

**CITY OF BROOKINGS
SPECIAL COUNCIL WORK-SESSION MINUTES
FOR SETTING 2002-2003 CITY GOALS
Best Western Brookings Inn Conference Room
Hwy 101 North, Brookings, Oregon
January 26, 2002 , 2002
9:00 a.m.**

I. CALL TO ORDER

Mayor Bob Hagbom called the meeting to order at 9:00 a.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Roll call was taken by those present conveying their name, position, and any other further details of their experience or responsibilities.

Council present: Mayor Bob Hagbom, Council President Larry Curry, Councilors Frances Johns, Lorraine Kuhn, and Rick Dentino

Council absent: none

Staff present: City Manager Leroy Blodgett, Community Development Director Leo Lightle, Police Chief Chris Wallace, City Planner John Bischoff, Fire Chief William Sharp, Finance Director Paul Hughes, and Administrative Secretary Sharon Ridens

Parks and Recreation Commissioners present: Dori Frost, Lorraine Williams, Bill Boynton, Paul Prevenas, Nina Canfield, Craig Mickelson, and Tony Parrish

Planning Commissioners present: Russ Fritz and Randy Gorman
Planning Commissioners absent: Vikki Nuss, Judy Krebs, Jim Collis, Richard Gyuro, and Ted Freeman, Jr.

Media Present: Editor Scott Graves of the Curry Coastal Pilot

Other: Chamber of Commerce Executive Director Les Cohen

IV. STAFF REPORT

City Manager Blodgett explained and reviewed the current 2001-2002 City Goals, accomplishments, and the importance goals have in the City's budget process. He encouraged Council to look at "realistic" goals, to be accomplished within this next year.

Various documents were presented to participants for their review and reference during the ensuing extensive discussion. Those documents are made a part of these minutes: 1) a combined list of recommended goals by Council, Commissioners, and Department Heads; 2) a copy of the Brookings Development Code, section 172.070-Street Improvements, deferred; 3) a memo from CDD Leo Lightle regarding Dawson Tract Neighborhood Circulation Plan; 4) a map of Dawson Road "S" curve; 5) a memo from CDD Leo Lightle regarding Local Street Level of Services Summary, and 6) a memo from City Manager Blodgett regarding the status of current 2001-2002 Council Goals.

V. POTENTIAL GOALS LIST

Participants in advance had provided City Manager Blodgett with their recommended goals. The compilation of that information is provided in the above-mentioned document number 1, and is a part of these minutes.

VI. PRIORITIZED GOALS LIST

Participants agreed to not prioritize the above list.

Mayor Hagbom recessed the workshop at 11:30 a.m. for a lunch break.

Mayor Hagbom asked participants to reconvene at 12:30 p.m. for finalizing the goals list.

VII. FINAL GOALS LIST FOR ADOPTION AT NEXT CITY COUNCIL MEETING

Participants agreed on the following final goals list:

- Complete preliminary design, select site location(s), and identify fund sources for
 - Community Center & Covered Swimming Pool
 - City Hall
 - Fire Hall

- Downtown Revitalization/Couplet
 - Complete Master Plan
 - Support & begin implementation of the Master Plan
 - Lobby to have Phase II of the couplet on the STIP

- Parks
 - Complete new concession stand/restrooms at Azalea Park
 - Remodel or improve all park restrooms
 - Complete Parks Master Plan
 - Upgrade all Play Equipment
 - Fund Recreation Programs

 - Public Works Shop
 - Begin Construction Phase

 - Water
 - Begin Implementation of the Water Management Plan
 - Secure funding for increased water storage and system upgrade

 - Wastewater
 - Reduce Infiltration & Inflow

 - Complete engineering study for Dawson/Carpenterville Roads & Highway 101

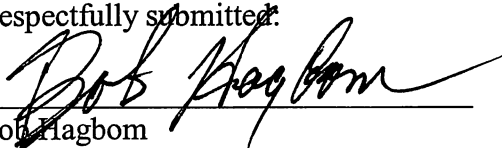
 - Improve Cable TV Service

 - Explore the possibility of a second bridge on Chetco River for Emergency Preparedness
- This list will be provided to Council for official approval.

XII. ADJOURNMENT

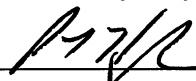
Mayor Hagbom closed the work-session at 1:00 p.m.

Respectfully submitted:



 Bob Hagbom
 Mayor

ATTEST by City Recorder this 21 day of February, 2002.



 Paul Hughes
 Finance Director/City Recorder

The following are recommended goals provided by Council Members, Commissioners, and Department Heads. They are not placed in any order, only as received. They are for your review. Any numbers in the left column indicate the number of people who had the same idea.

	Enforce leash laws and if needed revise present law, i.e. at time of violation, see if animal had been neutered.
	Install sidewalk (one side only at this time) on Wharf Street out to Chetco Point Park with several plain concrete benches
	Enforce Skate Park directives and revise present rules to keep skateboarders off of Chetco and adjacent streets
	Add one more handicap site at lower Azalea Park Parking Lot
	Repeat goals listed for 2001-2002 (except for DIA's)
3	<p>RE: DIA's – under the present land use regulations a DIA is mostly a win/win situation for a property owner; it allows him to defer spending money during the development stage and, based on past history, it is very unlikely he will ever be forced to meet the terms of the agreement. The City needs to institute regulations that would reduce the attractiveness of DIA's such as:</p> <ul style="list-style-type: none"> a. Require an upfront payment to an escrow fund proportionate to the expected cost of the deferred improvement, or b. An annual property tax surcharge or other type of non-accumulative payment that would make it more financially prudent to complete any outstanding DIA's <p>MAKE A DECISION!</p>
	Dawson Tract Traffic Access: Urge ODOT to: (1) Develop an improvement plan for the Highway 101/Dawson Road intersection; and (2) Place the improvement on the future project schedule as soon as possible. (3) Once an improvement plan is in place, explore sources of funding such as grants
	Explore & develop Dawson Tract alternate/emergency access routes that could be used in the event the Highway 101/Dawson Road intersection should become blocked.

	Take action to reduce speed limits on Highway 101 north of Brookings: (1) Move 25mph zone north to or near Easy Street, (2) Move 35mph zone north of Harris Beach access Road, (3) 45mph zone north of Deer Park Road
	Provide adequate resources to offer a full range of recreational opportunities to young people in the community during the Summer and throughout the year.
	Provide adequate funding to support improvements to playground equipment at all city parks
5	Work with the Community Planning Workshop of the University of Oregon to formulate a Master Plan for Parks and Recreation to include an Events Center /Swimming Pool New covered swimming pool w/appropriate amenities Consolidate site selections of proposed Community Center, covered swimming pool, Fire Hall & City Facility/investigate funding opportunities.
	Form a City Council appointed committee to ascertain the various requests to utilize the airport for air ambulance patient transport.
	Work toward finalizing the Urban Growth Boundary
	Continue the finalization of lighting the Dot Martin Bridge across Chetco
2	Continue the formation of Urban Renewal District
3	Downtown Revitalization – How to Achieve it
	Dawson Tract and the “S” Curve. Near future 8 – 10% of city’s population
3	Economic Development – Jobs creation.
2	Water Management Plan
3	New City Hall – representing a 21 st century city

	<p>New Fire Hall – addition/expansion of Fire Dept facilities <u>Per Chief Sharp:</u> The department needs to expand its facilities. We have run out of room to house all of our equipment and our training room is to capacity. We need to continue to look at ways to find a solution to this problem, specifically financing.</p>
	<p>Revision of contract for service with Suburban Rural Fire Protection District <u>PER CHIEF SHARP:</u> The City of Brookings has for quite a few years been under contract for service with the Suburban Rural Fire Protection District. The amount that is charged for that service annually was established many years ago and needs to be revised. The actual contract agreement should be updated at the same time.</p>
	<p>Expansion & improvement of our Fire Protection systems, hydrants and water mains <u>PER CHIEF SHARP:</u> Finally we should continue to expand and improve our water system so that our fire protection abilities can meet the challenges ahead.</p>
	<p>Review and “Theme” Construction of all future building</p>
	<p>“PRIDE” Program to encourage <u>ALL</u> residents to make improvements in their neighborhood and residence</p>
	<p>Eventual assistance by the City in the maintenance of the garden area of Azalea Park</p>
	<p>Investigate/implement joint venture with Port re: providing Cable TV Service as an alternative to Cable Communications System.</p>
	<p>Enable Urban Design Studio Team to open public communications, and satisfy their master plan/architectural standards/urban renewal contract.</p>
	<p>Develop a lighting program at the Azalea Park Band Shell Area</p>
	<p>Complete downtown & Azalea Park parking facilities</p>
	<p>Refine the formula by which Brookings & Harbor fund wastewater disposal.</p>
	<p>Obtain funding for Brookings’ portion of Borax proposed project wastewater disposal</p>
	<p>Complete Parks Master Plan</p>

172.070 Street improvements, deferred. Subject to the standards set forth herein, the improvement of existing streets may be deferred to such time as a complete street segment can be improved to city standards. For purposes of this section, a street segment shall be considered as the length of a street between intersections with other streets.

A. Street improvements may be deferred when the project site complies with the following criteria:

1. If more than 50 percent of the street segment's frontage and area having frontage on the segment is unimproved; or,
2. If more than 50 percent of the area having frontage on the street segment is developed and less than 50 percent of the street segment is improved.

B. When street improvements are deferred, the developer shall enter into a Deferred Improvement Agreement for each project lot fronting the street segment and record said agreement with the Curry County Recorder's Office. Said agreement shall run with the land and require that the property owner agree to the performance of the work deferred by conformance with one of the following options:

1. Work performed by property owner. The owner of the property subject to a deferred improvement agreement shall be responsible for performance of the work identified in said agreement and for obtaining contractors therefor. The owner shall cause satisfactory plans and specifications for the improvements to be prepared and to submit said plans and specifications to the city public works department for approval prior to commencement of the work to be done. Such work shall be done in accordance with city standards in effect at the time the improvement plans are submitted for approval. Owner agrees to make payments required by the city including, but not limited to, engineering deposits, permit fees and inspection fees. Owner shall notify the city public works department at least 48 hours prior to the start of work.

Prior to approval of improvement plans by the city, the owner may be required to execute and deliver to the city a performance bond in an amount and form acceptable to the city, to be released by the city in whole or in part upon the city's final acceptance of the work performed.

If the owner disagrees with the requirements set forth for installation of improvements as provided in this section, he shall, within 30 days of the date the notice from the city engineer was mailed, request a review of the requirements by the City Council. The decision of the City Council shall be binding upon both the city and the owner.

2. Construction as local improvement to be assessed against property. Recordation of a deferred improvement agreement shall be equivalent to a consent to the establishment of a local improvement district. If the property owner does not complete the improvement pursuant to Section 172.070, B., 1, above, the city may do the work as a local improvement project following the procedures established by ordinance for such projects and assess the cost against the property specially benefitted. Permission to enter onto the property of the owner is granted to the city or its contractor as may be necessary to construct such improvements.
3. Activation of deferred improvement agreements. When the city engineer determines that the reason(s) for the deferment no longer exist(s), he/she shall notify affected owners in writing. The notice shall be mailed to the current owner or owners of the land as shown on the latest adopted county assessment roll. All or any portion of said improvement may be required at a specified time. Each affected owner shall participate on a pro rata basis of the cost of installation of the improvements.

172.080 Street names and signs.

- A. The name of any public or private street shall not duplicate or be so similar as to be confused with the name of any existing street within Curry County.
- B. Street names and traffic control signs shall be installed as required by the city. Prior to the issuance of any development permit, the developer shall pay a street sign fee as required to equip all street intersections with sign posts, street name signs and traffic signs pursuant to the standards and specifications adopted by the city and/or the Oregon Department of Motor Vehicles and Department of Transportation.

Memo

To: Mayor and City Council
From: Leo Lightle, Community Development Director
Date: 1/25/2002
Re: Dawson Tract Neighborhood Circulation Plan

There are certain items for the Dawson Circulation Plan that are spread out in the Land Development Code. I have only included what I deemed the items that you are probably interested in at this time.

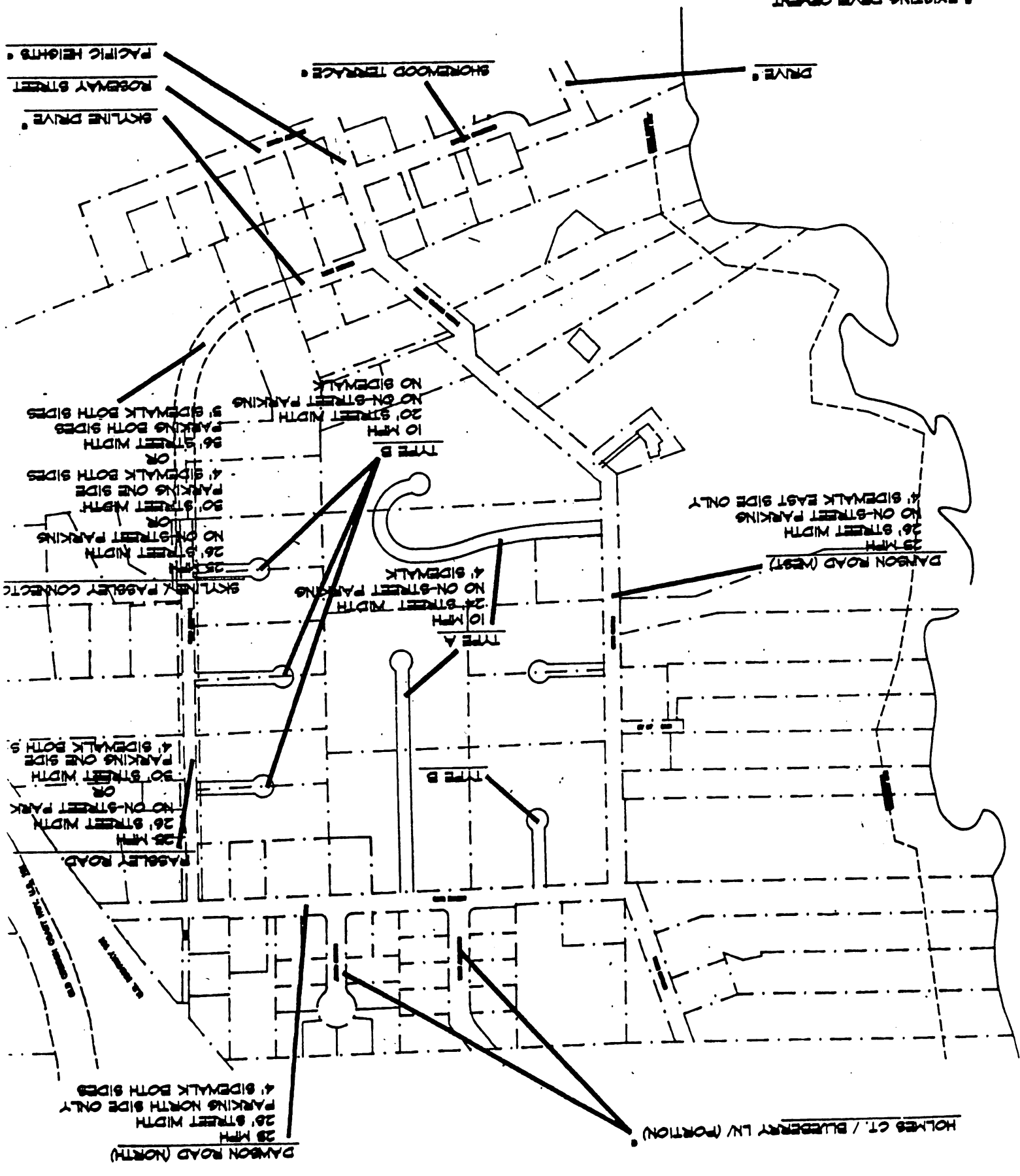
Item 1 attached- a proposed circulation plan map that shows possible new streets as well as existing streets.

Item 2 attached-right-of-way and roadway width

Item 3 attached-turn-around options.

MAP 172,020 - 1
 DAWSON TRAIL NEIGHBORHOOD CIRCULATION PLAN MAP

EXISTING DEVELOPMENT



PACIFIC HEIGHTS
 ROSEWAY STREET
 SKYLINE DRIVE

NO ON-STREET PARKING
 NO SIDEWALK
 20' STREET WIDTH
 10 MPH
 TYPE B
 26' STREET WIDTH
 4' SIDEWALK BOTH SIDES
 OR
 20' STREET WIDTH
 4' SIDEWALK ONE SIDE
 26' STREET WIDTH
 NO ON-STREET PARKING
 SKYLINE & PASSELY CONNECT

NO ON-STREET PARKING
 NO SIDEWALK
 20' STREET WIDTH
 10 MPH
 TYPE A
 26' STREET WIDTH
 4' SIDEWALK
 20' STREET WIDTH
 4' SIDEWALK ONE SIDE
 OR
 26' STREET WIDTH
 NO ON-STREET PARKING
 PASSELY ROAD

26' STREET WIDTH
 4' SIDEWALK EAST SIDE ONLY
 NO ON-STREET PARKING
 DANSON ROAD (WEST)

26' STREET WIDTH
 4' SIDEWALK BOTH SIDES
 20' STREET WIDTH
 PARKING NORTH SIDE ONLY
 DANSON ROAD (NORTH)

HOLMES CT. / BLUEBERRY LV. (PORTION)

DRIVE

SHOREWOOD TERRACE

TABLE 172.020-2
Dawson Tract Right-of-Way And Roadway Width

<u>Street Name Or Type</u>	<u>Estimated ADT±</u>	<u>Min/Max Right of Way Width (FT)</u>	<u>Min/Max Roadway (curbface to curbface) Width (Ft)</u>	<u>Minimum Sidewalk Width (FT)</u>	<u>Curbs Square Curb (SC) Rolled Curb (RC) Gutter (GT) Gravel Shldr (GS)</u>
Dawson Rd. (North●)	1400	50	28*	4-Both sides Park on north	SC/GT
Dawson Rd. (West●)	800	50	26**	4 - East Side	SC/GT
Pacific Heights●●		50	36	5 - Both side	SC/GT
Shorewood Terrace●●		50	36	5 - One Side	SC/GT
Skyline Dr.●●		50	36	5 - Both sides	SC/GT
Ridgeway St.●●		50	36	5 - Both sides	SC/GT
Passley R.	800	50	26**/30*	4 - Both sides	SC/GT
Skyline/Passley Connector	800	50	26**/30*/36	5 - Both sides	SC/GT
Holmes/Blueberry Loop (Future)					
Type A (cul-de-sac) 50 Lot maximum 750 Ft. maximum length	400	45	24**/30*	4 - One side	RC
Type B (cul-de-sac) 12 Lot maximum 400 Ft. maximum length	100	45	20**/30*	4 - One side	RC
Cul-de-sac radius or hammerhead dimensions	See Map 172.020-3	See Map 172.020-3	N/A		
Private (private drive) 6 Lot maximum	60	20***	N/A		GS

● Existing, improved one side only.

●● Existing improved both sides.

* Parking one side only. Lots serviced by no-parking side shall provide 6 off-street parking spaces in parking bays or on each lot. Add 1500 square feet to minimum lot size. (See parking sketch 172.020-3)

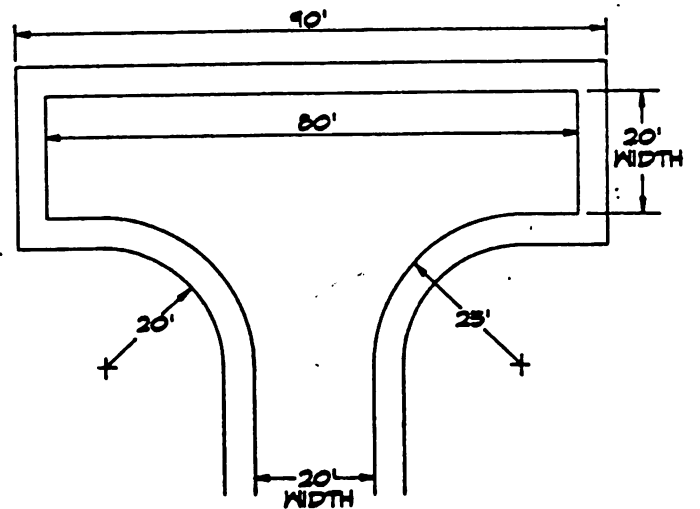
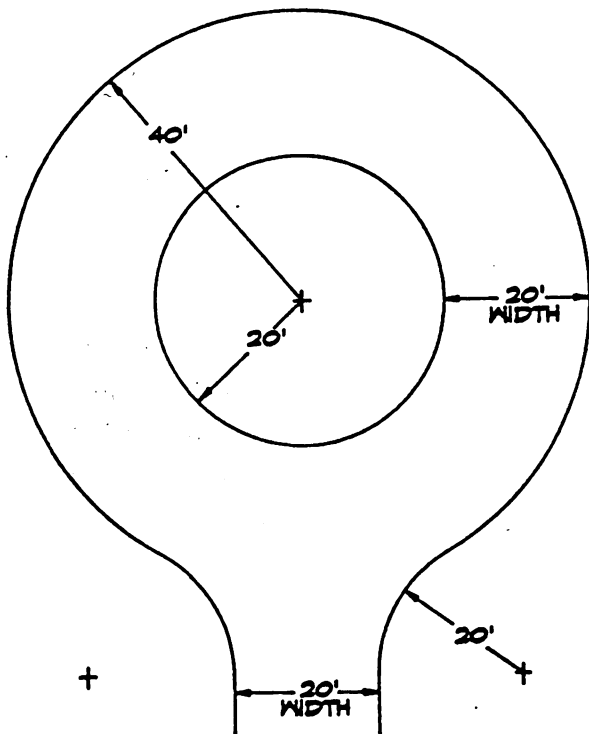
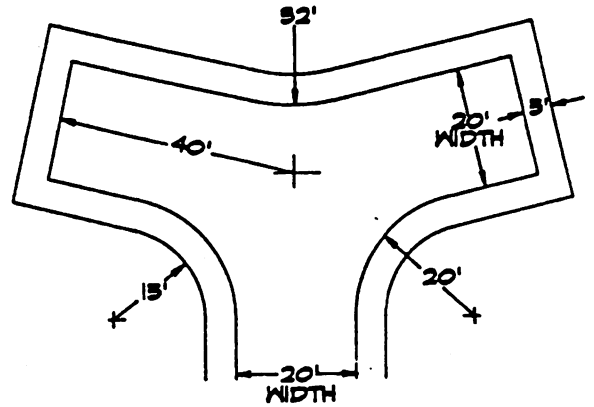
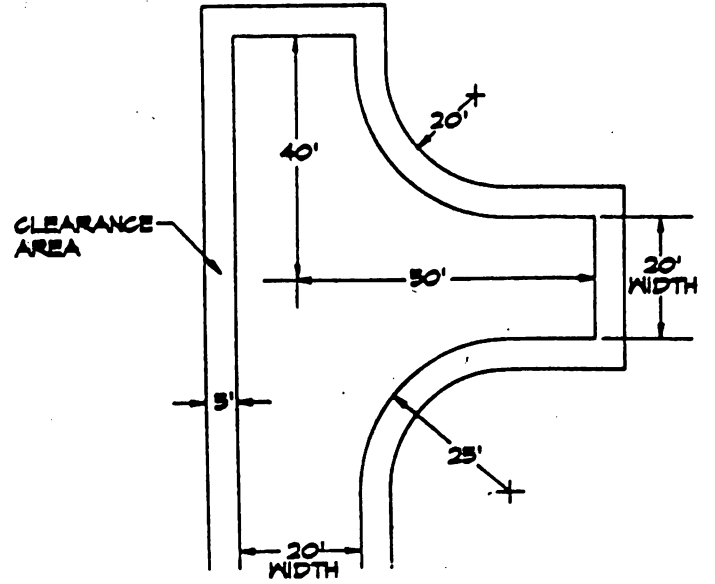
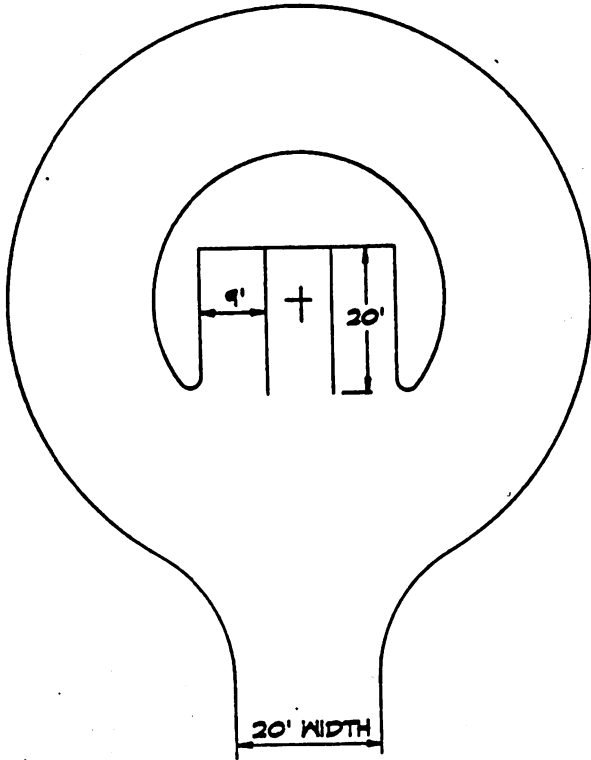
** No on-street parking. All lots serviced by no parking streets shall provide 6 off-street parking spaces in parking bays or on each lot. Add 1500 square feet to minimum lot size. (See parking sketch 172.020-4)

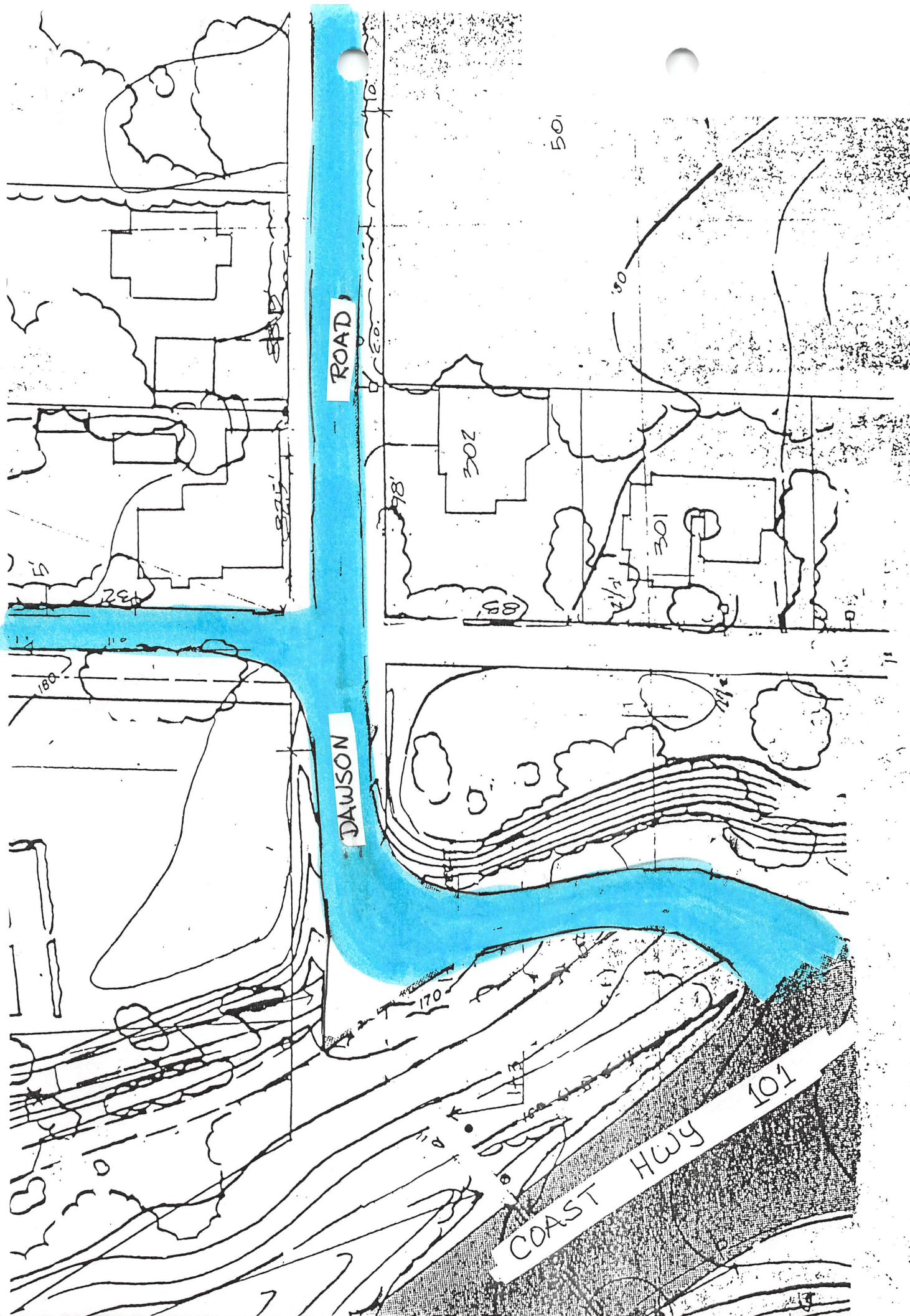
*** For properties landlocked, or impacted by steep slopes, geological or soil hazard, or unusual parent parcel dimensions. No on street parking permitted. Lots serviced by Drives shall provide six (6) off street parking spaces in parking bays or on each lot. Add 1500 square feet to minimum lot size. (See parking sketch 172.020-3).

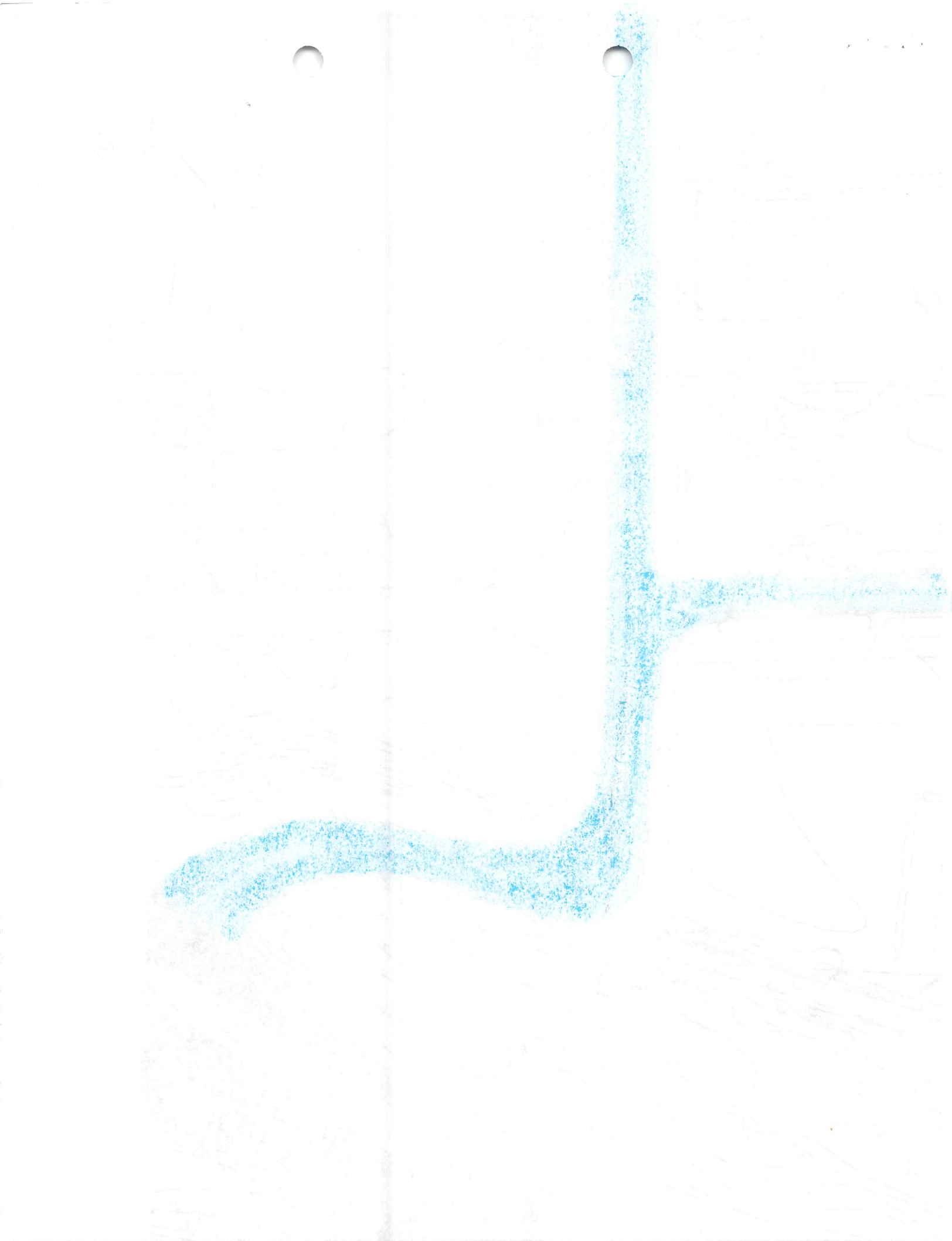
+ ADT = Average Daily Traffic, (for mixed family/retirement area, computed at 8 ADT per dwelling unit).

MAP 172-020-B

DAWSON TRACT NEIGHBORHOOD CIRCULATION PLAN
TURNAROUND OPTIONS FOR TYPE A AND TYPE B CUL-DE-SACS







Memo

To: Mayor and City Council
From: Leo Lightle, Community Development Director
Date: 1/25/2002
Re: Local Street Level of Service Summary

There are five (5) pages attached to this memo out of the City of Brookings Transportation Plan that have to do with an evaluation of level of service for streets and intersections of streets with Coast Hwy 101. Note these are for peak hours, not average.

Item A attached: Level of service criteria for signalized intersections

Item B attached: Existing local street level of service-note Dawson Road level of service (LOS) "A."

Item C attached: Year 2017 local street level service summary-note: Dawson Road level of service (LOS) "A".

Item D attached: Existing unsignalized intersection level of service-note: existing level of service Dawson-Hwy 101 intersection a.m. "C", p.m. "E".

Item E attached: Year 2017 unsignalized intersection level of service-note: year 2017 level of service Dawson-Hwy 101 a.m. "F", p.m. "F"; also note several intersections in town will be at level "F".

TABLE 4-3
LEVEL OF SERVICE CRITERIA FOR SIGNALIZED INTERSECTIONS

Level of Service	Average Delay (seconds per vehicle)	Expected Delay
A	≤ 10.0	Little or no delay
B	$> 10.0 \leq 20.0$	Short delays
C	$> 20.0 \leq 35.0$	Average delays
D	$> 35.0 \leq 55.0$	Long delays
E	$> 55.0 \leq 80.0$	Very long delays
F	> 80.0	Failure - extreme congestion

Although the 1997 *Highway Capacity Manual* has a specific methodology for urban and suburban principal arterials, this methodology was not used because of its limitation to analyzing segments between signalized intersections with speeds greater than 25 mph. In the Brookings urban growth boundary, there are five traffic signals. The 1997 HCM methodology is not calibrated for principal arterials with speeds at 25 mph with signals spaced greater than one quarter mile apart. Therefore, an alternative methodology still consistent with the HCM and the previously conducted South Coast Transportation Plan, was utilized. Level of service at the roadway mid-blocks was calculated based on correlating the volume to capacity ratio (V/C) to LOS values. Table 4-4 summarizes the volume-to-capacity ratio ranges that have been developed for determining planning level roadway mid-block LOS on urban and rural roadways.

In the 1999 OHP, minimum highway mobility standards have been defined by maximum volume to capacity (v/c) ratio thresholds by facility type. The OHP defines a volume to capacity ratio as the peak hour traffic volume (vehicles per hour) on a highway section divided by the maximum volume that highway section can handle. For the areas within the Brookings urban growth boundary, US 101 has two v/c ratio standards. The first standard is for posted speeds less than 45 mph. The maximum v/c ratio for the peak hour operating conditions is 0.75 for statewide highways such as US 101. The second standard is for posted speeds equal or greater than 45 mph. The maximum v/c ratio for the peak hour operating conditions is 0.70.

TABLE 4-4
LOS CRITERIA FOR ROADWAY MID-BLOCKS

LOS	Description	Volume/Capacity (V/C) Ratio
A	less than or equal to	0.60
B	less than or equal to	0.70
C	less than or equal to	0.80
D	less than or equal to	0.90
E	less than or equal to	1.00
F	greater than	1.00

TABLE 4-8
EXISTING LOCAL STREET LEVEL OF SERVICE SUMMARY

Roadway	Section	AADT	Capacity	V/C Ratio	LOS
5th Street	North of Easy Street	2,200	6,000	0.37	A
	South of Easy Street	3,800	6,000	0.63	B
Alder Street	South of US 101-Chetco Avenue	3,400	6,000	0.57	A
Arnold Way	South of US 101-Chetco Avenue	1,600	6,000	0.27	A
Benham Lane	East of US 101	600	6,000	0.10	A
Dawson Road	West of US 101	1,000	5,000	0.40	A
Fern Avenue	North of US 101-Chetco Avenue	1,100	6,000	0.18	A
Hoffeldt Lane	East of US 101	1,800	6,000	0.30	A
	West of US 101	2,800	6,000	0.47	A
Mill Beach Road	West of US 101-Chetco Avenue	1,600	6,000	0.27	A
Pacific Avenue	East of Pioneer Road	2,400	6,000	0.40	A
	North of US 101-Chetco Avenue	900	6,000	0.15	A
Parkview Drive	East of US 101-Chetco Avenue	1,500	6,000	0.25	A
Pedrioli Drive	West of US 101	1,600	5,000	0.32	A
Pelican Bay Drive	East of US 101	200	500	0.40	A
Pioneer Road	South of Hasset Street	1,900	6,000	0.32	A
Ransom Avenue	East of US 101-Chetco Avenue	1,100	6,000	0.18	A
	West of Pioneer Road	1,200	6,000	0.20	A
Raymond Lane	East of US 101	200	500	0.40	A
Redwood Street	East of Fern Avenue	700	6,000	0.12	A
Wharf Street	South of US 101-Chetco Avenue	2,000	6,000	0.33	A

TRANSPORTATION DEMAND MANAGEMENT MEASURES

Transportation Demand Management (TDM) measures consists of efforts taken to reduce the demand on an area's transportation system. TDM measures include such things as alternative work schedules, carpooling, and telecommuting.

Alternative Work Schedules

One way to maximize the use of the existing transportation system is to spread peak traffic demand over several hours instead of a single hour. Statistics from the 1990 census show the spread of departure to work times over a 24-hour period (see Table 4-9). The census indicates that the hour between 8:00 and 9:00 AM is the peak travel hour for employees leaving for work, with 26 percent of total employees departing in that period. A further 25 percent depart between 7:00 and 8:00 AM. Therefore, over half of the Brookings work force leaves for work in a two-hour period. An additional 14 percent leave in the hour following the peak hour.

Assuming an average nine-hour workday, the corresponding afternoon peak can be determined for work trips. Using this methodology, the peak work travel hour would occur between 4:00 and 5:00 PM, which corresponds with the peak hour of activity measured for traffic volumes.

TABLE 5-18

2017 LOCAL STREET LEVEL OF SERVICE SUMMARY

Roadway	Section	AADT	Capacity	V/C Ratio	LOS
5th Street	North of Easy Street	2,500	6,000	0.42	A
	South of Easy Street	4,300	6,000	0.72	C
Alder Street	South of US 101-Chetco Avenue	4,600	6,000	0.77	C
Arnold Way	South of US 101-Chetco Avenue	1,600	6,000	0.27	A
Benham Lane	East of US 101	9,900	6,000	1.65	F
Dawson Road	West of US 101	2,200	5,000	0.44	A
Fern Avenue	North of US 101-Chetco Avenue	1,100	6,000	0.18	A
Hoffeldt Lane	East of US 101	1,800	6,000	0.30	A
	West of US 101	2,800	6,000	0.47	A
Mill Beach Road	West of US 101-Chetco Avenue	1,600	6,000	0.27	A
Pacific Avenue	East of Pioneer Road	2,800	6,000	0.47	A
	North of US 101-Chetco Avenue	900	6,000	0.15	A
Parkview Drive	East of US 101-Chetco Avenue	1,500	6,000	0.25	A
Pedrioli Drive	West of US 101	1,600	5,000	0.32	A
Pelican Bay Drive	East of US 101	200	500	0.40	A
Pioneer Road	South of Hasset Street	1,900	6,000	0.32	A
Ransom Avenue	East of US 101-Chetco Avenue	1,500	6,000	0.25	A
	West of Pioneer Road	1,400	6,000	0.23	A
Raymond Lane	East of US 101	200	500	0.40	A
Redwood Street	East of Fern Avenue	700	6,000	0.12	A
Wharf Street	South of US 101-Chetco Avenue	2,200	6,000	0.37	A

2017 DEFICIENCIES

Future Level of Service Standard

To define the future deficiencies of the study area transportation system, a level of service standard for roadway and intersection level of service must be adopted. The level of service standard defines the minimum acceptable facility performance and will be the threshold determining the need for improvements. If a roadway or intersection functions below the adopted standard, then improvements to mitigate the level of service to the standard or better need to be defined and implemented.

Different levels of service standards can be adopted for different type of facilities. For example, a jurisdiction can set a different level of service standard for roadway sections, signalized intersections, and unsignalized intersections.

It may be desirable to set a lower level of service standard for unsignalized intersections since there are limited cost effective solutions for improving an unsignalized intersection short of signalization. Separate turn lane channelization at the side street approaches of an unsignalized intersections is one of the limited cost effective improvements that can be made; however, this improvement will not improve the side street left turn performance which is usually the problem at unsignalized intersections. Also, an unsignalized intersection is unlikely to meet Manual of Uniform Traffic Control Devices (MUTCD) signal warrants unless the level of service is in the LOS E-F range.

Existing Level of Service

Based on current AM peak hour, PM peak hour, and daily traffic volumes, level of service was calculated for the study area intersections and roadway mid-blocks. The results of the unsignalized and signalized intersection level of service analysis are summarized in Tables 4-5 and 4-6, respectively. The results of the roadway mid-block level of service for arterial/collectors and local streets are summarized in Tables 4-7 and 4-8, respectively.

TABLE 4-5
EXISTING UNSIGNALIZED INTERSECTION LEVELS OF SERVICE

Unsignalized Intersection	AM Peak Hour			PM Peak Hour		
	LOS	Average Delay	V/C Ratio	LOS	Average Delay	V/C Ratio
US 101/Carpenterville Rd/Dawson Rd						
Northbound Left Turn	A	7.7	0.01	A	7.7	0.05
Southbound Left Turn	A	7.7	0.02	A	8.2	0.02
Eastbound Approach	B	10.0	0.06	B	11.1	0.09
Westbound Approach	C	15.8	0.30	E	39.0	0.70
US 101-Chetco Avenue/Arnold Lane						
Northbound Left Turn	A	8.2	0.01	A	8.9	0.04
Eastbound Approach	B	11.0	0.07	C	18.4	0.20
US 101-Chetco Avenue/Mill Beach Road						
Northbound Left Turn	A	8.5	0.03	A	8.9	0.04
Eastbound Approach	B	13.0	0.05	B	14.1	0.17
US 101-Chetco Avenue/Pacific Avenue						
Northbound Left	A	8.7	0.03	B	10.0	0.04
Southbound Left	A	8.5	0.03	A	9.8	0.04
Eastbound Approach	C	18.6	0.11	E	38.1	0.29
Westbound Approach	B	13.2	0.13	C	23.7	0.26
US 101-Chetco Avenue/Fern Avenue						
Northbound Left	A	8.4	0.01	A	9.6	0.02
Southbound Left	A	8.6	0.03	B	10.2	0.07
Eastbound Approach	C	15.0	0.07	C	20.2	0.11
Westbound Approach	C	20.6	0.11	F	52.6	0.31
US 101-Chetco Avenue/Alder Street						
Northbound Left Turn	A	9.4	0.12	B	11.7	0.24
Eastbound Approach	B	12.6	0.20	C	18.3	0.37
US 101-Chetco Av/Constitution Way						
Southbound Left Turn	A	9.6	0.08	B	11.2	0.11
Westbound Right Turn	B	11.1	0.04	B	12.7	0.06
Westbound Left Turn	F	91.9	0.81	F	> 100.0	1.07

TABLE 5-15
2017 UNSIGNALIZED INTERSECTION LEVELS OF SERVICE

Unsignalized Intersection	AM Peak Hour			PM Peak Hour		
	LOS	Average Delay	V/C Ratio	LOS	Average Delay	V/C Ratio
US 101/Carpenterville Rd/Dawson Rd						
Northbound Left Turn	A	9.1	0.04	B	11.4	0.19
Southbound Left Turn	A	9.1	0.03	B	12.2	0.09
Eastbound Approach	D	33.3	0.49	F	>100.0	>1.2
Westbound Approach	F	>100.0	>1.2	F	>100.0	>1.2
US 101-Chetco Avenue/Arnold Lane						
Northbound Left Turn	B	10.1	0.02	B	12.8	0.08
Eastbound Approach	C	18.6	0.14	F	>100.0	1.07
US 101-Chetco Avenue/Mill Beach Road						
Northbound Left Turn	B	10.5	0.05	B	12.6	0.07
Eastbound Approach	D	26.8	0.12	F	67.7	0.62
US 101-Chetco Avenue/Pacific Avenue						
Northbound Left	B	11.0	0.10	C	16.6	0.16
Southbound Left	B	10.3	0.04	B	14.4	0.07
Eastbound Approach	F	>100.0	1.08	F	>100.0	>1.2
Westbound Approach	E	36.4	0.37	F	>100.0	>1.2
US 101-Chetco Avenue/Fern Avenue						
Northbound Left	B	10.0	0.02	B	14.8	0.04
Southbound Left	B	10.8	0.04	C	15.7	0.13
Eastbound Approach	E	44.5	0.23	F	>100.0	>1.2
Westbound Approach	F	94.6	0.42	F	>100.0	>1.2
US 101-Chetco Avenue/Alder Street						
Northbound Left Turn	B	12.8	0.26	E	39.2	0.68
Eastbound Approach	E	43.3	0.63	F	>100.0	>1.2
US 101-Chetco Av/Constitution Way						
Southbound Left Turn	B	14.9	0.22	C	22.9	0.38
Westbound Right Turn	C	17.1	0.19	C	22.7	0.25
Westbound Left Turn	F	>100.0	>1.2	F	>100.0	>1.2

Item E - this memo.



Staff Report

To: Mayor Hagbom & City Councilors
CC: Planning Commissioners
Parks & Recreation Commissioners
Department Heads
From: Leroy Blodgett, City Manager
Date: December 10, 2001
Re: 2001-2002 Council Goals

Each year City Council sets goals for the fiscal year (July 1 – June 30). The goals are used in preparation of the annual budget and as a guideline for staff. The following is report on the progress of the 2001-2002 goals. As you can see, though not complete, after six months there has been significant progress made towards achieving the goals.

COMMUNITY CENTER

- Begin planning for a new community center

The Swim All Year (SAY) Committee has been exploring the possibility of a covered pool that could be used all year. After much discussion and consideration, they have determined that the existing pool is not worth covering. There would be too much rehab work required to the existing pool and the parking would be inadequate. Therefore, the committee decided to consider a new site and incorporate the covered pool with an activity or community center. An architect will prepare a conceptual plan for the project. This will combine two of the Council goals.

DEFERRED IMPROVEMENT AGREEMENTS (DIA's)

- Enforce existing DIA's
- Limit issuance of DIA's to only those absolutely necessary
- Establish sidewalk installation & replacement plan

This goal has caused some confusion as to when a DIA should be issued. The Planning Commission and City Council will have another work session after the first of the year to continue discussion on the issue of when a DIA should or should not be issued. There has not been any progress on the sidewalk installation and replacement plan.

DOWNTOWN REVITALIZATION

- Identify funding sources for the couplet
- Update the Urban Renewal Plan & create an Urban Renewal District
- Expand Downtown Parking
- Prepare a master plan for the downtown area

The South Western Area Commission on Transportation (SWACT) has rated the couplet project the number one priority in the Coos Curry Douglas region for HB2142 funds. The first phase will cost approximately \$5,000,000 and could begin construction in 2003.

The City has purchased property in the downtown area for a new parking lot. We hope to have the lot usable this summer. The City received a grant for \$30,000 from the State Regional Investments Board for the construction.

In addition to \$20,000 budgeted by the City, we received a grant for \$20,000 from the State Regional Investment Board and \$30,000 from the US Forest Service to fund a master plan and update of the Urban Renewal Plan for the downtown area. The Downtown Development Committee has received proposals from 8 consultants to develop the master plan and update the Urban Renewal Plan. The committee will interview 4 of the consultants on January 5th and expect work to begin soon after, with a completion date of no later than November 15, 2002.

ECONOMIC DEVELOPMENT

- Support the creation of an Economic Development Corporation

In partnership with all the cities, ports and the County we have formed the Curry County Economic Development Alliance Corporation (CEDAC). CEDAC is currently recruiting for an Executive Director. The start up of the corporation is funded with a grant for \$100,000.

FIRE DEPARTMENT

1. Identify site funding for a fire hall and/or city hall
2. Continue to fund reserves for new truck

We have an engineer working on a site plan to determine if the current site of City Hall is large enough to build a new facility.

We have solicited bids for a new truck and should be prepared to award a contract for a new fire engine at the January 14, 2002 City Council meeting.

FINANCE DEPARTMENT

- Utility payments via credit card

With the recent changes in management of the Finance Department this goal has not progressed. A new Finance Director is scheduled to begin employment on January 3rd and we will have him work on this project.

PARKS

- Complete the skate park at Bud Cross Park
- Prepare a master plan for all parks & recreation
- Increase Azalea Park parking

The skate park is nearly completed. There is a little more concrete work needed and landscape work around the area to complete the project. We hope to have an official ribbon cutting in early February.

This year we budgeted \$50,000 for a parks and recreations master plan. We have a proposal from the University of Oregon to develop the plan for approximately \$20,000. The proposal will be presented to the Parks & Recreation Commission in January.

The public works crew has started clearing an area between the band shell and ball fields for additional parking. We hope to have the project completed this summer.

PUBLIC WORKS SHOP

- Complete the design and begin construction of the new public works shop

The site plan for the new shop is complete and fencing around the site has been installed. Design of the actual building is not complete. We continue to put money in a reserve fund for the construction of the building and we have listed it in our needs and issues for potential grant funds.

SWIMMING POOL

- Study funding of operations of a covered pool

This work is being done in conjunction with the “Community Center” goal.

WATER

- Implement the “Water Management Plan
- Apply for funding to raise Ferry Creek Reservoir dam & put on line

The Water Management Plan is complete and is now the guideline for future water projects. Projects in the plan are listed on the Needs & Issues and we hope to begin discussion this spring with state and federal agencies about potential funding.