EXPENDITURES</u>					
GENERAL:					
PERSONAL SERVICES	.00	.00	.00	.00	.0
MATERIAL AND SERVICES	70,000.00	26.10	17,250.75	52,749.25	24.6
CAPITAL OUTLAY	378,771.00	47,042.10	49,554.50	329,216.50	13.1
DEBT SERVICE	.00	.00	.00	.00	.0
TRANSFERS OUT	432,539.00	.00	.00	432,539.00	.0
CONTINGENCIES AND RESERVES	.00	.00	.00	.00	.0
	<u>881,310.00</u>	<u>47,068.20</u>	<u>66,805.25</u>	<u>814,504.75</u>	<u>7.6</u>
DEPARTMENT 20:					
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
DEPARTMENT 22:					
MATERIAL AND SERVICES	.00	.00	.00	.00	.0
DEBT SERVICE	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
DEPARTMENT 24:					
CONTINGENCIES AND RESERVES	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
	<u>881,310.00</u>	<u>47,068.20</u>	<u>66,805.25</u>	<u>814,504.75</u>	<u>7.6</u>
	<u>(340,000.00)</u>	<u>(42,505.88)</u>	<u>355,692.67</u>	<u>(695,692.67)</u>	<u>104.6</u>

City of Brookings Urban Renewal Agency Meeting MINUTES

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

Tuesday, May 26, 2015

Call to Order

Chair Hedenskog called the meeting to order at 8:01 PM, immediately following the City Council meeting.

Roll Call

Agency present: Chair Ron Hedenskog, Directors Jake Pieper, Brent Hodges and Bill Hamilton; a quorum present. Director Kelly McClain was absent.

Staff present: Executive Director Gary Milliman, Finance & Human Resources Director Janell Howard, City Attorney Martha Rice and City Recorder Joyce Heffington.

Agency minutes

Director Hedenskog moved, a second followed and Council voted unanimously to approve the December 9, 2014 Agency minutes as written.

Public Hearing/Resolution

Public hearing and approval of Agency appropriations for the FY 2015-16 Budget.

Finance Director Howard provided the staff report.

Chair Hedenskog opened the public hearing on Resolution 15-R-1060 at 8:02 PM; hearing no comments, the hearing was closed at 8:03 PM.

Director Pieper moved, a second followed and Council voted unanimously to adopt Resolution 15-R-1060

Adjourn

Chair Hedenskog moved, a second followed and Council voted unanimously to adjourn by voice vote at 8:04 PM.

Respectfully submitted:

ATTESTED:

this _____ day of _____ 2015:


Ron Hedenskog, Chair

Joyce Heffington, City Recorder

BROOKINGS URBAN RENEWAL AGENCY

AGENDA REPORT

Meeting Date: June 22, 2015


Signature (submitted by)

Originating Dept: Finance & HR

City Manager Approval

Subject:

Transfer of Appropriations for FY 2014-15.

Recommended Motion:

Adopt Resolution 15-R-1065, approving appropriation transfers for the Brookings' Urban Renewal Agency for 2014-15.

Financial Impact:

There is no net impact to the General Fund Budget. Increases debt service expenditures in the Debt Service Fund by \$21,000 in the fiscal year 2014-15 budget.

Background /Discussion:

Oregon local budget law allows municipalities to make transfers of appropriations through a resolution adopted by the governing body.

This transfers \$21,000 from capital outlay to transfers out in the General Fund, and increases debt service expenditures in the Debt Service Fund.

Attachment:

Resolution 15-R-1065 budget transfers

URBAN RENEWAL AGENCY OF THE CITY OF BROOKINGS

STATE OF OREGON

RESOLUTION 15-R-1065

A RESOLUTION OF THE URBAN RENEWAL AGENCY OF THE CITY OF BROOKINGS APPROVING APPROPRIATION TRANSFERS IN THE GENERAL FUND.

WHEREAS, the Urban Renewal Agency of the City of Brookings is a municipal corporation which is subject to Oregon Budget Law, and

WHEREAS, ORS 294.463(3) allows for a transfer of appropriation if authorized by the governing body, and

WHEREAS, the Agency anticipates higher transfers out and lower capital expenditures in the general fund, and

WHEREAS, the Agency anticipates higher resources from transfers in and higher debt service expenditures in the debt service fund, and

NOW, THEREFORE BE IT RESOLVED THAT the Board of the Urban Renewal Agency of the City of Brookings hereby authorizes a transfer of appropriations pursuant to ORS 294.463(3).

BE IT FURTHER RESOLVED THAT the Board of the Urban Renewal Agency of the City of Brookings, Curry County, Oregon, for the fiscal year beginning July 1, 2014, and for purposes shown below are hereby revised as follow:

General Fund

Requirements:

Capital Outlay	\$	(21,000)
Transfers Out		21,000

Debt Service Fund

Resources:

Transfers In	\$	21,000
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Requirements:

Debt Service	\$	21,000
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Passed by the City Council on June 22, 2015, and made effective the same date.

Attest:

Chair Ron Hedenskog

City Recorder Joyce Heffington