

City of Brookings

MEETING AGENDA

CITY COUNCIL

Monday, November 9, 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)(f), "to consider information or records that are exempt by law," 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," and under ORS 192.660(2)(a), "to consider the employment of a public officer, employee, staff member or individual agent."

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Ceremonies/Appointments/Announcements

1. Appointment of an ex-officio youth position to the City Council. [pg. 3]

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

F. Staff Reports

1. Authorization to pay Salmon Run Golf Course for project expenses. [F&HR, pg. 6]
 - a. July 27, 2015 Council Agenda Report [pg. 8]
 - b. September 17, 2015 Wild Rivers Golf Management invoice [pg. 11]
 - c. October 27, 2015 letter [pg. 12]
2. Authorization to execute a contract for construction of backstops at the Azalea Park Ball Fields. [Park, pg. 13]
3. Authorization to execute an Intergovernmental Agreement with State of Oregon for maintenance of the Harris Beach Multi-Use Path, Ransom to Dawson. [Parks, pg. 14]
 - a. Agreement [pg. 15]
4. Authorization to meet with representatives of the Chetco Activity Center Board of Directors regarding possible future relationship. [City Manager, pg. 23]
5. Adoption of proposed 2015-17 Strategic Plan. [City Manager, pg. 24]
 - a. 2015-17 Strategic Plan [pg. 25]

G. Consent Calendar

1. Approve Council minutes for October 26, 2015. [pg. 27]
2. Approve Liquor License Application for the Brookings Liquor Store, 896 Chetco Avenue. [pg. 31]
3. Accept Parks & Recreation Commission minutes for September 24, 2015. [pg. 33]
4. Receive monthly financial report for September, 2015. [pg. 35]
5. Accept October 2015 Vouchers in the amount of \$626,099.18. [pg. 41]

H. Remarks from Mayor and Councilors

I. Adjournment

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

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



CITY OF BROOKINGS

OCT 14 2015

RECEIVED.....

City of Brookings

898 Elk Drive, Brookings, OR 97415

Phone: (541) 469-2163 Fax: (541) 469-3650

www.brookings.or.us

APPLICATION TO SERVE ON A CITY OF BROOKINGS COMMISSION, COMMITTEE OR BOARD

PART I. Contact Information:

Name: Nastassia Carrasco Date: 10 / 2 / 15
Physical Address: 853 Highland Av Brookings OR 97415
Mailing Address: 853 Highland Av Brookings OR 97415
Email Address: nastassia.carrasco@gmail.com Phone: 2134352251

PART II. Position Selection, Requirements and Restrictions: (Please answer all that apply)

1. Commission/Committee applying for:

	<u>Composition (i)</u>	<u>Term (ii)</u>
<input type="checkbox"/> Planning Commission/Commission for Citizen Involvement (iii)	5 Electors, 2 UGB	4 yrs
<input type="checkbox"/> Budget Committee	5 Electors	3 yrs
<input type="checkbox"/> Parks and Recreation Commission	4 Residents, 1 UGB	2 yrs
<input type="checkbox"/> Public Art Committee (PAC) (iii)	3 Residents, 2 UGB	3 yrs
<input type="checkbox"/> Traffic Safety Committee	2 Residents	2 yrs
<input type="checkbox"/> Tourism Promotion Advisory Committee (TPAC) (iii)	4 Residents, 3 Curry	3 yrs
<input checked="" type="checkbox"/> Other (please specify): <u>City Council Youth Representative</u>		

2. **City residents:** How long have you lived in the City of Brookings? 10^{yr} 3 months (yrs/mths)

Planning & Budget Applicants Only: Are you a City elector (registered voter)? ☐ Yes ☐ No

3. **UGB residents:** How long have you lived in the UGB?: _____ (yrs/mths)

4. **What is your current occupation?** unemployed

NOTES:

(i) *Membership requirements:*

- Residents must reside inside City limits; resident/UGB status determined by physical address.
- Electors are registered voters of the City of Brookings (verified by County Elections Officer)
- UGB members must reside within the Brookings Urban Growth Boundary or Area. (Contact the Planning Department at (541) 469-1137 for assistance in determining UGB status).

(ii) *Term:* Appointments to fill mid-term vacancies will be for the remainder of that term.

(iii) *Other restrictions:*

- Planning Commission: No more than two (2) Commissioners may be principally involved, as individuals, members or partners, in the buying, selling or development of real estate for profit. No two (2) members shall be involved in the same kind of business or profession.
- TPAC: The three Curry members must own property, own a business or be employed in the City.
- PAC: Three (3) members must have an art background.

PART III. Background Information : *Attach additional pages if needed:*

1. List your **related** experience and/or background to the position you are applying for:

I am a member of several clubs and have the experience of voicing concerns and proposing ideas and concepts.

2. List any unrelated work history, educational background, and volunteer experience you may have:

I am a highschool student ~~to take on~~ and have taken college courses. Prior work experience includes baby sitting and shadowing employees at the Curry Coastal Pilot.

3. Briefly describe your **interest in this position** and what you hope to accomplish:

As a youth in Brookings I feel it is essential to my peers and subsequent generations to have a level of input ~~in~~ and knowledge of our city's affairs and occurrences. I hope to encourage the youth of Brookings to be involved with the community and to offer a voice for them that will be heard.

PART IV. Volunteer Agreement : *Please read and check off the following before signing:*

- ☒ I acknowledge that I will not be under the direct supervision and control of the City in connection with the voluntary services for which I have applied.
- ☒ I acknowledge that I will receive no compensation or expense reimbursement from the City in connection with any volunteer services for which I have applied.
- ☒ I understand and agree that my volunteer service will be donated to the City at times other than my regular work hours.
- ☒ I understand that if the position I applied for requires me to be an elector of the City of Brookings, that the City has permission to verify my status as a registered voter.
- ☒ I agree to release the City from all matters relating to the voluntary service for which I have applied, including compliance, if any is required, with social security, withholdings, insurance and all other regulations and reportings governing such matters. I assume full responsibility for any injuries or damages suffered by or arising from the voluntary service described herein. (*Planning Commission applicants, see ** below*)
- ☒ I agree to release, indemnify and hold the City harmless from and against any and all actions, causes of action, claims, demands, liabilities, losses, damages or expenses, of whatsoever kind and nature, including attorney fees, which City may sustain or incur as a result of errors or omissions in the performance of the voluntary service set forth herein.
- ☒ By signing this application voluntarily and in the presence of the witness listed below, I, the Applicant, do hereby acknowledge that I have read and agree to the terms stated above and that I understand and acknowledge that this document will become public information and may be distributed to the public and news media as part of a City Council Agenda Packet.

Nastassia Carrasuo

Applicant (print name)



Applicant's Signature

10 / 2 / 15
Date

****Planning Commissioners** holding office on April 1st of each year are required to file an Annual Statement of Economic Interest with the Oregon Government Ethics Commission (OGE). You may view a sample form at http://www.oregon.gov/OGEC/forms_publications.shtml. Official forms are provided by OGE.

Submit completed applications by mail or in person to the City Recorder, 898 Elk Drive, Brookings, OR 97415. Regular City business hours are 9:00am – 4:30pm, Monday–Friday.

Commission and Committee contact information:

Planning Commission: 541-469-1137 dcolbyhanks@brookings.or.us

Budget Committee: 541-469-1123 jhoward@brookings.or.us

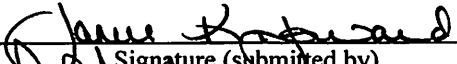
Parks and Recreation Commission, Public Art Committee, Tourism Promotion Advisory Committee and Traffic Safety Committee: 541-469-1103 lziemer@brookings.or.us

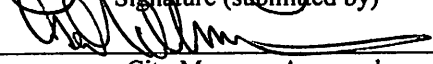
CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: November 9, 2015

Originating Dept: Finance & HR



Signature (submitted by)


City Manager Approval

Subject:

Salmon Run Golf Course Invoice.

Recommended Motion:

Authorize payment to Salmon Run Golf Course for all documented, approved, out-of-pocket expenditures, less the 2014-15 lease amount of \$20,000, up to a maximum of \$8,984.78.

Financial Impact:

Up to \$28,984.78, from current and prior year lease payments.

Background/Discussion:

In July 2015, Salmon Run requested to do a project they referred to as "irrigation bypass line" (see July 27, 2015 Council Agenda Report and attachment for project details). They requested to be reimbursed when complete; \$20,000 of that project would be credited against the lease payment due August 2015, and the remainder would be paid to them once completed and invoiced. On July 27, 2015, Council approved the irrigation bypass line and to allow current lease payment of \$20,000 to be diverted for this project and allow additional \$8,984.78 to be taken out of lease payment fund. By prior Council action, the lease payment fund is to be used exclusively for the development of a permanent water source for the golf course.

Wild Rivers Golf Management sent the City an invoice September 17, 2015 that was summarized as "Irrigation System" with a balance of \$8,984.78. As the City needs documentation for all expenditures, we requested more information. We then received the letter dated October 27, 2015 with final costs including invoices from Ewing Irrigation, Labor, and Equipment. Again, we needed actual backup documentation. Wild Rivers Golf Management has satisfied our documentation requirements for the materials portion from Ewing.

There are two other sections included in the October 27, 2015 letter – Labor and Equipment. On Labor, there are issues on what was submitted so far, and we also need detailed payroll records. Salmon Run management originally estimated 500-600 hours at \$12/hour. On the October 27th letter, it states a rate of pay of \$15 and 18 per hour. This is a large difference in only two months time. Also, there are questions regarding the number of hours listed. Again, detailed hours have not been submitted. The amount included under Equipment is not an actual out-of-

pocket cost. There is no backup documentation because equipment was not rented. They are seeking reimbursement for using equipment that they already own.

Staff is not comfortable processing this request for payment without City Council review and approval. The proposed motion would require additional documentation. If the City Council is satisfied with the invoice as presented, staff requests a motion to pay that invoice.

Attachments:


- a. July 27, 2015 Council Agenda Report and attachments
- b. September 17, 2015 Wild Rivers Golf Management Invoice
- c. October 27, 2015 Salmon Run letter

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: July 27, 2015

Originating Dept: PW/DS


Public Works Development Services Director


City Manager Approval

Subject: Approval of irrigation bypass line to be installed at Salmon Run Golf Course and consideration of request to apply 2015-16 lease payment to project.

Recommended Motion:

1. Authorize the City Manager to execute a letter of approval for the irrigation by pass line.
2. If the Council finds that this request is consistent with the intended use of lease payment revenue, authorize the City Manager to execute a letter of agreement for application of the lease payment of \$20,000 to be applied to the project.

Financial Impact: Negligible, as the property owner the material (\$12,000) becomes City property once installed.

Background/Discussion: The current layout of the irrigation system at Salmon Run requires isolating and depressurizing the system, sometimes as often as weekly. This results in a complete drain of the higher elevations of the system subjecting pumps and fittings to excessive wear on the 6-8 inch valves. According to the Design Engineer this will be the first step in creating a permanent water system. The lease agreement approved by the City Council on July 24, 2014 provides a \$20,000 annual lease payment by the Salmon Run Golf Course Operator due August 15. The operator has made one payment to date on August 11, 2014. The lease agreement provides that these funds will be deposited into a fund dedicated to golf course water source development.

Policy Considerations: None

COPY

Attachment(s):

- a. Letter of request
- b. Map

SALMON RUN

Instinct Will Bring You Back!

July 1, 2015

City of Brookings
898 Elk Dr.
Brookings, Oregon 97415

COPY

Lake fill Proposal

The purpose of this project is to install a fill line from the entrance of the golf course to irrigation pond at #9. This would alleviate wear and tear on the irrigation system caused by the frequent use of the main line to fill the pond and create a more efficient watering system.

The current system requires isolating and depressurizing the front half of the irrigation system before the main pump at Freeman's can pump water to the pond at #9. This is not a normal occurrence to a system of this type and size. Much of the higher elevations are drained of water completely, causing excessive wear to heads, valves, and piping when the system is brought back online. During the summer months, this process can occur on a weekly basis. There are 5 large valves (6" to 8") that are turned on and off during this process, something that they were not designed to do. They are starting to wear out, due to this over-use.

A line going from near #4 pond to #9 pond would eliminate large valve over-use, excessive water hammer, and large variations in pressure caused by the current set up, leading to a longer lasting irrigation system. It would also eliminate the need to adjust the watering schedule, leading to better turf quality and a more efficient operation.

This would also be the first step to creating the permanent water system. Any variation of that system that has been discussed in the past would use this fill line.

The pipe itself would be located to the side of 5, 6, 8 and 9 fairways. There would be two bridges that the pipe would follow the irrigation main line across. We anticipate minimal crossover with the current irrigation system, but there may be some areas that will be pre-marked to reduce repairs. The majority of the digging will be done with a trencher. We anticipate the project taking 3-4 weeks.

SALMON RUN

Instinct Will Bring You Back!

Total line length: 4.969 ft.

Fill Pipeline Project Estimate

Pipe – 6" PVC	11,484.78
Fittings, repairs	550
Labor – 500-600 hrs @ \$12	7,200
Equipment – 150 hrs @ \$64	9,750
Total Cost	28,984.78

COPY

Thank you,



Ed Murdock
Salmon Run Golf Course
GM

Wild Rivers Golf Managment LLC

99040 South Bank Chetco River Rd.
Brookings, OR 97415
(541)469-4888
edm@salmonrun.net

INVOICE

BILL TO
City of Brookings.
City of Brookings.
898 Elk Dr.
Brookings, OR 97415

INVOICE # 1822
DATE 09/17/2015
DUE DATE 10/17/2015
TERMS Net 30

ACTIVITY	QTY	RATE	AMOUNT
Irrigation System	1	8,984.78	8,984.78
Balance of Fill Line Project- total cost \$28,984.78			

BALANCE DUE **\$8,984.78**

City of Brookings
Approved for Payment
Date 10-15-15 By [Signature]
Acct # 2021-7011 Amt 8984.78
Acct # _____ Amt _____

COPY

SALMON RUN

Instinct Will Bring You Back!

Oct. 27, 2015

City of Brookings
898 Elk Dr.
Brookings, Oregon 97415

Lake fill line – final costs

Invoices from Ewing Irrigation:	8/7/15	11,025. 7 ⁴¹
	8/24/15	1,252.93
	9/1/15	1,025.70
Labor –	Boyd: 207.45 @ \$18	3,734.10
	Kraig: 130.6 @ \$15	1,959.00
	Dean: 56.5 @ \$15	847.5
Equipment –	Gehl excavator 122 hrs @ \$64	
	Case Skidsteer 28 hrs @ \$64	
	Case Loader 19 hrs @ \$64	<u>10,816.00</u>
Total Cost		30,660.93
Subtract 2015 lease payment		(20,000)
Total Due		10,660.93


The original estimate was a total of 28,984.78. We would accept the difference in that and the 2015 payment, as approved by the city council: \$8,984.78

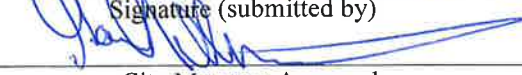
CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: 11/9/15

Originating Dept: Parks



Signature (submitted by)


City Manager Approval

Subject: Azalea Park Ball Field Backstops Contract

Motion: Authorize City Manager to execute a public improvement contract with Quality Fence Company for the construction of two backstops at the Azalea Park Ball Fields with a low bid of \$31,235.00

Background/Discussion: Staff solicited and received three bids for the project from three fence building contractors. Quality Fence Company out of Medford were the lowest bidder.

The Azalea Park Ball Field Reconfiguration project is a multi phased project that is estimated to span over the next four to five years. Phase one of the project includes a restroom/concession building, maintenance building, new dugouts and backstops as well as connecting ADA compliant paths from both parking lots and is estimated to cost \$354,000. Oregon Parks and Recreation recently awarded a Local Government Grant in the amount of \$212,000. The remaining \$142,000 of the project is a required match (in-kind) to the grant and is funded through local financial support from monetary, labor and material donations in combination with funds from the City's general fund for fiscal year 2015-16.

Financial Impact: \$31,235.00 is budgeted for fiscal year 2015-16 in the Capital Project Fund line item. As part of the in-kind match to the grant, we received a grant specifically for the backstop project in the amount of \$7,500.00 from the West Family Foundation earlier this year. They were a major contributor to the Bud Cross Ball Field Backstop project in 2013 as well.

Bids Received:

Quality Fence Co = \$31,235.00
Grizzly Fence = \$32,500.00
West Coast Fence = \$35,150.00

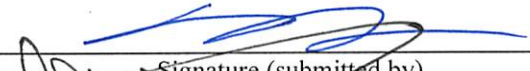
Attachments: None

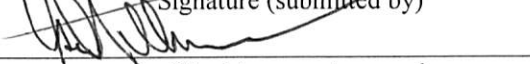
CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: 11/9/15

Originating Dept: Parks



Signature (submitted by)


City Manager Approval

Subject: Harris Beach Multi-Use Path IGA

Motion: Authorize City Manager to execute an Intergovernmental Agreement with the State of Oregon for maintenance of the Harris Beach Multi-Use Path - Ransom to Dawson.

Background/Discussion: The Harris Beach Multi Use Path was funded in 2011 with an ODOT transportation enhancement grant in the amount of \$1,497,000.00 for the extension of a bike path through the Harris Beach area. The project was completed in August of this year. The path extends from Dawson Road, and connects to an existing path south of Harris Beach to Ransom Avenue.

The City initiated the grant process in 2011 for the new path and agreed that when complete, the maintenance would be provided by the City. The agreement requires the City to maintain and clear the surface of the trail, clear vegetation 36 inches from the edge of the path as well as debris from fallen trees and limbs. Damage to the trail or any appurtenances will be the joint financial responsibility of ODOT, Oregon Parks and Recreation Department and City.

Financial Impact: Maintenance of the path is expected to require approximately 120 man hours of staff time initially (first year or two) with more hours required as vegetation encroaches the path. Anticipating the completion of the trail, Parks budgeted just over \$20,000 to purchase a Kubota all terrain vehicle with a street sweeper attachment to assist with trail and other park related maintenance.

Attachments:

a. Agreement

INTERGOVERNMENTAL AGREEMENT

Title: Harris Beach Multi-Use Trail Maintenance Agreement No. 7016

SECTION 1: PARTIES:

This Agreement is between the State of Oregon, acting by and through its Parks and Recreation Department, hereinafter called OPRD, and, the City of Brookings hereinafter called City, hereinafter individually referred to as the Party and collectively referred to as the Parties.

SECTION 2: AUTHORITY

This Agreement is authorized by ORS 190.003 Through 190.265

SECTION 3: PURPOSE

Oregon Coast Highway #9 (U.S. 101) is a part of the state highway system under the jurisdiction and control of the Oregon Transportation Commission (OTC) and Oregon Department of Transportation (ODOT). In a joint agreement between ODOT, OPRD and the City of Brookings the Oregon Coast Bike Network was expanded to enhance existing bicycle and pedestrian routes. This expansion included a trail following Hwy #9 through the city limits of Brookings and Harris Beach State Park owned and operated by OPRD.

The section of the trail runs between Ransom Avenue and Dawson Avenue within the City of Brookings. In order to provide proper maintenance and repair to ensure safety to users on this section of the trail, OPRD and the City are entering into this agreement allowing the City access to the Harris Beach State Park portion of the trail. City and OPRD areas of responsibility are defined on the map labeled "Map", (Exhibit 1).

OPRD and the City will identify point of contact for each party's maintenance needs/requests. Parties agree to cooperatively work together to maintain multi-use trail for the benefit of trail users.

SECTION 4: EFFECTIVE DATE AND DURATION

This Agreement shall be in effect from the date of last authorized signature until December 31, 2029 unless otherwise terminated or extended.

SECTION 5: AUTHORIZED REPRESENTATIVES

Unless otherwise stated, the designees named below shall be the contact for all activities relating to the Work/Services to be performed under this Agreement

OPRD Designates:	City Designates:
Name/Title: Anna Krug, Park Manager	Name/Title: Anthony Baron, Parks & Technical services Supervisor
Address: 1655 Hwy 101 N.	Address: 898 Elk Drive
City, State zip code: Brookings, Oregon 97415	City, State zip code: Brookings, Oregon 97415
Phone: 541-469-0224 ext. 220	Phone: 541-469-1156
Fax: 541-469-9539	Fax: 541-469-3650
Email: Anna.krug@oregon.gov	Email: abaron@brookings.or.us

A PARTY MAY DESIGNATE A NEW AUTHORIZED REPRESENTATIVE BY WRITTEN NOTICE TO THE OTHER PARTY.

SECTION 6: STATEMENT OF WORK AND RESPONSIBILITIES OF EACH PARTY

A. CITY'S OBLIGATIONS / RESPONSIBILITIES

- Clear vegetation along trail – as needed with a minimum of twice per year. Vegetation will be maintained 36" from pavement edge on each side at a height of 6" or less.
- Partner with OPRD to manage invasive weeds along path using mechanical and chemical applications.
- Remove/blow off debris (leaves, pine needles, etc.) as needed – more often in rainy season to avoid safety issues. The City shall not allow this type of debris to build up.
- Hazard trees and branches – remove and clean up : assessed once per year or as needed if caused by storm damage. Planned hazard tree work will be completed utilizing OPRD Hazard Tree Policy (Exhibit 2) and OPRD tree failure record form (Exhibit 3) prior to work. Any planned tree removal requires OPRD approval.
- Vegetation debris disposal should be coordinated with OPRD staff. Mowing and small debris can be left in place or scattered at/near site. Tree limbs under 2" can be staged at the park's maintenance area located along the trail. Tree limbs over 3" should be chipped. Chips can be staged at trail heads identified by park staff to be spread on trails. Large woody debris that is suitable for fire wood can be staged in an area identified by park staff and park staff will coordinate and issue fire wood permits if there is area available. This option may be dependent on time of year. If staging and firewood permits are not an option, the woody debris must be removed and disposed of by the city.
- Trail surface maintenance and repairs- as needed, safety issues will be a priority

- Drainage – clean and maintain drainage
- Repair and replace signs as needed
- Install or repair bollards, gates, fencing, retention structures – repair and replace as needed. These should be inspected at least annually for maintenance and repair needs
- Items beyond routine maintenance/repair shall be addressed on an individual basis whereas the City and OPRD will work together to find a mutually acceptable solution, including financial resources, to ensure the continued operation of the trail.
- The City shall notify OPRD at least 48 hours in advance of any planned work/maintenance on the trail by phone at 541-469-0224. A message is adequate if no person is available to take the call.
- Emergency work in response to storm damage or a safety issue require notification by phone at 541-469-0224. A message is adequate if no person is available to take the call.
- The City shall respond to maintenance/repairs requests made by OPRD, by contacting OPRD within 72 hours of the initial notification.
- Safety issues noticed by either party shall be reported immediately upon discovery to the other party and dealt with as soon as possible.

B. OPRD OBLIGATIONS / RESPONSIBILITIES

- OPRD will forward visitor concerns and complaints about the trail to the City to be addressed unless directly related to Harris Beach State Park.
- Special use permits will be required by OPRD for any events or use of the trail by the City beyond routine use of trail. Permit application must be submitted at least 30 days prior to the event to allow sufficient processing time.

SECTION 7: COMPENSATION AND PAYMENT TERMS

There is no monetary consideration as part of this agreement for maintenance or repair of the trail or travel or any other expense paid to either party.

SECTION 8: SUBCONTRACTS

Any subcontractors providing work under this Agreement shall obtain and maintain the appropriate insurance certificates required by the State of Oregon prior to subcontractor beginning work.

SECTION 9: PUBLICITY

Any publicity or advertising regarding the work performed under this Agreement must be approved by the Harris Beach Park Manager and must acknowledge the support of the Oregon Parks and Recreation Department, and if applicable any other grantor agency.

SECTION 10: INDEMNITY

a) Subject to the limitations of Article XI, § 7 of the Oregon Constitution and the Oregon Tort Claims Act (ORS 30.260 through 30.300), OPRD shall indemnify, within the limits of and subject to the restrictions in the Tort Claims Act, the City against any liability for personal injury or damage to life or property arising from OPRD's negligent activity under this Agreement provided, however, OPRD shall not be required to indemnify the City for any such liability arising out of the wrongful acts of the City its officers, employees or agents.

b) Subject to the limitations of the Oregon Tort Claims Act (ORS 30.260 through 30.300), the City shall indemnify, within the limits of and subject to the restrictions in the Tort Claims Act, OPRD against any liability for personal injury or damage to life or property arising from City's negligent activity under this Agreement provided, however, the City shall not be required to indemnify OPRD for any such liability arising out of the wrongful acts of OPRD, its officers, employees or agents.

SECTION 11: EXCUSES FOR NON-PERFORMANCE

Neither Party shall be held responsible for delay or failure to perform when such a delay or failure is due to fire, flood, epidemic, strikes, acts of God or the public enemy, usually severe weather, legal acts of public authorities, or delays or defaults caused by public carriers, which cannot reasonably be foreseen or provided against. Either Party may terminate the Agreement, effective with the giving of written notice, after determining such delay or failure will reasonably prevent successful performance in accordance with the terms of the Agreement.

SECTION 12: RETENTION OF RECORDS AND REPORTS

Both parties agree to maintain records of maintenance services and safety issues related to the trail. All records relevant to this Agreement shall be retained for the duration of the Agreement and made available to both parties and any other authorized governmental agencies for review.

SECTION 13: TERMINATION

This Agreement may be terminated by mutual consent of both Parties or by either Party for any reason by submitting a 60 day advanced written notice to the other Party.

SECTION 14: NON-DISCRIMINATION

Contractor agrees to comply with all applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations.

SECTION 15: AMENDMENTS

The terms of this Agreement may not be altered, modified, supplemented or otherwise amended, except by written agreement of the Parties.

SECTION 16: NOTICE

Except as otherwise expressly provided in this Agreement, any notices to be given relating to this Agreement must be given in writing by facsimile, email, personal delivery, or postage prepaid mail, to a Party's Authorized Representative at the physical address, fax number or email address set forth in this Agreement, or to such other addresses as either Party may indicate pursuant to this Section 20. Any notice so addressed and mailed becomes effective five (5) days after mailing. Any notice given by personal delivery becomes effective when actually delivered. Any notice given by email becomes effective upon the sender's receipt of confirmation generated by the recipient's email system that the notice has been received by the recipient's email system. Any notice given by facsimile becomes effective upon electronic confirmation of successful transmission to the designated fax number.

SECTION 17: SEVERABILITY

The Parties agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions will not be affected, and the rights and obligations of the Parties will be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.

SECTION 18: COMPLIANCE WITH LAW

In connection with their activities under this Agreement, the Parties shall comply with all applicable federal, state and local law.

SECTION 19: INTENDED BENEFICIARIES

Agency and Local Government are the only parties to this Agreement and are the only parties entitled to enforce its terms. Nothing in this Agreement provides, is intended to provide, or may be construed to provide any direct or indirect benefit or right to third persons unless such third

persons are individually identified by name herein and expressly described as intended beneficiaries of this Agreement.

SECTION 20: FORCE MAJEURE

Neither Party is responsible for any failure to perform or any delay in performance of any obligations under this Agreement caused by fire, civil unrest, labor unrest, natural causes, or war, which is beyond that Party's reasonable control. Each Party shall, however, make all reasonable efforts to remove or eliminate such cause of failure to perform or delay in performance and shall, upon the cessation of the cause, diligently pursue performance of its obligations under this Agreement. Agency may terminate this Agreement upon written notice to Local Government after reasonably determining that the failure or delay will likely prevent successful performance of this Agreement.

SECTION 21: ASSIGNMENT AND SUCESSORS IN INTEREST

Local Government may not assign or transfer its interest in this Agreement without the prior written consent of Agency and any attempt by Local Government to assign or transfer its interest in this Agreement without such consent will be void and of no force or effect. Agency's consent to Local Government's assignment or transfer of its interest in this Agreement will not relieve Local Government of any of its duties or obligations under this Agreement. The provisions of this Agreement will be binding upon and inure to the benefit of the Parties hereto, and their respective successors and permitted assigns.

SECTION 22: SUBCONTRACTS

Local Government shall not, without Agency's prior written consent, enter into any subcontracts for any of the work required of Local Government under this Agreement. Agency's consent to any subcontract will not relieve Local Government of any of its duties or obligations under this Agreement.

SECTION 23: MERGER, WAIVER

This Agreement and all exhibits and attachments, if any, constitute the entire agreement between the Parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver or consent under this Agreement binds either Party unless in writing and signed by both Parties. Such waiver or consent, if made, is effective only in the specific instance and for the specific purpose given. EACH PARTY, BY SIGNATURE OF ITS AUTHORIZED REPRESENTATIVE, HEREBY ACKNOWLEDGES THAT IT HAS READ THIS AGREEMENT, UNDERSTANDS IT, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.

SECTION 24: RECORDS MAINTENANCE AND ACCESS

Local Government shall maintain all financial records relating to this Agreement in accordance with generally accepted accounting principles. In addition, Local Government shall maintain any other records, books, documents, papers, plans, records of shipments and payments and

writings of Local Government, whether in paper, electronic or other form, that are pertinent to this Agreement in such a manner as to clearly document Local Government's performance. All financial records, other records, books, documents, papers, plans, records of shipments and payments and writings of Local Government, whether in paper, electronic or other form, that are pertinent to this Agreement, are collectively referred to as "Records." Local Government acknowledges and agrees that Agency and the Oregon Secretary of State's Office and the federal government and their duly authorized representatives will have access to all Records to perform examinations and audits and make excerpts and transcripts. Local Government shall retain and keep accessible all Records for a minimum of six (6) years, or such longer period as may be required by applicable law, following termination of this Agreement, or until the conclusion of any audit, controversy or litigation arising out of or related to this Agreement, whichever date is later. Subject to foregoing minimum records retention requirement, Local Government shall maintain Records in accordance with the records retention schedules set forth in OAR Chapter 166.

AGREED:

CITY OF BROOKINGS

By: _____	_____	_____
Signature	Date	Federal ID #

Print Name	Title	

PARKS AND RECREATION DEPARTMENT

By: _____	_____	<u>93-1018525</u>
Signature	Date	Federal ID #

Print Name	Title	



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.

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: November 9, 2015

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: Chetco Activity Center

Recommended Motion:

Motion to authorize City Manager and Committee of the City Council to meet with representatives of Chetco Activity Center Board of Directors to discuss possible future relationship.

Financial Impact:

None at this time.

Background/Discussion:

Chetco Activity Center Board of Directors representative Eric Bryant contacted the City Manager to report that the Board of Directors adopted a resolution on November 3 “formally declaring that we would like to initiate discussions with the City of Brookings to examine if there is potential to enter into a relationship or partnership with the City.” It is staff understands that there have also been conversations between Mayor Hedenskog and Bryant concerning this matter.

The City Manager also received the following email from Bryant on September 29: “I heard that the city has had meetings with CAC Director Janice Scanlon to discuss a relationship. I am on the board of CAC and am wondering if the city has thought about whether it would like CAC as a park or other city-owned or city-run community center. I don't know what the details of such an agreement would look like, but I am wondering how much thought you have given to the idea of entering into some sort of agreement with CAC. I think the city could do a really good job of running the place.”

Since that time the Activity Center has reduced staff and reportedly taken other actions to reduce expenditures. Some of this information has been reported in the Curry Coastal Pilot.

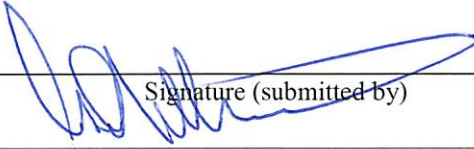
Staff believes a meeting with representatives of the Board would be helpful in gaining an understanding of their current financial and organizational condition, as well as a better understanding of the services they provide, and to discuss what a “partnership” might entail.

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: November 9, 2015

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: 2015-17 Strategic Plan

Recommended Motion:

Motion to adopt the 2015-17 Strategic Plan.

Background/Discussion:

The City Council periodically updates its Strategic Plan, which articulates the City Council's base goals and Action Items aimed at achieving those goals. An updated short term plan has been reviewed at several City Council workshops and is now ready for adoption. Staff will report on progress at least quarterly at the monthly City Council workshop.

A number of the Action Items will require budget appropriations over the course of the next 24 months. There are also several items in the Plan that are nearing completion. In this latest iteration of the Plan, the City Council and staff also reviewed the City's Comprehensive Plan to identify goals and action items.

Staff continues to work with the City Council in the development of a Long Term Strategic Plan.

Attachment(s):

- a. Proposed 2015-17 Strategic Plan

DRAFT - City of Brookings 2015-17 Strategic Plan – Short Term (24 months) - Dated: June 29, 2015

GOAL 1: An Effective, Responsive, Ethical City Government That Is Fiscally Sustainable.					
Objectives		Action Items		Resp Party	Status/Notes
1	Sufficient revenue to sustain City services at appropriate levels.	1.1	Review/update storm water fees.	PWD/FHD	Master plan update; budgeted - in progress
		1.2	Maximize non-City revenue resources to pay for services provided to unincorporated area.	FHD	
		1.3	Encourage new private investment in the community	CM	Working to improve community services (i.e., health care) before developing marketing strategy
		1.4	Maintain General Fund reserve at 5 percent of operating budget.	BC	Included in 2014-15 budget
		1.5	Conduct conservation improvements at water and wastewater plants.	PWD	Baseline energy use documented; improvement implemented. Further improvements would be to replace old equipment.
		1.6	Significantly reduce vehicle fuel consumption.	PWD	Purchasing the most fuel efficient vehicles possible; reducing travel through combination of carpooling and on-line/in-house trainings
2	Stable, effective and accountable management. Sustain positive workplace environment and employee morale.	2.1	Provide competitive employee compensation through a merit-based system.	CM/CC	Next compensation review in 2017
3	Balanced revenue system that recognizes demands on City services by residents, businesses and visitors.		Complete infrastructure GIS project	PWD	GIS framework complete; adding new information as it comes in
4	Assure internal consistency and efficiency.		Implement alternative energy program	PWD	Program deemed infeasible by Dyer Partnership
5	Succession planning.		Develop plan for recruiting and sustaining volunteers.	PWD	PTS and PS Department developing plan for park ranger program
6	Utilize local contractors.		Keep project scope scalable; use informal process	PWD	
GOAL 2: A Safe Community					
Objectives		Action Items		Resp Party	Status/Notes
1	Adequately staff, equipped and housed police/fire departments.			CM/CC	
2	Provide clean drinking water and compliant waste water treatment.			PWD	Goal achieved
3	Improve community health care.	3.1	Establish Emergency Department at Brookings clinic.	CM	State authorized
4	Improve personal/family preparedness.	4.1	Promote “Map your Neighborhood” preparedness program.	PSD	Several neighborhood meetings held; little public interest.
5	Maintain streets in safe/serviceable condition.	5.1	Allocate \$250,000 annually for street reconstruction and major maintenance.	BC	Annual program.
		5.2	Improve pedestrian/vehicle safety; replace hazardous storm drain grate; make pedestrian facilities more accessible.	PWD	ODOT signage request; work w/Vision Council; TSP update underway
		5.3	Develop multi-year street/sidewalk improvement plan	PWD	
		5.4	Develop bicycle plan & pursue funding for improvements.	PWD	Bicycle Plan Adopted - Harris/Dawson Project completed 2015; more grants in progress. TSP update underway; includes bike amenities.
6	Improve pedestrian safety				
7	A disaster resilient community	7.1	Participate in NDRC programs; pursue resilience projects	CM/PSD	Preparing NDRC proposal; system improvements to EOC
GOAL 3: Influence Economic Growth / Improve Quality of Life					
Objectives		Action Items		Resp Party	Status/Notes
1	Establish pro-growth policy	1.1	Develop business and resident attraction program.	CM	Chamber distributed ~900 relocation packets. Video library promoting City on website, YouTube and facebook
		1.2	Develop business retention strategy	CM	
2	Establish development policies and public improvements/standards that recognize economic trends.	2.1	Develop comprehensive plan for addressing wastewater I&I issue	PWD	Annual program to correct I & I
		2.2	Prepare annexation pros/cons and fiscal analysis.	CM	RFP submitted to Portland State; funding
		2.3	Develop program to “cash out” DIA’s.	PWD/FHD	Long term; requires substantial staff resources
		2.4	Adopt ordinance to implement Downtown Master Plan 2002	PM	Discussed @ 8/15 workshop; need further direction
		2.5	Implement a Main Street Program	CM	Efforts to gain merchant/owner interest unsuccessful
		2.6	Work with private interests to improve appearance of downtown through building & streetscape improvements	BLD	
3	Provide infrastructure to support economic growth.	2.7	Develop UGB transition agreements with special districts.	PWD	Delayed by HSD; County not pursuing.
		3.1	Develop schedule to review/update infrastructure master plans and development standards; consolidate implementation plan for infrastructure; existing SDC credit inventory and exchange program.	PWD	SDC inventory added to GIS; exchange program deemed infeasible; Council to adopt exemption for all existing buildings

KEY: BC = Budget Committee BLD = Building Official CA = City Attorney CC = City Council CE = City Engineer CM = City Manager FHD = Finance & Human Resources Director
PM = Planning Manager PTS = Parks & Tech Services Supervisor PSD = Police Safety Director PWD = Public Works & Development Director

DRAFT - City of Brookings 2015-17 Strategic Plan – Short Term (24 months) - Dated: June 29, 2015

GOAL 3: Influence Economic Growth / Improve Quality of Life (Continued)					
Objectives		Action Items		Resp Party	Status/Notes
4	Complete approved capital projects in a timely and cost efficient manner.	4.1	Reconstruct uncompleted block of Hemlock Street,	PWD	Plan/budget developed
		4.2	Complete Railroad reconstruction project	PWD	
		4.3	Complete Airport Infrastructure project	PWD	
		4.4	Pursue pedestrian improvement funding: Hwy101 north of Lucky Lane	PWD	
		4.5	Pursue State/Federal grants to fund economic development and infrastructure improvements	CM	
		4.6	Develop public restrooms in the downtown area	PWD	
5	Maintain and enhance quality of coastal experience.	5.1	Develop coastal access	PWD	Tanbark next candidate; need budget appropriation
6	Attract tourists to stop in downtown.	6.1	Landscaping along South Chetco	PWD/PTS	Obtained cost; not in budget.
		6.2	Improve downtown directional/parking signs	PWD/PTS	Need further direction
		6.3	Central Building historic landmark sign	PWD/PTS	Issues with ODOT approval
		6.4	Incentive program for downtown shops	PWD/BLD	Need further direction; workshop needed
		6.5	More bears	CM	Ongoing visits
		6.6	Traffic study to improve parking downtown	PWD	Need budget and funding
		6.7	Limit retail commercial land supply to encourage retail infill & redevelopment to areas within existing UGB, especially downtown	PM	
		6.8	Promote downtown public art	PWD	
		6.9	Develop RV parking along Frontage Road	PWD/PTS	TPAC/TSP; proposed Frontage budget 14-15; murals/weeding/flower baskets; proposed blight policy
7	Conserve open space and protect natural, scenic resources and cultural and historic areas while providing for orderly growth and development.	7.1	Work with Curry County & Harbor Water District to develop alternatives to water withdrawals from Chetco River during late summer months	CM	
		7.2	Provide opportunities for public access to reduce crowding & overuse of any individual access point	PTS	
		7.3	Provide access signage to direct & clearly define State park boundaries.	PTS	
8	Provide additional recreational opportunities and facilities to include neighborhood parks, beach and river access points, and possible downtown park.	8.1	Lighting at Stout Park	PWD/PTS	
		8.2	Reconfigure Azalea Park Athletic Fields	PWD/PTS	Plan/budget completed. Funding needed.
		8.3	Install restrooms at Chetco Point and Stout Parks	PWD/PTS	Plan/budget developed
		8.4	Develop Aquatics & Recreation Center	PTS	
		8.5	Develop Community Center	PTS	Develop Community Center
9	Implement policies and implementation items included under economic section of Comprehensive Plan.	9.1	Recognize/support Port Master Plan of Development; work with Port to develop land within its jurisdiction.	CM	
		9.2	Utilize zoning ordinance to provide commercial/industrial lands for development	PM	EOA identified deficiency in size/number of commercial/industrial sites; adopted in Comp Plan (CP) Goal 9. Annexation/zone changes require CP compliance. Requests addressing deficiencies receive strong City support (i.e.,airport annexation satisfied deficiency by rezoning commercial to light industrial)
		9.3	Form organization to initiate, coordinate & help implement an industrial and employment expansion program	CM	
		9.4	Work with landowners to create larger development opportunity sites	CM	
		9.5	Encourage cottage industry/professional service home occupations	PM	Code adopted for cottage industries
		9.6	Provide development opportunities for senior housing ranging from single-family detached dwellings to nursing facilities.	PM	Code revised to include workforce housing (smaller, low rent housing) and nursing/assisted living housing as CUP in all residential zones.
		9.7	Develop an overall economic development plan	CM	
GOAL 4: Effective Intergovernmental Relations					
Objectives		Action Items		Resp Party	Status/Notes
1	Influence regional, state, national policy on issues important to achieving City goals.			CC	
2	Secure grant funding.			CM/PWD	
3	Achieve City goals through strategic partnerships.			CC/CM	
4	Prepare for potential County fiscal failure.	4.1	Evaluate possible assumption of County services on cost recovery basis.	CM/FHD	Reviewed & identified as infeasible for Planning/Building. Provided Port District policing proposal. Offered to assume airport management; declined.
		4.2	Complete UGB annexation study	CM	Contracted with PSU; study scheduled for November 2015 completion

KEY: BC = Budget Committee BLD = Building Official CA = City Attorney CC = City Council CE = City Engineer CM = City Manager FHD = Finance & Human Resources Director
PM = Planning Manager PTS = Parks & Tech Services Supervisor PSD = Police Safety Director PWD = Public Works & Development Director

City of Brookings

City Council Meeting MINUTES

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

Monday, October 26, 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, Brent Hodges (arrived at 7:03 PM) and Bill Hamilton; a quorum present.

Staff present: City Manager Gary Milliman, Public Works & Development Director LauraLee Snook, Planning Manager Donna Colby-Hanks, Treatment Plants Supervisor Ray Page, City Attorney Martha Rice and City Recorder Joyce Heffington.

Others Present: No media and approximately three others.

Ordinances

Ordinance 15-O-748 adding Amateur Radio Facilities as conditional uses in Brookings Municipal Code.

City Attorney Rice advised Council to wait to consider the ordinance until she could thoroughly review the letter received from the general counsel of the National Amateur Radio Association citing potential conflicts with federal regulations. She said it would be a better use of the City's time and money to get the language worked out before the ordinance was adopted than to pay to argue it afterwards.

Mayor Hedenskog moved, a second followed and Council voted unanimously to remove Item D-1 [Ordinance 15-O-748] from the agenda.

Ordinance 15-O-749 amending Exhibit A of Ordinance 15-O-744 to correct the metes and bounds description.

Planning Manager Colby-Hanks provided the staff report.

Councilor Pieper moved, a second followed and Council voted unanimously to do a first reading of Ordinance 15-O-749.

Mayor Hedenskog read the title.

Councilor Pieper moved, a second followed and Council voted unanimously to do a second reading of Ordinance 15-O-749.

Mayor Hedenskog read the title.

Councilor Pieper moved, a second followed and Council voted unanimously to adopt Ordinance 15-O-749.

Ordinance 15-O-750, amending System Development Charge exemptions in the Brookings Municipal Code.

Director Snook presented the staff report.

Councilor Pieper moved, a second followed and Council voted unanimously to do a first reading of Ordinance 15-O-750.

Mayor Hedenskog read the title.

Councilor Pieper moved, a second followed and Council voted unanimously to do a second reading of Ordinance 15-O-750.

Mayor Hedenskog read the title.

Councilor Pieper moved, a second followed and Council voted unanimously to adopt Ordinance 15-O-750.

Staff Reports

Authorization to submit the ConnectOregon VI grant application for the Del Norte County Airport Terminal.

City Manager Milliman presented the staff report.

Councilor McClain asked what kind of projects the City might apply for under this program and Milliman said the bike path could be eligible but it was not far enough along in the design phase. He said the County could also apply for funding for the Brookings Airport but they were looking at doing a new Master Plan and didn't expect that to be ready until 2017. The Del Norte airport's 95% funding match, Milliman added, made it very competitive.

Councilor McClain moved, a second followed and Council voted unanimously to authorize staff to submit a *Connect Oregon VI* grant application for \$900,000 for a project to construct a new terminal at the Del Norte County Airport.

Authorization to execute a contract for a new entry gate at the Wastewater Treatment Plant.

Supervisor Page provided the staff report.

Mayor Hedenskog said he had recently noted the lack of security at the plant and was not surprised to see the matter come to Council.

Councilor Hamilton asked if this was the low bid and Page said it was the only bid.

Councilor Pieper said he was surprised at the cost but agreed that security was needed.

Councilor Pieper moved, a second followed and Council voted unanimously to authorization the City Manager to execute a contract with Willamette Fence in the amount of \$61,585 for installation of a new entry gate at the Wastewater Treatment Plant.

Authorization to execute an Intergovernmental Agreement with Oregon Department of Transportation for art in the Highway 101 right of way.

Director Snook gave the staff report.

Councilor Hamilton said this was good news. The next battle, he said, was to get the bears back.

Councilor McClain moved, a second followed and Council voted unanimously to authorize the City Manager to execute an Intergovernmental Agreement

between the City and Oregon Department of Transportation to allow artwork to be placed in the right of way for art on Highway 101.

Authorization to execute a Memorandum of Understanding with McDonalds Corporation regarding acceptance by the City of a private storm drain.

Director Snook provided the staff report.

Mayor Hedenskog asked if the City would be liable if it accepted the storm drain and Milliman said it would depend on the event that caused the damage.

City Attorney Rice said the City could be liable if the repair were insufficient, for example, but it would really depend on the circumstances. She said it might be possible to narrow the terms of the hold harmless clause.

Mayor Hedenskog asked if the City could automatically be held liable and Rice said if it was the City's pipe so there could be a presumption of liability on the City's part, again, depending on the circumstances.

Councilor Pieper said the City had dealt with this type of issue before and had worked through it, and Councilor McClain said his concern was that the project was done right. If it was done right, McClain added, then he didn't see it as a big liability issue.

Councilor Hodges said he didn't see it as an issue if the City was using the same method, and asked if the City would do the inspection of the drain. Snook said the City had the video equipment to inspect the work, although, normally, inspection would be the contractor's responsibility. The City's concern, she said, was not about the repair method but rather the reduction in pipe size. However, she noted, based on Dyer Engineering's calculations it appeared not to be an issue.

Councilor Hamilton asked if the City was satisfied with the method and Snook said it was and Councilor McClain noted that it appeared there would actually be a 5% increase in the flow rate.

Mayor Hedenskog said McDonald's was not responsible for installing the culvert and that had changed his mind about accepting it into the system.

Councilor Hodges moved, a second followed and Council voted unanimously to authorize the City Manager to execute a Memorandum of Understanding with McDonalds Corporation stipulating the City's acceptance of the private storm drain conveyance into the City storm drain system after repairs are completed.

Status of National Disaster Resiliency Competition Grant Application.

City Manager Milliman presented the staff report and said the health care resiliency project had the highest cost/benefit rating the grant team had ever seen. He said a final set of rules issued by HUD earlier in the day allowed the City to include ongoing operations and maintenance over the project's life as part of the match and a motion was needed to approve a revised commitment letter to reflect that change. He said this was the first grant application he'd seen where a monetary value was assigned to lives saved, representing a \$2 billion-plus benefit to the Brookings Harbor community.

Mayor Hedenskog asked if the cost/benefit figures were guesses and Milliman said the analysis was based on actual data provided by Cal Ore, Brookings Police and the Curry Health District.

Mayor Hedenskog moved, a second followed and Council voted unanimously to revise the October 26 commitment letter and send it [in the] morning.

Consent Calendar

1. Approve Council minutes for October 12, 2015.
2. Approve Liquor License Application for Pacific Sushi, 613 A and 611 Chetco Avenue.
3. Cancel November 23rd and December 28th City Council meetings.

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

Remarks from Mayor and Councilors

City Manager Milliman remarked on the contents of an ad in the Pilot that said the City had spent thousands of dollars on lawyers, lobbyists and ads. Milliman said the City had spent no money on ads or on a lobbyist in connection with measure 8-84. The City had, he said, spent funds on getting the regulation changed to allow the ED and Mayor Hedenskog said this was an example of half-truths are used to mislead.

Councilor McClain said the Emergency Department (ED) expansion and connectivity to the airport would have a big impact on people staying and deciding to move here. He said he found it surprising that anyone would be against annexation. Access to good health care is one of the fundamental rights to U.S. citizens, he said.

Councilor Hamilton said having an ED would raise property values and annexing into the district would be making an investment into the community and Councilor Hodges said he couldn't think of anything more important to the community. Hodges said two incidents in the past year had brought home how important it was to have an ED here.

Mayor Hedenskog said he'd thought getting the rule changed was a huge hurdle, but now it seemed the hurdle was getting past the voters.

Councilor McClain said the idea of the clinic making money was one of the biggest points of confusion; once the ED opened it would start to lose money. He said a doctor had told him that it really needed to have 8 beds, which was why the tax was needed.

Councilor Pieper said he voted for annexation but understood the reasons why others had not. He said it wasn't a perfect proposal, and it was a shame that the ad had said the things it had, as the person who placed it should have known better.

Adjournment

Mayor Hedenskog moved, a second followed and Council voted unanimously by voice vote to adjourn at 7:58 PM.

Respectfully submitted:

ATTESTED:
this _____ day of _____ 2015:

Ron Hedenskog, Mayor

Joyce Heffington, City Recorder



OREGON LIQUOR CONTROL COMMISSION LIQUOR LICENSE APPLICATION

Application is being made for:

LICENSE TYPES

- ☐ Full On-Premises Sales (\$402.60/yr)
☐ Commercial Establishment
☐ Caterer
☐ Passenger Carrier
☐ Other Public Location
☐ Private Club

☐ Limited On-Premises Sales (\$202.60/yr)
☒ Off-Premises Sales (\$100/yr)
☐ with Fuel Pumps
☐ Brewery Public House (\$252.60)
☐ Winery (\$250/yr)
☐ Other: _____

ACTIONS

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

CITY AND COUNTY USE ONLY

Date application received: 10-30-15

The City Council or County Commission:

Brookings City Council
(name of city or county)

recommends that this license be:

☐ Granted ☐ Denied

By: _____
(signature) (date)

Name: Mayor Ted Skog

Title: Mayor

OLCC USE ONLY

Application Rec'd by: _____

Date: 10/30/15

90-day authority: ☐ Yes ☒ No

90-DAY AUTHORITY

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

APPLYING AS:

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

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

① Brookings Liquor Store, Inc. ③ _____

② _____ ④ _____

2. Trade Name (dba): Brookings Liquor Store

3. Business Location: 896 Chetco Avenue Brookings Curry DE 97415
(number, street, rural route) (city) (county) (state) (ZIP code)

4. Business Mailing Address: PO Box 4429 Brookings Oregon 97415
(PO box, number, street, rural route) (city) (state) (ZIP code)

5. Business Numbers: 541-469-2502 541-469-2502
(phone) (fax)

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

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

8. Former Business Name: _____

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

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

11. Contact person for this application: Pamela Downing
(name) (phone number(s))

(address) (fax number) (e-mail address)

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

Applicant(s) Signature(s) and Date:

① Pamela Downing Date 10/29/15 ③ _____ Date _____

② _____ Date _____ ④ _____ Date _____

CITY OF BROOKINGS POLICE DEPARTMENT

Chris Wallace, Chief of Police



To: Brookings City Council through City Manager Gary Milliman
From: Chief Chris Wallace 27813/201
Date: November 3, 2015
Subject: Off- Premises Sales

The Brookings Police Department found no **local** disqualifying information prohibiting Brookings Liquor Store Inc. in applying for an Off-Premises Sales permit. Brookings Liquor Store is located at 896 Chetco Avenue, Brookings, Oregon. It is the recommendation of the Brookings Police Department the above mentioned business and applicant be granted their request with final approval coming from the **Oregon Liquor Control Commission.**

Respectfully submitted,

A handwritten signature in cursive script that reads "Chris Wallace".

Chief Chris Wallace
Brookings Police Department



898 ELK DRIVE
Brookings, Or. 97415
www.brookings.or.us

Phone: (541) 469-3118
Fax: (541) 412-0253

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Wild Rivers
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MINUTES
BROOKINGS PARKS AND RECREATION COMMISSION
September 24, 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, Dennis Triglia, Don Vilelle and Chair Patricia Brown

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

APPROVAL OF MINUTES

A. Motion made to approve the minutes of July 23, 2015; motion seconded and Commission voted; the motion carried unanimously.

PUBLIC APPEARANCES - None

REGULAR AGENDA - None

INFORMATION UPDATES/DISCUSSION ITEMS

- A. Disk Golf Course – Azalea Park** – Tony Baron advised that the baskets for the back nine have been received and a work party is planned to install the bases. The map is in process and the kiosk is completed. He advised that the course is always busy with several groups playing every day and that the completion of the back nine is highly anticipated.
- B. Azalea Park – Native Azalea Work Plan** – Tony Baron advised that the project is progressing very well and they have had two work parties so far that have done a great amount of work so far, including pruning, thinning out of the competing vegetation and fertilizing in the bandshell and gazebo area. One more work party is planned. Have received many compliments from park visitors. He hopes the efforts to educate the community with press releases, a radio interview, info kiosk at the band concert and working with the Master Gardeners will help people understand why the work is necessary and the benefits to the azaleas and the park. The Lundeen Lane trees are not scheduled yet to be taken down.
- C. Compassionate Friends Park Bench** – Georgia Cockerham submitted a bench proposal with all the names on the bench as the commission previously recommended, Tony in process of finding a location for it.
- D. Foot Wash Station – Mill Beach** – Tony Baron advised that he is coordinating with a plumber to supply a spring loaded water spigot valve that will be mounted to the exterior of building.

STAFF REPORTS

- A.** Tony advised the Pickleball group is actively using the tennis courts.
- B.** Tony has received interest for adult exercise/fitness stations which the commission considered several years ago. Opportunities now exist in Azalea Park on the new multiuse paths to create areas for that type of equipment. Thought it might be something to consider budgeting for the next fiscal year. He will research further and bring back more information.

COMMISSIONER REPORTS/COMMENTS

It was suggested installing a sign in Azalea Park detailing the history of the park and information on the native azaleas. Tony advised that the City Council had recently received a request to rename Azalea Park after Elmo Williams, and while they were not inclined to change the name they were in favor of putting up a sign with all of his contributions and that could possibly have park history and azalea information on it.

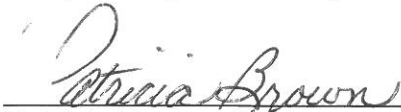
Don questioned if there had been any issues at Stout Park as he had encountered a student there smoking. Tony advised that so far this school year there has been a decrease in activity at Stout Park and there have been no problems. Tony advised that the no smoking in parks ordinance did pass through City Council and will become effective in November. Anybody caught smoking in any City Park will be cited after that time.

Thanks were given to Curry County Master Gardeners, Park Volunteers, Tony, city staff and the Parks and Rec Commission for their help in the Azalea Park Cleanup efforts.

ADJOURNMENT

November meeting rescheduled for October 22, 2015 to accommodate Thanksgiving holiday. With no further business before the Commission, the meeting adjourned at 7:30 pm.

Respectfully submitted,

A handwritten signature in cursive script, reading "Patricia Brown", is written over a horizontal line.

Patricia Brown, Chair

(Approved at October 22, 2015 meeting)

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2015

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
TAXES	2,684,567.00	48,474.30	156,155.85	2,528,411.15	5.8
LICENSES AND PERMITS	97,000.00	8,289.78	23,922.47	73,077.53	24.7
INTERGOVERNMENTAL	278,700.00	9,581.73	44,110.17	234,589.83	15.8
CHARGES FOR SERVICES	150,500.00	5,149.33	33,840.62	116,659.38	22.5
OTHER REVENUE	141,100.00	7,437.74	19,982.90	121,117.10	14.2
TRANSFERS IN	362,986.00	.00	.00	362,986.00	.0
	<u>3,714,853.00</u>	<u>78,932.88</u>	<u>278,012.01</u>	<u>3,436,840.99</u>	<u>7.5</u>
<u>EXPENDITURES</u>					
JUDICIAL:					
PERSONAL SERVICES	20,918.00	1,797.78	5,213.74	15,704.26	24.9
MATERIAL AND SERVICES	11,700.00	400.00	2,117.45	9,582.55	18.1
CAPITAL OUTLAY	500.00	.00	.00	500.00	.0
	<u>33,118.00</u>	<u>2,197.78</u>	<u>7,331.19</u>	<u>25,786.81</u>	<u>22.1</u>
LEGISLATIVE/ADMINISTRATION:					
PERSONAL SERVICES	172,607.00	13,389.47	42,610.07	129,996.93	24.7
MATERIAL AND SERVICES	140,000.00	5,548.84	14,814.30	125,185.70	10.6
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>312,607.00</u>	<u>18,938.31</u>	<u>57,424.37</u>	<u>255,182.63</u>	<u>18.4</u>
POLICE:					
PERSONAL SERVICES	1,976,334.00	164,122.76	482,852.43	1,493,481.57	24.4
MATERIAL AND SERVICES	161,200.00	10,134.12	47,545.11	113,654.89	29.5
CAPITAL OUTLAY	55,150.00	14,306.93	14,505.28	40,644.72	26.3
TRANSFERS OUT	.00	.00	.00	.00	.0
	<u>2,192,684.00</u>	<u>188,563.81</u>	<u>544,902.82</u>	<u>1,647,781.18</u>	<u>24.9</u>
FIRE:					
PERSONAL SERVICES	163,906.00	13,193.36	40,690.08	123,215.92	24.8
MATERIAL AND SERVICES	103,000.00	5,102.51	26,132.33	76,867.67	25.4
CAPITAL OUTLAY	45,519.00	.00	.00	45,519.00	.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	<u>312,425.00</u>	<u>18,295.87</u>	<u>66,822.41</u>	<u>245,602.59</u>	<u>21.4</u>
PLANNING AND BUILDING:					
PERSONAL SERVICES	190,597.00	13,655.64	36,534.29	154,062.71	19.2
MATERIAL AND SERVICES	70,400.00	588.31	5,412.72	64,987.28	7.7
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	<u>260,997.00</u>	<u>14,243.95</u>	<u>41,947.01</u>	<u>219,049.99</u>	<u>16.1</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2015

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
PARKS & RECREATION:					
PERSONAL SERVICES	160,011.00	16,286.01	44,767.78	115,243.22	28.0
MATERIAL AND SERVICES	65,400.00	8,935.71	22,540.42	42,859.58	34.5
CAPITAL OUTLAY	17,300.00	4,086.00	4,403.87	12,896.13	25.5
TRANSFERS OUT	.00	.00	.00	.00	.0
	242,711.00	29,307.72	71,712.07	170,998.93	29.6
FINANCE AND HUMAN RESOURCES:					
PERSONAL SERVICES	174,911.00	13,783.42	42,578.20	132,332.80	24.3
MATERIAL AND SERVICES	33,500.00	1,388.77	7,571.41	25,928.59	22.6
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	208,411.00	15,172.19	50,149.61	158,261.39	24.1
SWIMMING POOL:					
PERSONAL SERVICES	52,760.00	4,357.87	37,690.67	15,069.33	71.4
MATERIAL AND SERVICES	46,800.00	2,163.25	8,648.42	38,151.58	18.5
CAPITAL OUTLAY	14,400.00	.00	4,117.00	10,283.00	28.6
	113,960.00	6,521.12	50,456.09	63,503.91	44.3
NON-DEPARTMENTAL:					
MATERIAL AND SERVICES	158,800.00	7,265.81	19,693.21	139,106.79	12.4
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	242,500.00	.00	.00	242,500.00	.0
CONTINGENCIES AND RESERVES	626,640.00	.00	.00	626,640.00	.0
	1,027,940.00	7,265.81	19,693.21	1,008,246.79	1.9
	4,704,853.00	300,506.56	910,438.78	3,794,414.22	19.4
	(990,000.00)	(221,573.68)	(632,426.77)	(357,573.23)	(63.9)

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2015

STREET FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
INTERGOVERNMENTAL	926,000.00	123,599.35	334,834.80	591,165.20	36.2
OTHER REVENUE	12,450.00	5,466.00	6,495.00	5,955.00	52.2
TRANSFER IN	.00	.00	.00	.00	.0
	<u>938,450.00</u>	<u>129,065.35</u>	<u>341,329.80</u>	<u>597,120.20</u>	<u>36.4</u>
<u>EXPENDITURES</u>					
EXPENDITURES:					
PERSONAL SERVICES	182,974.00	15,261.06	44,170.09	138,803.91	24.1
MATERIAL AND SERVICES	186,700.00	22,611.67	63,490.52	123,209.48	34.0
CAPITAL OUTLAY	588,025.00	87,703.26	90,496.06	497,528.94	15.4
TRANSFERS OUT	113,640.00	.00	.00	113,640.00	.0
CONTINGENCIES AND RESERVES	101,111.00	.00	.00	101,111.00	.0
	<u>1,172,450.00</u>	<u>125,575.99</u>	<u>198,156.67</u>	<u>974,293.33</u>	<u>16.9</u>
	<u>1,172,450.00</u>	<u>125,575.99</u>	<u>198,156.67</u>	<u>974,293.33</u>	<u>16.9</u>
	<u>(234,000.00)</u>	<u>3,489.36</u>	<u>143,173.13</u>	<u>(377,173.13)</u>	<u>61.2</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2015

WATER FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
SOURCE 03	.00	.00	.00	.00	.0
CHARGES FOR SERVICES	1,510,200.00	156,690.56	509,768.09	1,000,431.91	33.8
OTHER INCOME	10,000.00	3,255.00	9,545.00	455.00	95.5
TRANSFERS IN	.00	.00	.00	.00	.0
	<u>1,520,200.00</u>	<u>159,945.56</u>	<u>519,313.09</u>	<u>1,000,886.91</u>	<u>34.2</u>
<u>EXPENDITURES</u>					
WATER DISTRIBUTION:					
PERSONAL SERVICES	375,694.00	29,523.97	88,631.69	287,062.31	23.6
MATERIAL AND SERVICES	192,400.00	10,208.81	49,975.01	142,424.99	26.0
CAPITAL OUTLAY	99,900.00	2,782.88	5,129.66	94,770.34	5.1
	<u>667,994.00</u>	<u>42,515.66</u>	<u>143,736.36</u>	<u>524,257.64</u>	<u>21.5</u>
WATER TREATMENT:					
PERSONAL SERVICES	288,072.00	22,848.35	65,929.18	222,142.82	22.9
MATERIAL AND SERVICES	187,800.00	4,357.97	56,524.47	131,275.53	30.1
CAPITAL OUTLAY	24,900.00	2,782.88	3,579.66	21,320.34	14.4
TRANSFERS OUT	765,395.00	.00	.00	765,395.00	.0
CONTINGENCIES AND RESERVES	186,039.00	.00	.00	186,039.00	.0
	<u>1,452,206.00</u>	<u>29,989.20</u>	<u>126,033.31</u>	<u>1,326,172.69</u>	<u>8.7</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>2,120,200.00</u>	<u>72,504.86</u>	<u>269,769.67</u>	<u>1,850,430.33</u>	<u>12.7</u>
	<u>(600,000.00)</u>	<u>87,440.70</u>	<u>249,543.42</u>	<u>(849,543.42)</u>	<u>41.6</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2015

WASTEWATER FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
SOURCE 03	.00	.00	.00	.00	.0
CHARGES FOR SERVICES	2,948,440.00	257,544.84	721,377.81	2,227,062.19	24.5
OTHER REVENUE	5,000.00	.00	.00	5,000.00	.0
TRANSFER IN	.00	.00	.00	.00	.0
	<u>2,953,440.00</u>	<u>257,544.84</u>	<u>721,377.81</u>	<u>2,232,062.19</u>	<u>24.4</u>
<u>EXPENDITURES</u>					
WASTEWATER COLLECTION:					
PERSONAL SERVICES	535,440.00	40,878.99	120,540.07	414,899.93	22.5
MATERIAL AND SERVICES	225,900.00	6,468.20	39,722.93	186,177.07	17.6
CAPITAL OUTLAY	24,900.00	2,782.88	3,579.66	21,320.34	14.4
	<u>786,240.00</u>	<u>50,130.07</u>	<u>163,842.66</u>	<u>622,397.34</u>	<u>20.8</u>
WASTEWATER TREATMENT:					
PERSONAL SERVICES	489,455.00	38,854.40	112,256.72	377,198.28	22.9
MATERIAL AND SERVICES	532,100.00	13,942.70	107,183.93	424,916.07	20.1
CAPITAL OUTLAY	24,900.00	2,782.88	3,579.66	21,320.34	14.4
TRANSFERS OUT	1,600,370.00	.00	.00	1,600,370.00	.0
CONTINGENCIES AND RESERVES	310,375.00	.00	.00	310,375.00	.0
	<u>2,957,200.00</u>	<u>55,579.98</u>	<u>223,020.31</u>	<u>2,734,179.69</u>	<u>7.5</u>
	<u>3,743,440.00</u>	<u>105,710.05</u>	<u>386,862.97</u>	<u>3,356,577.03</u>	<u>10.3</u>
	<u>(790,000.00)</u>	<u>151,834.79</u>	<u>334,514.84</u>	<u>(1,124,514.84)</u>	<u>42.3</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2015

URBAN RENEWAL AGENCY FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
TAXES	478,201.00	3,087.26	10,595.82	467,605.18	2.2
INTERGOVERNMENTAL	.00	.00	.00	.00	.0
OTHER REVENUE	500.00	.00	.00	500.00	.0
	<u>478,701.00</u>	<u>3,087.26</u>	<u>10,595.82</u>	<u>468,105.18</u>	<u>2.2</u>
<u>EXPENDITURES</u>					
GENERAL:					
PERSONAL SERVICES	.00	.00	.00	.00	.0
MATERIAL AND SERVICES	70,000.00	.00	.00	70,000.00	.0
CAPITAL OUTLAY	367,962.00	.00	.00	367,962.00	.0
DEBT SERVICE	.00	.00	.00	.00	.0
TRANSFERS OUT	380,739.00	.00	.00	380,739.00	.0
CONTINGENCIES AND RESERVES	.00	.00	.00	.00	.0
	<u>818,701.00</u>	<u>.00</u>	<u>.00</u>	<u>818,701.00</u>	<u>.0</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>818,701.00</u>	<u>.00</u>	<u>.00</u>	<u>818,701.00</u>	<u>.0</u>
	<u>(340,000.00)</u>	<u>3,087.26</u>	<u>10,595.82</u>	<u>(350,595.82)</u>	<u>3.1</u>

Report Criteria:

Report type: Summary

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/15	10/01/2015	75980	5004	Blumenthal Uniforms & Equipment	10-00-2005	1,323.58
10/15	10/01/2015	75981	4803	Katie Brisbin	30-00-2005	50.00
10/15	10/01/2015	75982	313	Brookings Vol Firefighters	10-00-2005	2,250.00
10/15	10/01/2015	75983	1745	Coastal Paper & Supply, Inc	10-00-2005	674.27
10/15	10/01/2015	75984	182	Coos-Curry Electric	10-00-2005	29,045.18
10/15	10/01/2015	75985	317	DCBS - Fiscal Services	10-00-2005	395.43
10/15	10/01/2015	75986	1	Cindy Crawford	20-00-2005	213.91
10/15	10/01/2015	75987	5542	Engle, Edythe	10-00-2005	205.00
10/15	10/01/2015	75988	3342	Fastenal	25-00-2005	191.79
10/15	10/01/2015	75989	5432	First Community Credit Union	25-00-2005	812.99
10/15	10/01/2015	75990	298	Freeman Rock, Inc	25-00-2005	1,457.12
10/15	10/01/2015	75991	4646	Frontier	30-00-2005	108.55
10/15	10/01/2015	75992	5065	Gold Beach Lumber	25-00-2005	167.74
10/15	10/01/2015	75993	4518	Government Ethics Commission	10-00-2005	475.31
10/15	10/01/2015	75994	269	Grainger	25-00-2005	48.00
10/15	10/01/2015	75995	167	Hach Company	25-00-2005	572.66
10/15	10/01/2015	75996	199	Richard Harper	10-00-2005	400.00
10/15	10/01/2015	75997	5541	Hatch, Jef	10-00-2005	40.00
10/15	10/01/2015	75998	994	Hughes Fire Equipment	10-00-2005	91.00
10/15	10/01/2015	75999	5526	L.N. Curtis & Sons Inc	10-00-2005	174.28
10/15	10/01/2015	76000	4573	Methodworks	25-00-2005	550.00
10/15	10/01/2015	76001	4269	Gary Milliman	10-00-2005	208.08
10/15	10/01/2015	76002	4269	Milliman, Gary	10-00-2005	67.50
10/15	10/01/2015	76003	2971	Mission Communications LLC	20-00-2005	12,272.40
10/15	10/01/2015	76004	5544	Nartec Inc	10-00-2005	849.23
10/15	10/01/2015	76005	3603	Norwest Safety	20-00-2005	817.30
10/15	10/01/2015	76006	279	One Call Concepts, Inc	15-00-2005	165.00
10/15	10/01/2015	76007	322	Postmaster	25-00-2005	850.00
10/15	10/01/2015	76008	3751	Proficient Automotive Repair	25-00-2005	536.00
10/15	10/01/2015	76009	2699	Public Works Supply	25-00-2005	35.54
10/15	10/01/2015	76010	207	Quill Corporation	10-00-2005	283.43
10/15	10/01/2015	76011	3	Bart Kast	20-00-2005	45.00
10/15	10/01/2015	76012	1840	Rogue Federal Credit Union	25-00-2005	1,140.72
10/15	10/01/2015	76013	5538	Rogue Valley Pools LLC	50-00-2005	29,507.60
10/15	10/01/2015	76014	5195	Sonsray Machinery LLC	15-00-2005	227.31
10/15	10/01/2015	76015	5415	TCS Uniform & Apparel	10-00-2005	24.00
10/15	10/01/2015	76016	273	Traffic Safety Supply Co, Inc	15-00-2005	1,632.80
10/15	10/01/2015	76017	944	Verizon	10-00-2005	546.09
10/15	10/01/2015	76018	5543	Vietnam Veterans of America	10-00-2005	135.00
10/15	10/01/2015	76019	861	Village Express Mail Center	10-00-2005	3.65
10/15	10/01/2015	76020	2122	Cardmember Service	20-00-2005	3,549.88
10/15	10/01/2015	76021	5071	Wes' Towing	10-00-2005	150.00
10/15	10/01/2015	76022	5496	Wright's Custom Framing	20-00-2005	21.48
10/15	10/08/2015	76023	882	Advanced Security Systems	20-00-2005	73.50
10/15	10/08/2015	76024	5004	Blumenthal Uniforms & Equipment	10-00-2005	359.75
10/15	10/08/2015	76025	335	Branom Instrument Co	20-00-2005	149.44
10/15	10/08/2015	76026	416	Brookings Lock & Safe Inc	20-00-2005	213.00
10/15	10/08/2015	76027	715	Budge McHugh Supply	20-00-2005	3,437.79
10/15	10/08/2015	76028	4471	Bug E Boyz	10-00-2005	45.00
10/15	10/08/2015	76029	528	Caselle, Inc	25-00-2005	889.33
10/15	10/08/2015	76030	212	Chem Quip Inc	20-00-2005	2,119.06
10/15	10/08/2015	76031	4928	CIS Trust	10-00-2005	17,520.45
10/15	10/08/2015	76032	5436	Civil West Engineering Services Inc	56-00-2005	13,212.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/15	10/08/2015	76033	3834	Clean Sweep Janitorial Service	20-00-2005	1,220.00
10/15	10/08/2015	76034	183	Colvin Oil Company	25-00-2005	4,127.84
10/15	10/08/2015	76035	5118	Cruise Master Prisms INC	10-00-2005	44.50
10/15	10/08/2015	76036	166	Dan's Auto & Marine Electric	25-00-2005	761.51
10/15	10/08/2015	76037	259	Da-Tone Rock Products	50-00-2005	648.24
10/15	10/08/2015	76038	5382	Davis Wright Tremaine LLP	10-00-2005	10,726.50
10/15	10/08/2015	76039	284	Day Management Corp	25-00-2005	1,019.14
10/15	10/08/2015	76040	1057	Donny Dotson	30-00-2005	562.50
10/15	10/08/2015	76041	3342	Fastenal	20-00-2005	259.80
10/15	10/08/2015	76042	153	Ferrellgas	25-00-2005	471.49
10/15	10/08/2015	76043	529	Flora Pacifica Inc	75-00-2005	3,600.00
10/15	10/08/2015	76044	4646	Frontier	30-00-2005	550.78
10/15	10/15/2015	76045	5452	Ganey, Pamela	10-00-2005	.00 V
10/15	10/08/2015	76046	5078	Geotechnical Resources, Inc	51-00-2005	7,377.34
10/15	10/08/2015	76047	139	Harbor Logging Supply	10-00-2005	965.80
10/15	10/08/2015	76048	5545	Hoops, Carri	10-00-2005	522.00
10/15	10/08/2015	76049	994	Hughes Fire Equipment	10-00-2005	301.08
10/15	10/08/2015	76050	162	Kerr Hardware	10-00-2005	1,948.22
10/15	10/08/2015	76051	328	Les Schwab Tire Center	10-00-2005	38.75
10/15	10/08/2015	76052	424	Munnell & Sherrill	25-00-2005	60.25
10/15	10/08/2015	76053	5546	O'Daniell, Donald	10-00-2005	205.00
10/15	10/08/2015	76054	279	One Call Concepts, Inc	25-00-2005	64.68
10/15	10/08/2015	76055	5390	O'Reilly Automotive, Inc	10-00-2005	25.00
10/15	10/08/2015	76056	4970	Outdoor Creations Inc	50-00-2005	8,460.00
10/15	10/08/2015	76057	695	P & S Construction Co, Inc	20-00-2005	325.00
10/15	10/08/2015	76058	252	Paramount Pest Control	10-00-2005	45.00
10/15	10/08/2015	76059	5101	Pitney Bowes Reserve Acct	10-00-2005	500.00
10/15	10/08/2015	76060	5472	PSU - Center for Public Service	10-00-2005	28,684.00
10/15	10/08/2015	76061	207	Quill Corporation	10-00-2005	396.19
10/15	10/08/2015	76062	3309	Roberts & Associates	50-00-2005	240.00
10/15	10/08/2015	76063	3499	Simplot Grower Solutions	15-00-2005	767.05
10/15	10/08/2015	76064	797	Town & Country Animal Clinic	61-00-2005	83.00
10/15	10/08/2015	76065	3752	Trace Analytics, LLC	10-00-2005	80.00
10/15	10/08/2015	76066	990	UPS	20-00-2005	44.86
10/15	10/08/2015	76067	861	Village Express Mail Center	10-00-2005	34.72
10/15	10/08/2015	76068	169	Waste Connections Inc	10-00-2005	6,429.54
10/15	10/08/2015	76069	5207	Water Environment Federation	25-00-2005	161.00
10/15	10/08/2015	76070	4131	Zumar Industries Inc	15-00-2005	335.61
10/15	10/15/2015	76071	4734	Aramark Uniform Services	10-00-2005	101.00
10/15	10/15/2015	76072	4939	BI- Mart Corporation	25-00-2005	154.48
10/15	10/15/2015	76073	4363	Black & Rice LLP	10-00-2005	2,670.90
10/15	10/15/2015	76074	4827	Boldt, Carlisle & Smith LLC	10-00-2005	17,380.00
10/15	10/15/2015	76075	4767	Brookings Harbor Chamber of Commerce	10-00-2005	.00 V
10/15	10/15/2015	76076	5070	Canon Solutions America	10-00-2005	579.01
10/15	10/15/2015	76077	3015	Charter Communications	30-00-2005	579.94
10/15	10/15/2015	76078	1740	Code Publishing Company Inc	10-00-2005	596.05
10/15	10/15/2015	76079	5549	Marie Coleman	30-00-2005	133.00
10/15	10/15/2015	76080	2384	Curry County Road Dept	10-00-2005	6,500.00
10/15	10/15/2015	76081	173	Curry Equipment	10-00-2005	235.77
10/15	10/15/2015	76082	5548	D'Aloisio-Lira, Irene	10-00-2005	450.00
10/15	10/15/2015	76083	5382	Davis Wright Tremaine LLP	10-00-2005	714.00
10/15	10/15/2015	76084	317	DCBS - Fiscal Services	10-00-2005	333.92
10/15	10/15/2015	76085	1	Sara Adamek	20-00-2005	137.39
10/15	10/15/2015	76086	1	William Atchley	20-00-2005	51.55
10/15	10/15/2015	76087	1	Steven Baker	20-00-2005	207.25
10/15	10/15/2015	76088	1	Mel Bonham	20-00-2005	35.14

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/15	10/15/2015	76089	1	Brian & Cynthia Copeland	20-00-2005	108.57
10/15	10/15/2015	76090	1	Diana Shammos	20-00-2005	12.57
10/15	10/15/2015	76091	1	Antoinette Tessore	20-00-2005	45.00
10/15	10/15/2015	76092	1	Linda Thomas	20-00-2005	29.91
10/15	10/15/2015	76093	2640	Dyer Partnership Inc., The	54-00-2005	8,377.50
10/15	10/15/2015	76094	5547	Ennis, Peggy	10-00-2005	205.00
10/15	10/15/2015	76095	3342	Fastenal	10-00-2005	57.89
10/15	10/15/2015	76096	2186	Ferguson	20-00-2005	3,606.54
10/15	10/15/2015	76097	4518	Government Ethics Commission	75-00-2005	237.66
10/15	10/15/2015	76098	4171	In-Motion Graphics	10-00-2005	121.00
10/15	10/15/2015	76099	283	Muffler & More	20-00-2005	201.00
10/15	10/15/2015	76100	4487	Net Assets Corporation	10-00-2005	270.00
10/15	10/15/2015	76101	5442	OACA Treasurer	10-00-2005	265.00
10/15	10/15/2015	76102	5008	Online Information Services	10-00-2005	129.65
10/15	10/15/2015	76103	695	P & S Construction Co, Inc	50-00-2005	250.00
10/15	10/15/2015	76104	207	Quill Corporation	10-00-2005	112.92
10/15	10/15/2015	76105	5538	Rogue Valley Pools LLC	50-00-2005	29,507.60
10/15	10/15/2015	76106	591	Salmon Run	61-00-2005	1,300.00
10/15	10/15/2015	76107	591	Wild Rivers Golf Managment LLC	20-00-2005	8,984.78
10/15	10/15/2015	76108	5550	Shilo Inn Suites Hotel Seaside Oceanfrnt	30-00-2005	400.00
10/15	10/15/2015	76109	380	Stadelman Electric Inc	25-00-2005	1,366.74
10/15	10/15/2015	76110	151	Western Communications, Inc.	10-00-2005	254.38
10/15	10/22/2015	76111	5004	Blumenthal Uniforms & Equipment	10-00-2005	284.68
10/15	10/22/2015	76112	4193	C & K Market, Inc	10-00-2005	112.25
10/15	10/22/2015	76113	183	Colvin Oil Company	10-00-2005	2,203.10
10/15	10/22/2015	76114	3316	Department of Environmental Quality	25-00-2005	340.00
10/15	10/22/2015	76115	1	Albert & Mary Mendoza	20-00-2005	7.91
10/15	10/22/2015	76116	1	Ashley Walker	20-00-2005	247.52
10/15	10/22/2015	76117	484	DMV	10-00-2005	3.50
10/15	10/22/2015	76118	484	DMV	10-00-2005	104.50
10/15	10/22/2015	76119	3342	Fastenal	10-00-2005	242.68
10/15	10/22/2015	76120	4646	Frontier	30-00-2005	82.24
10/15	10/22/2015	76121	269	Grainger	25-00-2005	77.92
10/15	10/22/2015	76122	198	Grants Pass Water Lab	20-00-2005	304.00
10/15	10/22/2015	76123	3408	IDEXX Distribution Inc	25-00-2005	641.21
10/15	10/22/2015	76124	5364	North Central Laboratories	25-00-2005	271.59
10/15	10/22/2015	76125	3159	NorthCoast Health Screening	25-00-2005	75.00
10/15	10/22/2015	76126	3935	Northern California Glove	25-00-2005	340.00
10/15	10/22/2015	76127	3603	Norwest Safety	25-00-2005	87.50
10/15	10/22/2015	76128	3561	Oil Can Henry's	10-00-2005	133.00
10/15	10/22/2015	76129	5251	Pacific Power Group, LLC	25-00-2005	174.90
10/15	10/22/2015	76130	311	Paramount Supply Company	25-00-2005	411.20
10/15	10/22/2015	76131	1920	Pitney Bowes, Inc	10-00-2005	83.00
10/15	10/22/2015	76132	207	Quill Corporation	50-00-2005	845.32
10/15	10/22/2015	76133	5051	Southwestern/FirstStop	25-00-2005	642.00
10/15	10/22/2015	76134	5551	VSS International Inc	51-00-2005	193,000.00
10/15	10/22/2015	76135	4220	Woof's Dog Bakery	61-00-2005	48.99
10/15	10/29/2015	76136	5231	Amy Aldinger	30-00-2005	210.00
10/15	10/29/2015	76137	5552	Chrissy Bevans	25-00-2005	71.00
10/15	10/29/2015	76138	5004	Blumenthal Uniforms & Equipment	10-00-2005	180.00
10/15	10/29/2015	76139	3622	Boardwalk Mail Services	25-00-2005	21.99
10/15	10/29/2015	76140	416	Brookings Lock & Safe Inc	20-00-2005	618.00
10/15	10/29/2015	76141	182	Coos-Curry Electric	10-00-2005	26,616.45
10/15	10/29/2015	76142	4534	Daily Journal of Commerce Inc.	53-00-2005	78.00
10/15	10/29/2015	76143	1	William Fraser	20-00-2005	219.31
10/15	10/29/2015	76144	1	Mike & Velta Steevens	20-00-2005	19.02

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/15	10/29/2015	76145	1	David Vaillancourt	20-00-2005	151.77
10/15	10/29/2015	76146	2640	Dyer Partnership Inc., The	54-00-2005	5,996.82
10/15	10/29/2015	76147	749	Emerald Pool & Patio	10-00-2005	1,072.65
10/15	10/29/2015	76148	3342	Fastenal	25-00-2005	80.99
10/15	10/29/2015	76149	298	Freeman Rock, Inc	20-00-2005	870.21
10/15	10/29/2015	76150	4646	Frontier	30-00-2005	47.95
10/15	10/29/2015	76151	5065	Gold Beach Lumber	25-00-2005	1,425.28
10/15	10/29/2015	76152	269	Grainger	25-00-2005	100.80
10/15	10/29/2015	76153	994	Hughes Fire Equipment	10-00-2005	1,054.72
10/15	10/29/2015	76154	4171	In-Motion Graphics	10-00-2005	171.40
10/15	10/29/2015	76155	5200	Landmark Inn	25-00-2005	97.90
10/15	10/29/2015	76156	329	New Hope Plumbing	10-00-2005	106.00
10/15	10/29/2015	76157	4748	Northstar Chemical, Inc	25-00-2005	13,386.00
10/15	10/29/2015	76158	3603	Norwest Safety	25-00-2005	259.30
10/15	10/29/2015	76159	3561	Oil Can Henry's	10-00-2005	88.48
10/15	10/29/2015	76160	4428	Raymond Page	25-00-2005	62.00
10/15	10/29/2015	76161	5388	Palm Industries Inc	10-00-2005	1,490.01
10/15	10/29/2015	76162	4708	Tony Parrish	10-00-2005	119.34
10/15	10/29/2015	76163	322	Postmaster	10-00-2005	25.00
10/15	10/29/2015	76164	5472	PSU - Institute for Natural Resources	10-00-2005	203.75
10/15	10/29/2015	76165	207	Quill Corporation	10-00-2005	375.98
10/15	10/29/2015	76166	5553	Red Lion Hotel Bend	30-00-2005	428.00
10/15	10/29/2015	76167	3	Robin Blue	20-00-2005	4.66
10/15	10/29/2015	76168	3	Susan DeWolf	20-00-2005	25.30
10/15	10/29/2015	76169	3	Irving Meeker	20-00-2005	96.91
10/15	10/29/2015	76170	3	Bonnie Northrup	20-00-2005	84.65
10/15	10/29/2015	76171	3	Optimum Property Management	20-00-2005	67.43
10/15	10/29/2015	76172	3	Diana Shammos	20-00-2005	88.66
10/15	10/29/2015	76173	5396	Seminar Group, The	10-00-2005	595.00
10/15	10/29/2015	76174	380	Stadelman Electric Inc	50-00-2005	10,410.00
10/15	10/29/2015	76175	380	Stadelman Electric Inc	25-00-2005	968.00
10/15	10/29/2015	76176	5448	Stover Engineering	53-00-2005	1,927.25
10/15	10/29/2015	76177	142	Tidewater Contractors Inc	51-00-2005	56,280.00
10/15	10/29/2015	76178	861	Village Express Mail Center	10-00-2005	15.55
Grand Totals:						626,099.18

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____