

City of Brookings

MEETING AGENDA

CITY COUNCIL

Monday, July 9, 2018, 7:00pm

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

CITY COUNCIL

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Appointments

1. Reappointment of Skip Watwood to TPAC Committee [Pg. 3]

E. Oral Requests and Communications from the audience

1. Public Comments on non-agenda items – 5 minute limit per person.*

F. Staff Reports

1. Waive Picnic Table Use Fees for the Festival of the Art in Stout Park[Parks, Pg. 6]
 - a. PBAA Request [Pg. 7]
2. Elmo Williams Day Event Evaluation [City Recorder, Pg. 8]
 - a. Event Evaluation [Pg. 9]
 - b. Copy of Thank You card [Pg. 10]
 - c. Copy of \$100 Reimbursement [Pg. 12]
3. Azalea Park Ball Field Lights [Parks, Pg. 13]
 - a. Musco Quote [Pg. 14]
 - b. Musco SkyGlo Impact Analysis [Pg. 16]
4. Salmon Run Occasion Hall [Parks, Pg. 19]
 - a. Salmon Run Benefits Analysis [Pg. 21]
 - b. Building Quotes [Pg. 23]
 - c. SCDC Business Proposal [Pg. 27]
5. McDonald's Storm Drain Replacement Agreement (815 Chetco Ave) [Pg. 33]
 - a. Storm Drain Replacement Agreement [Pg. 34]

G. Consent Calendar

1. Approve Council minutes for June 25, 2018 [Pg. 36]
2. Approve Compass Rose Liquor License [Pg. 40]

H. Informational Non-Action Items

1. June Vouchers [Pg. 42]
2. Committee Vacancies [Pg. 45]

I. Remarks from Mayor and Councilors

J. Adjournment

*Obtain Public Comment Forms and view the agenda and packet information on-line at www.brookings.or.us, at City Hall and at the local library. Return completed Public

Comment Forms to the City Recorder before the start of meeting or during regular business hours.

All public meetings are held in accessible locations. Auxiliary aids will be provided upon request with at least 14 days advance notification. Please contact 469-1102 if you have any questions regarding this notice.



Revid
JUN 26 2018
JD

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 COMMISSION OR COMMITTEE

PART I Contact Information:

Applicant Name: George B. Watwood III
Physical Address: 9750 Dodge Ave Brookings OR 97415
Mailing Address: P.O. Box 6067
Email Address: SkipWatwood@gmail.com Phone: 541-661-1504

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 years |
| <input type="checkbox"/> Budget Committee | 5 Electors | 3 years |
| <input type="checkbox"/> Parks and Recreation Commission | 4 Residents, 1 UGB | 2 years |
| <input checked="" type="checkbox"/> Tourism Promotion Advisory Committee (TPAC) (iii) | 4 Residents, 3 Curry Co. | 3 years |
| <input type="checkbox"/> Other (please specify): _____ | | |
2. City residents: How long have you lived in the City of Brookings? _____ years _____ months
Planning & Budget Applicants Only: Are you a City elector (registered voter)? Yes No
3. UGB residents: How long have you lived in the UGB? 19 years _____ months
4. What is your current occupation? Realtor

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 Office).
 - UGB members must reside within the Brookings Urban Growth Boundary (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 (3) Curry Co. members must own property, own a business or be employed in the City.

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, 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.

George B. Watwood III

Applicant (print name)

Applicant's Signature

6-19-2018

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 (OGEC). You may view a sample form at [http://www.oregon.gov/ogec/docs/sei/sei-11 form sample only for website.pdf](http://www.oregon.gov/ogec/docs/sei/sei-11_form_sample_only_for_website.pdf). Official forms provided by OGEC.

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

Commission and Committee contact information:

- Planning Commission: 541-469-1103 - lziemer@brookings.or.us
- Budget Committee: 541-469-1123 - jhoward@brookings.or.us
- Parks and Recreation Commission: 541-469-1103 - lziemer@brookings.or.us
- Tourism Promotion Advisory Committee: 541-469-1102 – tdavis@brookings.or.us

CITY OF BROOKINGS
COUNCIL AGENDA REPORT

Meeting Date: July 9, 2018

Originating Dept: Parks




Parks & Planning Manager


City Manager Approval

Subject: Waive Picnic Table Use Fees for the Festival of Art in Stout Park.

Motion: to waive picnic table use fees for the Pelican Bay Arts Association sponsored Festival of Art in Stout Park

Financial Impact: \$400 is the current fee for the use of the picnic tables for a non-profit group with 600 people attending the event

Reviewed by Finance & Human Resources Director: 

Background Information: For the past five years the Pelican Arts Association (PBAA) has hosted the Festival of Art in Stout Park. The two day event is held on a weekend in August and has been a huge success, drawing many locals and visitors to the event. The festival highlights original art and handcrafted items, activities for children, craft and food vendors, and live music. The City has waived the picnic table rental fees in the past for this event and PBAA is again requesting fee waiver for this year's event.

Attachments:

- a. PBAA request



Pelican Bay Arts Association • 433 OAK ST., PO BOX 2568, BROOKINGS, OR 97415 • 541 469-1807 • pbaart@frontier.com

June 7, 2018

City of Brookings
898 Elk Drive
Brookings, OR 97415

Re: Waiver Request

Pelican Bay Arts Association respectfully requests a waiver for fees charged for a dumpster, picnic tables, and trash cans for the Festival of Art in Stout Park event August 3, 4, and 5, 2018.

Thank you,

Cilde Grover
Festival of Art in Stout Park Committee

CITY OF BROOKINGS
COUNCIL AGENDA REPORT

Meeting Date: July 9, 2018



Signature (submitted by)

Originating Dept: City Recorder



City Manager Approval

Subject:
Elmo Williams Day Event Evaluation

Recommended Motion:
Motion to accept the Elmo Williams Day Event Evaluation report.

Financial Impact:
Funding was already allocated for this project.

Background/Discussion:
At the February 26, 2018 City Council meeting, Council authorized a grant to the Elmo Williams Day event organizers in the amount of \$1,000 in Transient Occupancy Tax (TOT) funding for event promotional items.

The event organizers have provided an event evaluation report to the Tourism Promotion Advisory Committee.

The organizers estimate that approximately 90 people attended the event. They estimate 10 of those participants were from outside the area. The organizers show expenditures of \$900 with no revenue due to it being a free event. The organizers reimbursed the City for \$100.

- Attachment(s):
- a. Event Evaluation
 - b. Copy of Thank You card
 - c. Copy of \$100 reimbursement



City of Brookings

898 Elk Drive, Brookings, OR 97415

(541) 469-1102 Fax (541) 469-3650

Event Evaluation Form

Please complete and return to the City Manager's Office within three (3) months of event, failure to do so may eliminate your organization from future consideration for funding.

Event: THE ELMO WILLIAMS DAY Completion Date: 4-29-18

Contact Person: CAROLYN MILLIMAN

Amount Awarded \$ 1,000

1. How was the funding used? ADVERTIZING, CERTIFICATE OF LIABILITY, INCIDENTALS, AND \$100 RETURNED TO THE CITY

2. Please provide a budget report that includes event expenses and revenue. Include In-Kind services. Use the form below or attach your own. Detailed receipts are not required.

Revenue Collected	Amount
<u>NO INCOME - EVENT WAS FREE</u>	<u>\$ 0</u>
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total	<u>\$ 0</u>

Expenses Paid	Amount
<u>ADVERTIZING AND PRINTING</u>	<u>\$ 470.53</u>
<u>INCIDENTALS</u>	<u>\$ 325.00</u>
<u>CERTIFICATE OF LIABILITY</u>	<u>\$ 104.47</u>
<u>MONEY RETURNED TO THE CITY OF BROOKINGS</u>	<u>\$ 100.00</u>
	\$
	\$
Total	<u>\$ 1,000</u>

3. Estimate how many people attended the event: 90

4. Estimate how many people attended from outside Curry County: 10
 To estimate attendance have a sign in sheet or event surveys so that you may determine where people have traveled from and so you have a contact sheet for your next event.

Signed: Carolyn Milliman Date: June 4, 2018

Organization: THE ELMO WILLIAMS DAY

If more room is needed for any information please attach a second sheet

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The Elmo Williams Day
Committee

Gary + Carolyn
Milliman

Jim Atterson

~~Jeff Ford~~

Jessie Wolf

Arthur

W

Please
Give these
pins to the
Tourism Committee

Narlyn
Hart

Patricia Anne

May 23, 2018

To The City of Brookings
and Tourism Advisory
Board,

Thank you for the \$1000
for the Elmo Williams Day.
You helped to make it a great
Success. Please accept the check of \$100
that was remained after expenses.

GARY MILLIMAN
CAROLYN MILLIMAN
1090 PARKVIEW DR 541-412-7479
BROOKINGS, OR 97415

2563

96-505/1232
50326

May 30, 2018
Date

FRAUDARMOR⁺

Pay to the
Order of

City of Brookings

\$100.

00

One-Hundred and no/100

Dollars

Photo
Safe
Deposit
Details on L



UMPQUA 1-866-4UMPQUA
BANK (1-866-486-7782)

For

Our thanks for \$1,000
Elmo Williams Day

Carolyn Milliman

2563



Harland Clarke

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: July 9, 2018

Originating Dept: Parks



Signature (submitted by)

City Manager Approval

Subject: Azalea Park Ball Field Lights

Recommended Motion: Authorize the City Manager to execute a purchase agreement with Musco Lighting for ball field lighting at Azalea Park.

Financial Impact:

The Musco Lighting proposal (attached) of \$381,143 includes precast bases, 60ft poles, LED fixtures and all control systems. The purchase will be made through the Oregon State purchasing program Sourcewell, formerly National Joint Powers Alliance (NJPA) of which the City is a current member of. City will contract to have the bases set. Coos Curry Electric Cooperative has agreed to donate crew time and equipment to assemble and place the poles on the precast concrete bases. Parks staff is currently installing underground electrical conduit to the pole locations. City will contract with an electrician to pull wire and connect the new lights to existing electrical infrastructure placed during phase one of the project.

Reviewed by Finance & Human Resources Director: 

Background/Discussion:

Ball field lighting is part of the Azalea Park Ball Field Reconfiguration – Phase Three project. Phase three is estimated at \$842,000 of which \$490,000 is portioned for ball field lights. Staff successfully obtained an Oregon Parks and Recreation Department (OPRD) Local Government Grant that requires a 40% match (\$336,800) funded from the Capital Projects Reserve Fund in fiscal year 2018-19.

The lighting system proposed by Musco is a TLC- LED system with the majority of the light in a downward position. The Musco TLC-LED lighting system meets all requirements to be International Dark Sky Association (IDA) compliant. Once installed staff anticipates the use of the lights will range from 8pm to 11pm in late Spring, Summer and early Fall months.

Attachment(s):

- a. Musco Quote
- b. Musco SkyGlo Impact Analysis



Azalea Ball Fields
Brookings, Oregon
Date: June 28th, 2018
To: Tony Baron

Sourcewell (Formerly NJPA)

Master Project: 170558, Contract Number: 082114-msl, Expiration: 09/16/2019

Category: Facility & MRO, Sub-Category: Athletic Field / Court and Parking Lot Lighting Systems

Quotation Price

\$381,143.00

Musco's Light Structure Green™ as described below and delivered to the job site and installed

Equipment Description

Light-Structure Green™ System delivered to your site in Five Easy Pieces™

- 15 - Pre-cast concrete foundations
- 15 - 60' Galvanized steel poles
- UL Listed remote electrical component enclosures
- Pole length wire harness
- 60 - Factory-aimed and assembled TLC – LED 1150 luminaires
- 10 - Factory-aimed and assembled TLC – LED BT 575 luminaire
- 2 - Control Cabinets, with wireless operating control (2 - site services)

Also includes:

- Energy savings of more than 60% over a standard lighting system
- 50% less spill and glare light than Musco's prior industry leading technology
- Musco Constant 25 warranty and maintenance program that eliminates your maintenance costs for 25 years, including labor and materials
- Guaranteed constant foot-candles for 25 years, per IESNA RP-06-15
- Lighting Contactors sized for voltage and phase at the site and our Control & Monitoring System for flexible control and solid management of your lighting system

Pricing furnished is effective for 60 days unless otherwise noted and is considered confidential. Payment Terms to be determined between Musco Credit department and purchasing entity

Email or fax a copy of the Purchase Order to Musco Sports Lighting, LLC:

Musco Sports Lighting, LLC
Attn: Ryan Tighe
Fax: 800-374-6402
Email: musco.contracts@musco.com

All purchase orders should note the following:

Sourcewell (Formerly NJPA) purchase – Contract Number: 082114-MSL

Delivery to the job site from the time of order, submittal approval, and confirmation of order details including voltage and phase, pole locations is approximately 6 weeks. Due to the built-in custom light control per luminaire, pole locations need to be confirmed prior to production. Changes to pole locations after the product is sent to production could result in additional charges.

Notes

Quote is based on:

- Shipment of entire project together to one location

- Field sizes – 2 - Softball (300' x 300' x 300'), 1 - Soccer (320' x 180')
- Structural code and wind speed = 2012 IBC, 120 MPH, EXP C.
- Confirmation of pole locations prior to production

Thank you for considering Musco for your sports-lighting needs. Please contact me with any questions.

Tim Butz
Musco Sports Lighting, LLC
Phone: 503-720-6625
E-mail: tim.butz@musco.com
Fax: 800-374-6402



Tony,

In response to your conversation with Brett Newman regarding the lighting of the softball fields at Azalea Park. Specifically the Musco TLC – LED sports lighting system and our ball tracking luminaires (uplights).

The environmental impact from sky glow has always been an issue with sports lighting and until recently not easily controlled. Perception of the light along the horizon and up towards the dark sky is key when looking at sky glow and how it affects the environment. Sky glow units are used to measure the perceived effects of artificial light when looking across the horizon or up towards the night sky. Sky glow units are perceived at 100 times the lumen output when directed at towards the horizon, and are perceived at only 1/5 times the lumen output when direct up into the sky. As an example, 1 lumen of light is perceived as 100 sky glow unit along the horizon as compared to .2 sky glow units into the night sky (500 times higher). What this means is that you view more light pollution across the horizon than you do with light into the dark sky (attached is an illustration which compares light along the horizon to light directed up towards the night sky). Musco's TLC - LED system produces virtually no light across the horizon; while an HID system and other LED produce large amounts of light along the horizon and into the dark sky.

The IDA (International Dark-Sky Association) is preparing to publish a document specifically addressing outdoor sports lighting, and within the document they specifically talk about uplights. The document explains in detail how sports lighting luminaires should be specifically designed to control light directed toward and above the horizon and criteria in which it is measured. The following paragraph, taken directly from the IDA document, details how much up light is acceptable to achieve the endorsement of the IDA.

"Uplight – All luminaires must be designed such to not to emit direct light above the horizon, unless required for activity (i.e. aerial sports) being played. In those cases, only 8% of the total (total) directly applied lumen as modeled may be in this zone. For modeling purposes, a horizontal ceiling grid shall be placed 5 feet above the top of the tallest pole, extending out to 150' beyond the edge of the field to determine compliance. Installation shall not deviate from the design."

Note that Musco's TLC – LED sports lighting system meets all the requirements needed to be IDA compliant.

I trust the above information and the attached illustration helps explain the need for the Musco ball tracking luminaires and TLC – LED system is the most environmentally friendly sport lighting solution for Azalea Ball Fields. Please call if you have any questions or require any additional information.

Thank you!

Tim Butz, 503-720-6625

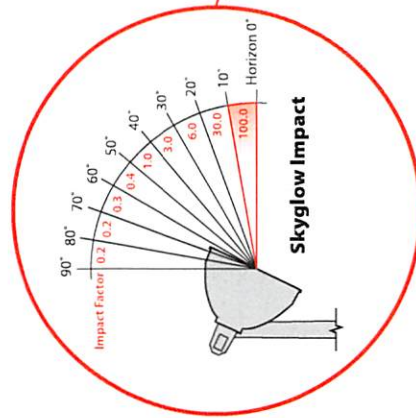
Skyglow Impact

For more information see C. Walker, C. Luginbuhl, R. Wainscoat. (2009). *Lighting and Astronomy. Physics Today, Vol. 62, Issue 12*

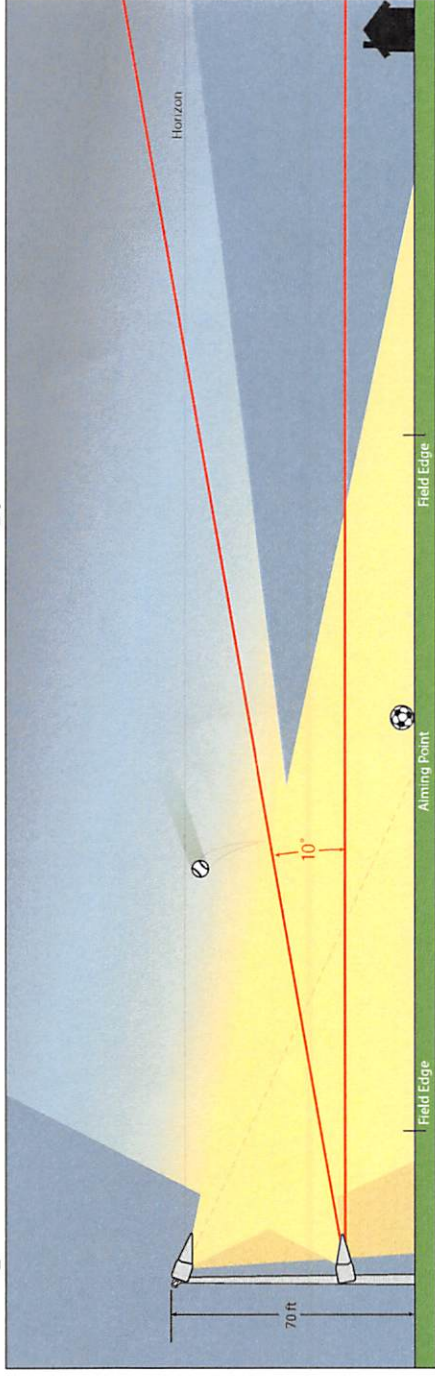
Skyglow is caused by upward light scattered by dust and molecules in the atmosphere.

Light emitted in a horizontal direction, at or above the horizon (0–10°) impacts skyglow by a factor of 100. It also travels through the atmosphere at greater distances.

Light emitted in a vertical direction, i.e. straight up, has a greater chance of escaping the atmosphere without scattering.

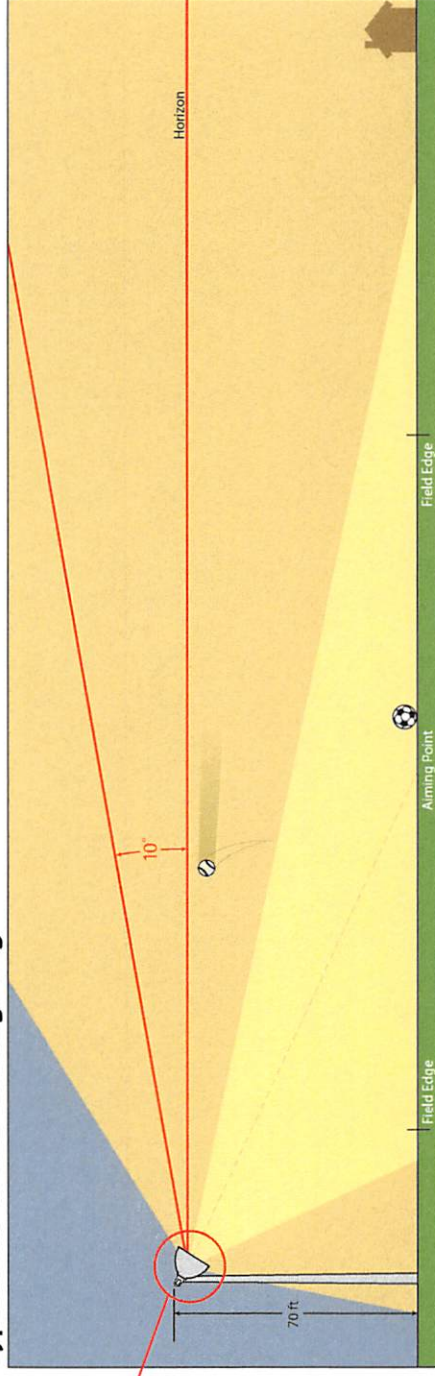


Total Light Control — TLC for LED™ with BallTracker™ technology



- Very little light emitted in critical 0–10° angle above horizon
- Limited light emitted in an upward direction by one BallTracker fixture per pole
- Patents pending

Typical HID or LED floodlighting



- All fixtures emit light in critical 0–10° angle above horizon, causing greater skyglow
- 400+% more skyglow than TLC for LED with BallTracker technology

Light Intensity




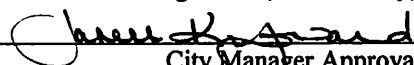
CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: July 9, 2018

Originating Dept: Parks



Signature (submitted by)


City Manager Approval


Subject: Salmon Run Occasion Hall

Recommended Motion:

As recommended by the Tourism Promotion Advisory Committee (TPAC): Motion to allocate \$10,000 annually for five years from the Transient Occupancy Tax (TOT) revenues to construct an Occasion Hall at Salmon Run Golf Course.

Financial Impact:

\$10,000 annually for five years allocated from TOT revenues set-aside for tourism promotion.

Reviewed by Finance & Human Resources Director: 

Background/Discussion:

Salmon Run Golf Course, managed by Early Management Team (EMT), has for the last two years utilized an event tent to host various special events such as wedding receptions on a rental basis, as an additional revenue resource.

The tent has sustained damage due to weather events and is no longer usable. EMT is now proposing to construct a 40' x 72', permanent, insulated, metal-framed occasion hall for use year-round to replace the tent. The project will be constructed on the existing tent foundation, utilizing the existing electrical system and existing heating & air system. Staff estimates the total cost of the project to be between \$40-60 thousand.

South Coast Development Council (SCDC) was enlisted to evaluate the proposal. SCDC expects it will take 24-36 months of operation to recover the costs. Constructing this type of facility provides the City of Brookings the opportunity to be a coastal event destination location, and SCDC estimates this facility could generate an additional \$30,000 in yearly TOT fund revenues.

Benefits:

- a. Year-round facility, not dependent on weather conditions
- b. One wedding can bring an average of 200 people from out of the area who would stay in hotels for at least two nights, generating over \$2,000 in TOT revenues
- c. One conference or retreat would bring an average of 100 people from out of the area who would stay in hotels for multiple nights, generating over \$1,000 in TOT revenues
- d. Increases opportunities to host golf tournaments year-round, which in turn brings people from out of town, generating an expected \$500 in TOT per night per event.

Staff presented the proposal to TPAC at its meeting of June 14, 2018, requesting consideration of a funding plan in which the City would fund the project out of the general fund and then would reimburse itself annually with a prescribed amount of TOT funds over a period of several years.

After analyzing the costs and benefits, TPAC is recommending, by a unanimous vote, to allot \$10,000 in TOT funding each year for five years to fund construction of the facility.

Attachment(s):

- a. Salmon Run Benefits Analysis
- b. Building Quotes
- c. SCDC Business Proposal



99040 S. Bank Chetco River Road, Brookings, OR 97415
541-469-4888

Permanent Event Center/Community Building Benefits

The current tent venue at Salmon Run is unusable during the winter months due to the weather and the vulnerability of the structure. With a permanent structure the revenue source would allow for meetings, indoor recreation, weddings, fundraisers and golf instructions/seminars during the rainy season. A permanent event structure would allow local businesses and non-profit organizations to remain within the community for their fundraisers/conferences or any other event. Out-of-town organizations can use the event structure for a coastal retreat/conference, ultimately drawing tourism revenue to the area during the off-season.

Coastal destination weddings, even during the winter months, would help to stimulate the local economy by providing revenue for local caterers, bakeries, florists and decorators. The Coastal destination would also be a beautiful venue for retirement parties, anniversaries, memorial services and reunions. A larger building would also be able to be sectioned off to accommodate different groups or sections for a larger group to move between.

In the short time EMT has been at the course we have turned down events during the winter months due to no facility. Brookings has lost many of the meeting venues over the past few years with only small rooms available to groups; many of which are sterile, classroom type venues.

Examples of lost revenue from April 2016-April 2018:

- Winter weddings (4)
- April 2018 multi-day/multi-week state of Oregon hosted meetings
- February Fundraising event
- Large Christmas parties for local businesses (3)
- Destination retreat/conference from Rogue Valley business
- Golf simulator for indoor golfing

Additional community beneficial events lost during winter months:

- High school golf practice
- School fundraiser
- Meeting space for middle school science to explore Jack Creek salmon habitat (no place to host the students which provided a warm dry place to review or set up stations)

• Golf tournaments and outings, group instructional clinics and workshops as well as educational seminars and business meetings in a variety of indoor or outdoor venues could showcase Brookings and help meet business objectives for a variety of organizations.



Connect by walkway
new laundry
Deck (outdoor patio area)

THE CABINS AT SALMON RUN

OWNER: CITY OF BROOKINGS
 OPERATOR: THE CLAYTON GROUP

PREPARED BY:
 DON HOAG & ASSOCIATES
 17156 MOJAVE DRIVE
 BROOKINGS, OR 97415
 (531) 669-1832



- SYMBOLS
- S - SEWER
 - W - WATER
 - F - FLOOR
 - A, T, C, B, R, T, S - UTILITIES

SCALE
 1" = 20'

Hansen Buildings

12167 Lake Rd

Browns Valley MN 56219

Ph. 866-200-9657 Fax 866-200-9658

Call Your Designer Doug Peterson - 605-646-3523

to discuss this quote

04/06/2018

Quote # 1



CUSTOMER

Morgan Early
salmonrungolf@gmail.com
(541) 469-4888

Brookings, OR
Curry County

CUSTOMER JOBSITE ADDRESS

Morgan Early

Brookings, OR
Curry County

GABLE BUILDING DIMENSIONS

Building Type: Gable
Fully Enclosed Building

Width (Peaked End - "Endwall"): 40
Length (Gutter Side - "Sidewall"): 72
Eave Height (Not Interior Clear Height): 12
Slope: 4/12

INCLUDED ITEMS

- 3 12' wide x10' tall All Metal Frame Sliding Door w/ White Vertical Rails Opening Left
- Premium Trim Package
- Gold Engineering Package
- OR Registered Professional Engineer Sealed Plans and Calculations - 2 Sets

Hansen Buildings offers a price match guarantee for any comparable complete building package. Simply supply your Building Designer with the competitor's quote.

No entry door on plans per customer. Please check with your county if one is required. According to the Building Code any fully enclosed building needs egress. An overhead or sliding door does not qualify as egress. Egress is customers responsibility.

Price:	\$22335
Payment By ACH Saves You:	\$1116
Price After ACH Discount:	<u>\$21219</u>
<small>*ACH Discount Does Not Apply To any Financed Sales</small>	
Shipping:	Included

OPTIONAL ITEMS - Commonly requested Options

*Not currently included in your total building price

Insulated commercial steel 3' Entry Door, steel jambs, factory finish painted with all framing	\$568
Ridge Vent	\$220
Ridge Lights	\$277
Eave Lights	\$206
Wainscot	\$485

Building Material kit includes (as needed) unless noted differently:

- Roofing: Colored Lifetime Warranty 29g Steel
- Siding: Colored Lifetime Warranty Primed 29g Steel
- Colored 29g steel trims
- Structural building columns pressure preservative treated for in-ground use
- All embedded structural building columns to include one uplift plate per pole
- **Building designed without concrete floor installed**
- If you need a specific pole layout ask your designer to specifically state it on your building quote - all pole layouts are preliminary and subject to change unless specifically stated on invoice
- Pressure preservative treated skirt (splash) boards - minimum #2 grade lumber
- Dry dimensional (no Green) framing lumber - minimum Standard or #2 Graded (no utility or #3)
- Engineered pre-fabricated wood roof trusses (double trusses for interior clearspans) or rafters
- All specialty nails, bolts and hangers
- Powder coated color matched screws to attach steel roofing and siding
- Complete detailed and itemized material list
- The industry's best Construction Manual - FULLY ILLUSTRATED!
- Two sets of large 2'x3' building plans
- Roof trusses NOT designed for a ceiling load
- Wall frame NOT drywall ready
- Does not include any framing nails which would normally be driven by a nail gun or concrete

This is a materials kit, not a pre-cut building - assembly, including cutting, will be required.

We do not collect sales tax in your state. You may incur a sales or use tax liability as a result of this transaction. Please consult with your state, county or city for details. Your state requires drop shipping vendors, who are registered within your state, to collect sales tax from you (through us) on transactions. This may apply in your case, and when applicable, your purchase authorizes these amounts to be charged against your credit card or checking account. An invoice will be appropriately furnished to you prior to charging your credit card/checking account.

DESIGN CRITERIA

		Code:	2014 OSSC based on 2012 IBC
Ground Snow Load (Pg):	5	Flat-Roof Snow Load (Pf):	25
Wind Speed (V _{ult}):	120	Wind Exposure:	B
Wind Speed (V _{asd}) 3 sec gust:	93		
Foundation Pressure:	2000	Soils:	SW, SP, SM, SC, GM, GC
Seismic Zone:	D2	Frost Depth:	40
Thermal Factor (Ct):	1.2	Unheated Structure	

Risk Category I **Buildings and other structures that represent a low risk to human life in the event of failure**

Use Classification U Building Peak Height: 18.67
 NDS Table 2.3.2 Load Duration Factors, Cd of 1.6 for wind and 1.15 for roof snow are incorporated in our designs
 Door(s) and window(s), if included, are not wind rated unless otherwise indicated

**You must confirm all code/design criteria with your Building Department prior to placing your order.
We recommend taking this page to your building department for them to verify all design criteria listed above.**

The quoted price is only valid for the current day.

Materials Kit Delivered FREE to you from our over 4,000 Local Distribution Centers

Where applicable actual ferry charges/costs will be in addition to the price quoted.



Join us on Facebook and join our social Pole Building community: <http://www.facebook/hansenbuildings>

For a comprehensive planning guide visit [FREE Building Planning Guide](#)

This quote contains proprietary information and may not be disclosed to third parties without the express written consent of Hansen Buildings.

60' GABLE END BUILDINGS

AD 298

AD 300

AD 300

AD 301

Kit Price: \$37,604

AD 302

- Roof Blanket Insulation Upgrade - 5,273.00
- Painted Foot Upgrade - \$280

AD 305

60'x120'x16' Farm Building:

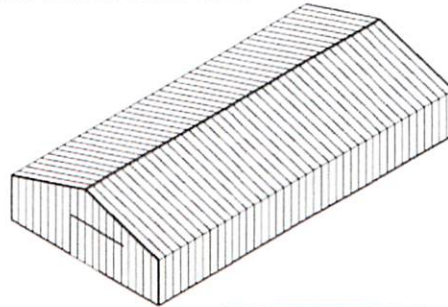
AD 307

(2) 11'w x 14'h Gable End Slider Doors (1-Slider on each Gable End); Galvanized Roof, Painted Wall Metal & Construction Plans.

AD 308

AD 324

AD 324B



PRINT SECTION

Business Proposal

May 29th, 2018

Salmon Run Golf
99040 South Bank Chetco River Rd.
Brookings OR, 97415
541-469-4888
www.Salmonrunggolf.com

Executive Summary

Back ground

Salmon Run Golf Course, owned by the City of Brookings and currently operated by Early Management Team, Inc. (EMT), is a destination location for many travelers and locals alike. Salmon Run is located only 3.5 miles from downtown Brookings. A restaurant, a full service pro-shop and excellent PGA teaching staff add to the ambience of the Golf Course. Salmon Run is often asked to host community events and Weddings and, in the past, has been able to do so.

The Problem.

The City of Brookings has few options when it comes to event and training spaces. Salmon Run has hosted wedding parties but due to inclement weather, at many times of the year, Salmon Run and the City of Brookings have been over looked as a must have event and meeting location. Tents that had been used on site have been damaged due to rain, high winds, and hail during previous storms.

The solution:

EMT feels it would be beneficial, and financially advantageous to the golf course, the City of Brookings, and the community at large to build a building that would withstand the winter weather conditions and provide event space. A permanent structure would allow for golf tournaments, meetings, indoor recreation, weddings, fundraisers, golf instructions, and seminars during the rainy season. A permanent event structure would allow local businesses and non-profit organizations to remain within the community for their fundraisers/conferences or any other event. Out-of-town organizations can use the event structure for a coastal retreat/conference, ultimately drawing tourism revenue to the area even during the off-season.

Cost

High cost for this project is \$57,000 with an expected actual cost to be lower. Existing heating/AC can be retrofitted for the new building. The utilities and infrastructure for the building is currently in place as the space has been used by the tents.

Cost recovery

It is expected to recover the costs of the building in 24-36 months of operation. With already existing commitments from customers it is easy to extrapolate out the ROI. In addition, the current tent structure could be repurposed for Parks and Rec or sold.

Community Impact

The investment in a solid building for the Salmon Run Golf Course would benefit the entire community. This would provide an opportunity to offer additional Golf tournaments, which would draw in groups from multiple locations. It would provide a location for the community to put on events, and it would provide a spectacular location for gatherings such as weddings and reunions.

Economic Impact

As an economic impact for the community a meeting facility such as this is worth the investment and will pay back the community many times over in the next few years. The event space will create additional 2-3 year-round jobs for the area, to handle tasks such as an onsite event planner/ sales and marketing position, event management staff, and staff to facilitate set-up and take down of the event amenities and catering needs.

Tourism Impact

In addition to providing a place for local impact the event location will draw in others from outside the area to stay in local hotels and eat in local restaurants and participate in other local events. Could add an additional \$30,000 in yearly Transient Lodging Tax Revenues to the City of Brookings.

Company Description

Salmon Run is located behind the coastal mountains, and only 3.5 miles from downtown Brookings. With four sets of tees that stretch from 5,433 yards to over 6,400 yards, Salmon Run offers a course for every skill level in a setting that you will never forget. Open to the public, you may even see salmon and steelhead as they swim up Jack Creek to spawn. A restaurant, a full service pro-shop and excellent PGA teaching staff is ready to make your Salmon Run golfing experience even more enjoyable. The City owned municipal course is currently managed by Early Management Team, Inc.; Gary & Val Early.

Proposal & Services

Products and Service offered by the addition of this solid building will include

1. Enhanced reliability to the event spaces.
 - a. In the last year Early Management Team, Inc. (EMT) has turned down several functions due to inclement weather possibilities.
 - b. The current facility floods during the rainy season and will not work for events during the late fall/winter season and is susceptible to high wind damage.
 - c. Currently the meeting space is a large durable tent structure that can be expanded with two additional tents. During one event earlier this year wind damaged the large tent and completely destroyed the two smaller tents.
2. Expandable space:
 - a. Each Building Plan can be broken down into smaller sections, so it will be possible to hold multiple events at the same time.
 - b. With the largest proposed foot print the entire facility will have approx. 7200 square feet of usable space that can be broken into 4 spaces of around 1800 sq ft
3. The price per event will determined on the nature of the event
 - a. Wedding's range from \$250 starting to around \$2000 max occupancy (see attached)
 - b. Community / Corporate Events will start at \$100 and increase dependent on size of function and amenities needed
 - c. Golf Simulator is priced at \$30 per round per Golfer

Cost

There have been several options that Early Management Team LLC has been looking at for structures. See attachment details. The prices for acceptable sized buildings range from \$35,000 to \$57,000. The kit costs can be seen below there is a cost for the construction and the estimated construction costs are included in the total estimates. We have included a 20% increase for unforeseen incidentals with this kind of construction cost.

Building model	Size	Kit cost	est. construction	20% overage of incidentals	total Estimated cost
Hansen Buildings	40x70x12	\$ 21,219.00	\$ 8,000.00	\$ 5,843.80	\$ 35,062.80
Parker AD 300	60x 120x 16	\$ 37,604.00	\$ 10,000.00	\$ 9,520.80	\$ 57,124.80

		event size	Days stayed		
		100	3	4	5

EMT would like to start with a building large enough to fit the needs of current as well as projected needs to reduce the need to build additions in the future. The 40x70 size is the minimum size needed to fulfill current needs.

The Plan

This section provides details on your industry, the competitive landscape, your target market and how you will market your business to those customers.

1. Market research

There is a need for additional meeting spaces in Brookings and surrounding areas. Currently every weekend in June and August is booked for wedding receptions or other events at the golf course. There is also a need for additional meeting spaces. Earlier this year the EMT turned down an offer from the state for a management retreat because there was not enough weather proof available space to host the retreat. This event would have brought over 100 individuals into the community to stay for 4 days on 2 separate weeks. This would have added to the room occupancy in local hotels and increased the visits to local restaurants as well as retail shops. As a community the City of Brookings needs to be ready in the future for such requests. As the warmest City in Oregon during winter months and the moderate summer temperatures Brookings can become a go to year-round meeting location.

2. Barriers to entry

The largest barrier to entry is the cost of the facility. With a price tag ranging from 35,000 to 57,000 the cost of the facility is above the available liquid budget of the organization. (see attachment with price guides)

3. Threats and opportunities

An opportunity for this to succeed is the need for the facility to exist. As more groups know that the facility is available there will be more requests for the meeting space.

The infrastructure for the facility is already on site as the large tent is sitting in the location, so minimal ground work will need to be done. In addition, the heating and air conditioning unit with the existing tent can be retrofitted to accommodate the new event building.

A threat is the perception that the Facility is so far outside of town. The truth really is that it is only 3.5 miles from down town and only 8 minutes to get to the facility. Once at the course the beauty of the surroundings and peaceful nature seem to overcome the 8-minute drive factor.

Impact on tourism

In 2016-2018 there have been 4 winter weddings for out of town individuals that have been missed due to inadequate facilities these events would have brought around 200 people each to the area who would stay in local hotels. In addition, in April 2018 the State approached the golf course to host a multi-day on multiple weeks event these events would have brought in over 100 individuals per event. The stay would have rented out many available hotel/ motel rooms in the city during the conference. See table below for the average TLT added for multiple day events based off a 100-person event.

Average Room Rate (Brookings)	84.83	8483.33	25450	33933.33	42416.67
Lodging Tax	6%	6%	6%	6%	6%
TLT per average room	5.09	509	1527	2036	2545

The average hotel stay in the city of Brookings is \$84.83 with the TLT rate of 6% per room the average night brings in \$5.09 to the city. If we bring in 100 individuals for a 3 day conference the revenue for the city TLT tax would end up at \$1527 additional tax dollars just from the event.

With this data we can extrapolate out the total missed tax revenue of the State conference scheduled to be held in April as <\$6108> and the missed revenue for the average wedding party of 100 of out town guests as <\$509> per night. With a fixed location these numbers will return to a gain and not potential loss. With every weekend in June and August already booked for weddings the tax revenue for each month is already at \$2036.

Most Golf tournaments have 144 individuals (36 (teams) x 4) most of the individuals will travel in from outside the area, again averaging around 100 golfers per event this is \$509 per event added directly to the tax revenue. With the correct advertising it is not unreasonable to assume 4 golf tournaments per month and a year-round draw would mean 48 tournaments per year.

4. Product/service features and benefits

A permanent and durable building will be essential to the area for additional meeting rooms, and event location. Products will be offered because of the construction of this building will include but not limited to:

- Wedding receptions
- Community gatherings
- Virtual golf simulations
- Company retreats
- High school Golf practice facility
- Middle school PE golfing introductions

This type of facility will add to the overall productivity and profitability of Salmon Run Golf Course. It is estimated that the new building will have paid for itself in 24 – 36 months.

5. Positioning/Niche

The venue is known to locals and is a destination location for many regional individuals looking for a place away from the office for retreats and other events. This positions the facility nicely to grow and expand. With previous inquires for meeting space this facility will be easy to get noticed and fill for the majority of the year.

6. Marketing

The majority of the marketing will be done online. We will advertise on our website, on social media, through community events pages, and tourism pages. With a reach of 8,000 local individuals, and multiple reach opportunities we expect to reach over 100,000 potential customers per year.

Marketing may include:

- Business website
- Social media marketing
- Email marketing
- Mobile marketing
- Search engine optimization
- Content marketing

- Print marketing materials (brochures, flyers, business cards)
- Public relations
- Trade shows
- Networking
- Registration with state approved facilities through the ORPIN selection process
- Word-of-mouth
- Referrals

7. Pricing

Pricing is key to making this project profitable. For references please see attached Spread sheet. Pricing for weddings are as follows with other amenities and services available on request.

Space rental and set up cost	
<i>small wedding < 50</i>	\$ 250.00
<i>Medium 50- 150</i>	\$ 500.00
<i>Large 150- 250</i>	\$1,000.00
<i>x large >250</i>	\$2,000.00

Corporate and community events can rent the facility for a fee as seen on the chart below

Square feet needed (approximately 50 people per 1800 sqft) for up to 4 hours	
1800	\$ 100.00
3600	\$ 200.00
5400	\$ 300.00
7800	\$ 400.00

Discounts may be given to Non-Profit organizations.

Conclusion

The investment in a solid event building for the Salmon Run Golf Course would benefit the entire community. This would provide an opportunity to offer additional Golf tournaments that would draw in groups from multiple locations. It would provide a location for the community to put on events, and it would provide a spectacular location for gatherings such as weddings. As an Economic Impact for the community a meeting such as this is worth the investment and will pay back the community many times over in the next few years.

Expanding the season for events would increase the need for employment opportunities at Salmon Run. With increased capacity for multiple events EMT estimates a need to add 2-3 part time jobs; year-round. This conservative estimate could also include an on-site event planner/sales & marketing position.

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: July 9, 2018

Originating Dept: City Manager

Signature (submitted by)



City Manager Approval

Subject: McDonald's Storm Drain Replacement Agreement (815 Chetco Avenue)

Recommended Motion:

Motion to authorize the City Manager to execute agreement for the storm drain replacement at 815 Chetco Avenue and the dedication of that storm drain to the city with deed of easement.

Financial Impact:

City would assume long term maintenance costs.

Background/Discussion:

A storm drain culvert is located on the property at 815 Chetco Avenue (McDonald's) and not located within an easement. The culvert is considered private as it is not within an easement or built to current City standards per BMC 13.35.025.B.2.

This agreement would obligate McDonald's to replace storm drain to current standards, and dedicate to the City. Once approved by the City engineer, the City would accept this storm drain into the City's infrastructure system. McDonald's would also dedicate an easement to the City of the purpose of locating, maintaining, and repairing said storm drain.

Attachment(s):

Storm Drain Replacement Agreement -815 Chetco Avenue

STORM DRAIN REPLACEMENT AGREEMENT
815 CHETCO AVENUE

THIS AGREEMENT is entered into on _____, 2018 by and between the City of Brookings, an Oregon municipal corporation ("City"), and McDonald's Corporation and McDonald's Real Estate Company, as their interests may appear (collectively, "McDonald's"), for the purpose of setting forth terms and conditions for the replacement of a section of storm drain Owner's property and the subsequent acceptance of the storm drain into the City's storm drain system.

RECITALS

- A. The City of Brookings provides a wide variety of municipal services to over 6,000 city residents. One of those services is storm water management. Storm water management is accomplished through a network of public and private storm drain infrastructure that moves storm water through open channels or underground piping and is subsequently discharged to the nearest natural water body.
- B. Owner owns a parcel of property along the Highway 101 corridor referred to as 815 Chetco Avenue (the "Parcel"). There is an underground storm drain that runs through the Parcel in a southwesterly direction, which both (i) conveys storm water from a city-owned storm drain located on the north side of the Parcel and (ii) collects storm water from the Owner's property. All of the storm water is then discharged at the southwest corner of the Parcel back into a city-owned storm drain.
- C. There is currently an approximately 90 foot section of storm drain pipe underneath the parking lot area of the Parcel that is failing and in need of replacement.
- D. The City has a policy that it will not accept public improvements into the city-owned and maintained system until such time as the improvements are brought up to current standards.

AGREEMENT

NOW, THEREFORE, in consideration of the premises and the mutual covenants set forth herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1.0 OBLIGATIONS OF OWNER

1.01 **STORM DRAIN REPLACEMENT.** Owner will replace the existing failing 48 inch corrugated metal storm drain pipe with a 48 inch storm drain pipe made of smooth wall HDPE material, all in accordance with the specifications of the City's engineer. The cost of the replacement of the storm drain will be sole responsibility of the Owner.

1.02 **DEDICATION OF STORM DRAIN.** Upon the completion of the storm drain replacement and inspection and approval of the City engineer, Owner will dedicate the entire length of the storm drain located on the Parcel to the City.

1.03 **DEED OF EASEMENT.** In addition to the offer to dedicate, Owner will also offer a deed of easement to the City for the purpose of locating, maintaining, and repairing said storm drain. The easement will include an area 30 feet wide centering on the storm drain pipe.

2.0 OBLIGATIONS OF CITY

2.01 **ACCEPTANCE OF STORM DRAIN.** Upon the approval of the storm drain replacement by the City's engineer and an offer to dedicate the storm drain to the City, the City agrees to accept said

offer of dedication of the storm drain as a public improvement for which the City will be forever obligated to maintain, repair and replace.

2.02 ACCEPTANCE OF EASEMENT. Along with the acceptance of the offer to dedicate the storm drain, the City also agrees to accept a deed of easement across Owner's property for the purpose of locating, maintaining, and repairing the storm drain. The description of the easement will be prepared and paid for by the City.

3.0 GENERAL PROVISIONS

3.01 NO JOINT VENTURE. The parties to this Agreement are not partners or joint venturers with each other and nothing herein shall be construed to make them partners or joint venturers or impose any liability as such on either of them. Neither party shall be authorized to act as an agent or otherwise to represent the other party.

3.02 ASSIGNMENT. This Agreement may not be assigned without the written consent of both parties.

3.03 ATTORNEYS' FEES. If any legal action or proceeding arising out of or relating to this Agreement is brought by either party to this Agreement, the prevailing party shall be entitled to receive from the other party, in addition to any other relief that may be granted, the reasonable attorneys' fees, costs, and expenses incurred in the action or proceeding by the prevailing party.

3.04 INTEGRATION. This Agreement constitutes the entire agreement between the City and Cal-Ore relating to the license. Any prior agreements, promises, negotiations, or representations not expressly set forth in this Agreement are of no force and effect. Any amendment to this Agreement shall be of no force and effect unless it is in writing and signed by both parties.

3.05 GOVERNING LAW / VENUE. This Agreement will be governed and interpreted in accordance with the laws of the State of Oregon. Any litigation between the parties under this Agreement or arising out of activities performed under this Agreement must be filed in Curry County Circuit Court or the U.S. District Court for the State of Oregon, as appropriate.

3.06 AUTHORITY. Each signatory hereto represents and warrants that he or she has been duly authorized to sign this agreement on behalf of his or her respective party.

IN WITNESS WHEREOF, the parties to this Agreement have caused it to be executed by the duly authorized representatives on this ____ day of _____, 2018 at Brookings, Oregon.

City of Brookings

McDonald's Corporation

By: Janell K. Howard, City Manager

By: _____

ATTEST:

Title:

Date:

Teri Davis, City Recorder

City of Brookings

CITY COUNCIL MEETING MINUTES

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

Monday, June 25, 2018

Call to Order

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

Roll Call

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

Staff present: City Manager Gary Milliman, Finance & Human Resources Director Janell Howard, City Attorney Martha Rice, Parks & Planning Manager Tony Baron, Building Official Garrett Thompson, Public Works Supervisor Tim Rettke, IT Brian Pacchetti, Police Lieutenant Donny Dotson, Sergeant Kelby McCrae, HR/Accountant Lu Ehlers, and Acting City Recorder Rita Ritz.

Media Present: Jane Stebbins from Curry Pilot present

Others Present: Approximately 15 audience members.

Ceremonies

Retirement of City Manager Gary Milliman

Councilors thanked City Manager Milliman for the time he has given to Brookings and the wisdom he has provided.

City Manager Milliman spoke about his time in office.

Council presented a recognition plaque to the City Manager Milliman.

Public Hearing/Resolutions

USDA-RD Application for Funding

City Manager Milliman presented the staff report.

Councilors discussed the debt and inquired when the City would see revenues back.

Mayor Pieper opened the Public Hearing at 7:45 p.m.

With no one present wishing to address Council regarding the item, Mayor Pieper closed the Public Hearing at 7:46 p.m.

Councilor Hedenskog moved, Councilor Hamilton seconded and Council voted unanimously to adopt Resolution 18-R-1146, authorizing the City Manager to submit a USDA-RD application to finance the Wastewater Treatment and Sewer Line Improvement project, and authorizing the City Manager to incur \$10,949,900 in low interest debt.

Designating Gary Milliman as City Manager Emeritus

City Manager Milliman presented the staff report.

Councilor Hodges moved, Councilor Hamilton seconded and Council voted unanimously to adopt Resolution 18-R-1139.

Transfer of Appropriations for FY 2017-18 Budget

Finance & Human Resources Director Howard presented the staff report.

Councilor Triglia moved, Councilor Hedenskog seconded and Council voted unanimously to adopt Resolution 18-R-1140, approving appropriation transfer in the General Fund and Special Police Fund for insurance proceeds received.

Councilor Hedenskog moved, Councilor Triglia seconded and Council voted unanimously to adopt Resolution 18-R-1141, accepting specific purpose Grants and Donations and appropriating those funds.

Councilor Triglia moved, Councilor Hodges seconded and Council voted unanimously to adopt Resolution 18-R-1142, approving appropriation transfer in the Streets Fund, Capital Projects Reserve Fund, and the Water SDC Fund.

Councilor Hodges moved, Councilor Triglia seconded and the Council voted unanimously to adopt Resolution 18-R-1143, transferring appropriations from General Fund Contingency to Judicial, Legislative/Administration, and Parks and Recreation.

Councilor Triglia moved, Councilor Hamilton seconded and Council voted unanimously to adopt Resolution 18-R-1144, transferring appropriations from General Fund, Street Fund, Water Fund, and Wastewater Fund Contingency.

Oral Requests and Communications from the audience

1. Carolyn Milliman of 1090 Parkview Dr, Brookings addressed Council thanking her husband Gary Milliman and all the past and current Councilors for the hard work and support.
2. Lauren Paulson of 16131 W. Hoffeldt Ln. #38, Brookings addressed Council regarding the Lone Ranch Addendum and the idea to consolidate police departments.

Staff Reports

Memorandum of Understanding with Brookings Harbor Garden Club

Parks and Planning Manager Baron presented the staff report.

Councilor Hedenskog moved, Councilor Triglia seconded and Council voted unanimously to authorize the Mayor to execute a new Memorandum of Understanding with the Brookings Harbor Garden Club with respect to City property landscape maintenance.

Wild Rogue Relay - 2018

Parks and Planning Manager Baron presented the staff report.

Councilor Hedenskog moved, Councilor Triglia seconded and Council voted unanimously to authorize City Manager to sponsor the 2018 Wild Rogue Relay.

Adjustments to Non-represented Employee Compensation Plan

Finance & Human Resources Director Howard presented the staff report.

Councilor Triglia spoke in opposition to Benefit Items 1a, 1b, 1d, and 2.

Councilor Hedenskog moved, Councilor Hodges seconded and Council voted 4-1 with Councilor Triglia voting 'nay', to amend the City of Brookings Management Compensation Plan as recommended by the City Manager in the Council Agenda Report dated June, 25 2018.

Legislative Priorities

City Manager Milliman presented the staff report.

Councilor Triglia moved, Councilor Hedenskog seconded and Council voted unanimously to adopt top four legislative priorities for 2019 and determine four least desirable legislative priorities and forward them on to League of Oregon Cities.

Chetco Bar Fire Water Impact Analysis

City Manager Milliman presented the staff report.

Councilors discussed the need for another testing and a need for a meeting with GSI.

Councilor Hedenskog moved, Councilor Hodges seconded and Council voted unanimously to direct the City Manager to consult further with the City's water treatment contract operator and develop an action plan and budget for implementation of recommendations contained in the Technical Memorandum prepared by GSI Water Solutions in connection with the Chetco Bar Fire, and to seek federal funding to assist in implementing those projects. In addition City Manager to arrange a workshop via Skype with GSI and to work up a budget with Jacobs and possibly cost sharing with Harbor Water.

Intergovernmental Agreement for Building Services

City Manager Milliman presented the staff report.

Councilor Triglia moved, Councilor Hodges seconded and Council voted unanimously to authorize City Manager to execute Intergovernmental Agreement for Building Services between the County of Curry and the City of Brookings.

Consent Calendar

1. Approve Council minutes for June 11, 2018
2. Accept Planning Commission minutes for May 1, 2018
3. Accept TPAC Committee minutes for May 10, 2018
4. Receive monthly financial report for May 2018

Councilor Hedenskog moved, Councilor Triglia seconded and Council voted unanimously to approve the Consent Calendar.

Remarks from Mayor and Councilors

Councilor Hamilton asked for everyone to be safe this 4th of July. Also thanked City Manager Milliman for being a great City Manager in Fort Bragg and in Brookings.

Mayor Pieper commended Carolyn Milliman for standing by City Manager Milliman's side all these years.

Adjournment

Councilor Triglia moved, Councilor Hedenskog seconded, and Mayor Pieper adjourned the meeting at 9:05 p.m.

Respectfully submitted:

ATTESTED:

this _____ day of _____ 2018:

Jake Pieper, Mayor

Teri Davis, City Recorder

CITY OF BROOKINGS POLICE DEPARTMENT

Chris Wallace, Chief of Police



To: Brookings City Council through City Manager Janell Howard
From: Lieutenant Donny Dotson
Date: 07/02/18
Subject: Liquor License Application

The Brookings Police Department found no **local** disqualifying information prohibiting **Kenneth Ludeman, Elise Ludeman and Rosalie Cretser** with their attached **Limited On-Premises** liquor license application. The business "**Compass Rose Cafe**" is located at 625 Chetco Avenue, Suite 210 Brookings, Oregon. It is the recommendation of the Brookings Police Department the above mentioned applicants be granted their request with final approval coming from the **Oregon Liquor Control Commission**.

Respectfully submitted,

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

Lieutenant Donny Dotson
Brookings Police Department





LIQUOR LICENSE APPLICATION

<p>LICENSE FEE: Do not include the license fee with the application (the license fee will be collected at a later time).</p> <p>APPLICATION: Application is being made for:</p> <p><input type="checkbox"/> Brewery</p> <p><input type="checkbox"/> Brewery-Public House</p> <p><input type="checkbox"/> Distillery</p> <p><input type="checkbox"/> Full On-Premises, Commercial</p> <p><input type="checkbox"/> Full On-Premises, Caterer</p> <p><input type="checkbox"/> Full On-Premises, Passenger Carrier</p> <p><input type="checkbox"/> Full On-Premises, Other Public Location</p> <p><input type="checkbox"/> Full On-Premises, Nonprofit Private Club</p> <p><input type="checkbox"/> Full On-Premises, For-Profit Private Club</p> <p><input type="checkbox"/> Grower Sales Privilege</p> <p><input checked="" type="checkbox"/> Limited On-Premises</p> <p><input type="checkbox"/> Off-Premises</p> <p><input type="checkbox"/> Off-Premises with Fuel Pumps</p> <p><input type="checkbox"/> Warehouse</p> <p><input type="checkbox"/> Wholesale Malt Beverage & Wine (WMBW)</p> <p><input type="checkbox"/> Winery</p>	<p style="text-align: center;">CITY AND COUNTY USE ONLY</p> <p>Date application received <u>6/26/15</u></p> <p>Name of City or County <u>Brookings</u></p> <p>Recommends this license be <input type="checkbox"/> Granted <input type="checkbox"/> Denied</p> <p>By _____</p> <p>Date _____</p> <hr/> <p style="text-align: center;">OLCC USE</p> <p>Application received by _____</p> <p>Date _____</p> <p>License Action:</p>
--	---

1. LEGAL ENTITY (example: corporation or LLC) or INDIVIDUAL(S) applying for the license:			
Applicant #1 <u>Vintage Journeys LLC</u>	Applicant #2	Applicant #3	Applicant #4
2. Trade Name of the Business (the name customers will see): <u>Compass Rose Cafe</u>			
3. Business Location: Number and Street <u>625 Onitco Ave Ste 210</u>			
City <u>Brookings</u>	County <u>Curry</u>	ZIP <u>97415</u>	
4. Is the business at this location currently licensed by the OLCC? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
5. Mailing Address (where the OLCC will send your mail):			
PO Box, Number, Street, Rural Route <u>PO Box 8553</u>			
City <u>Brookings</u>	State <u>OR</u>	ZIP <u>97415</u>	
6. Phone Number of the Business Location: <u>541 661 7772</u>			
7. Contact Person for this Application: <u>Rosalie Creber</u>			
Name <u>Rosalie Creber</u>	Phone Number <u>541 210 4664</u>		
Mailing Address, City, State, ZIP <u>1215 Moore St Unit 12 Brookings OR 97415</u>			
Email <u>vj11c2018@outlook.com</u>			
I understand that marijuana (such as use, consumption, ingestion, inhalation, samples, give-away, sale, etc.) is prohibited on the licensed premises.			
Signature of Applicant #1 	Signature of Applicant #2 		
Signature of Applicant #3 	Signature of Applicant #4		

Report Criteria:

Report type: Summary

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/18	06/07/2018	81421	5863	All Traffic Solutions Inc	10-00-2005	2,800.00
06/18	06/07/2018	81422	5048	Brookings Harbor Medical Center	10-00-2005	150.00
06/18	06/07/2018	81423	313	Brookings Vol Firefighters	10-00-2005	2,250.00
06/18	06/07/2018	81424	715	Budge McHugh Supply	20-00-2005	1,612.09
06/18	06/07/2018	81425	5567	CAL/OR Insurance Specialists Inc	30-00-2005	683.33
06/18	06/07/2018	81426	193	Central Equipment Co, Inc	10-00-2005	78.72
06/18	06/07/2018	81427	3015	Charter Communications	30-00-2005	495.00
06/18	06/07/2018	81428	5822	Chaves Consulting Inc	49-00-2005	370.20
06/18	06/07/2018	81429	3834	Clean Sweep Janitorial Service	20-00-2005	2,000.00
06/18	06/07/2018	81430	5827	Coastal Investments LLC	10-00-2005	1,130.00
06/18	06/07/2018	81431	183	Colvin Oil Company	25-00-2005	3,291.32
06/18	06/07/2018	81432	4713	Corpro Companies	20-00-2005	7,850.00
06/18	06/07/2018	81433	5228	Curry Community Health	10-00-2005	50.00
06/18	06/07/2018	81434	259	Da-Tone Rock Products	50-00-2005	187.11
06/18	06/07/2018	81435	185	Del Cur Supply	10-00-2005	136.42
06/18	06/07/2018	81436	3342	Fastenal	15-00-2005	243.37
06/18	06/07/2018	81437	2186	Ferguson Enterprises Inc #3011	20-00-2005	548.36
06/18	06/07/2018	81438	153	Ferrellgas	10-00-2005	431.67
06/18	06/07/2018	81439	5432	First Community Credit Union	25-00-2005	812.99
06/18	06/07/2018	81440	5471	Foremost Medical Equipment LLC	10-00-2005	597.00
06/18	06/07/2018	81441	4646	Frontier	20-00-2005	214.33
06/18	06/07/2018	81442	269	Grainger	10-00-2005	493.60
06/18	06/07/2018	81443	199	Richard Harper	10-00-2005	400.00
06/18	06/07/2018	81444	4980	iSecure	10-00-2005	33.00
06/18	06/07/2018	81445	162	Kerr Hardware	50-00-2005	1,536.73
06/18	06/07/2018	81446	328	Les Schwab Tire Center	10-00-2005	39.98
06/18	06/07/2018	81447	4981	McLennan Excavation, Inc	54-00-2005	6,500.00
06/18	06/07/2018	81448	4269	Milliman, Gary	10-00-2005	67.50
06/18	06/07/2018	81449	4443	Napa Auto Parts-Golder's	15-00-2005	34.08
06/18	06/07/2018	81450	329	New Hope Plumbing	10-00-2005	2,766.00
06/18	06/07/2018	81451	442	OCCMA	10-00-2005	325.00
06/18	06/07/2018	81452	4324	OGFOA	10-00-2005	110.00
06/18	06/07/2018	81453	279	One Call Concepts, Inc	20-00-2005	40.92
06/18	06/07/2018	81454	5101	Pitney Bowes Reserve Acct	10-00-2005	500.00
06/18	06/07/2018	81455	1173	Positive Promotions Inc	10-00-2005	939.62
06/18	06/07/2018	81456	322	Postmaster	25-00-2005	850.00
06/18	06/07/2018	81457	207	Quill Corporation	10-00-2005	263.96
06/18	06/07/2018	81458	4815	Platt	50-00-2005	2,536.10
06/18	06/07/2018	81459	1840	Rogue Credit Union	15-00-2005	2,497.61
06/18	06/07/2018	81460	5638	Guy Smith	15-00-2005	61.50
06/18	06/07/2018	81461	142	Tidewater Contractors Inc	52-00-2005	2,210.00
06/18	06/07/2018	81462	5623	True North Equipment LTD	20-00-2005	221.04
06/18	06/07/2018	81463	169	Waste Connections Inc	10-00-2005	726.78
06/18	06/14/2018	81464	4734	Aramark Uniform Services	10-00-2005	120.00
06/18	06/14/2018	81465	4797	Anthony Baron	10-00-2005	279.03
06/18	06/14/2018	81466	5869	Best Western Holiday Hotel	10-00-2005	491.97
06/18	06/14/2018	81467	4363	Black & Rice LLP	10-00-2005	3,807.92
06/18	06/14/2018	81468	2407	Blue Star Gas	10-00-2005	90.25
06/18	06/14/2018	81469	5108	Brad Kelly, PT	10-00-2005	90.00
06/18	06/14/2018	81470	147	Brookings Glass Inc	10-00-2005	13.00
06/18	06/14/2018	81471	2364	C & S Fire-Safe Services LLC	10-00-2005	70.00
06/18	06/14/2018	81472	5070	Canon Solutions America	10-00-2005	10.10
06/18	06/14/2018	81473	5858	CH2M Hill OMI	25-00-2005	107,604.13

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/18	06/14/2018	81474	3015	Charter Communications	10-00-2005	224.96
06/18	06/14/2018	81475	5249	Curry County Title, Inc	50-00-2005	1,000.00
06/18	06/14/2018	81476	4746	Curry County Treasurer	10-00-2005	605.25
06/18	06/14/2018	81477	173	Curry Equipment	15-00-2005	481.58
06/18	06/14/2018	81478	317	DCBS - Fiscal Services	10-00-2005	417.50
06/18	06/14/2018	81479	1	Michael Becker	20-00-2005	204.74
06/18	06/14/2018	81480	1	Tasha Berry	20-00-2005	25.56
06/18	06/14/2018	81481	1	Angela Gardner	20-00-2005	300.00
06/18	06/14/2018	81482	1	William & Virginia Hamilton	20-00-2005	264.66
06/18	06/14/2018	81483	1	Lashelle Molnar	20-00-2005	149.44
06/18	06/14/2018	81484	1	Kimburly Tigert	20-00-2005	300.00
06/18	06/22/2018	81485	5868	ECONorthwest	50-00-2005	.00 V
06/18	06/14/2018	81486	749	Emerald Pool & Patio	10-00-2005	1,748.35
06/18	06/14/2018	81487	5318	Jose Flores	10-00-2005	78.00
06/18	06/14/2018	81488	4646	Frontier	10-00-2005	228.54
06/18	06/14/2018	81489	139	Harbor Logging Supply	15-00-2005	184.22
06/18	06/14/2018	81490	5867	Mary Layne	10-00-2005	5,313.00
06/18	06/14/2018	81491	4487	Net Assets Corporation	10-00-2005	260.00
06/18	06/14/2018	81492	3159	NorthCoast Health Screening	10-00-2005	720.00
06/18	06/14/2018	81493	5008	Online Information Services	10-00-2005	103.50
06/18	06/14/2018	81494	5155	Oregon Department of Revenue	10-00-2005	1,818.00
06/18	06/14/2018	81495	2089	OVFA	10-00-2005	686.00
06/18	06/14/2018	81496	252	Paramount Pest Control	10-00-2005	50.00
06/18	06/14/2018	81497	4	Curry County Cruisers	10-00-2005	88.00
06/18	06/14/2018	81498	4	Courtney Pruden	10-00-2005	123.00
06/18	06/14/2018	81499	207	Quill Corporation	10-00-2005	163.65
06/18	06/14/2018	81500	3	Banana Belt Property Mngmnt	20-00-2005	59.90
06/18	06/14/2018	81501	3	Cheryl Martin	20-00-2005	59.61
06/18	06/14/2018	81502	4815	Platt	50-00-2005	1,628.40
06/18	06/14/2018	81503	5730	Spectrum Reach	32-00-2005	1,000.00
06/18	06/14/2018	81504	142	Tidewater Contractors Inc	50-00-2005	75,866.50
06/18	06/14/2018	81505	5623	True North Equipment LTD	25-00-2005	202.18
06/18	06/14/2018	81506	169	Waste Connections Inc	10-00-2005	80.00
06/18	06/14/2018	81507	151	Western Communications, Inc.	32-00-2005	1,754.00
06/18	06/14/2018	81508	5771	Ryan Willcutt	10-00-2005	78.00
06/18	06/25/2018	81509	2121	Bound Tree Medical LLC	10-00-2005	716.62
06/18	06/25/2018	81510	5070	Canon Solutions America	10-00-2005	391.38
06/18	06/25/2018	81511	822	Coast Auto Center	10-00-2005	90.90
06/18	06/25/2018	81512	1	Jason Adams	20-00-2005	241.80
06/18	06/25/2018	81513	1	Tammy Bailey	20-00-2005	45.00
06/18	06/25/2018	81514	1	Patrick Douglas	20-00-2005	149.32
06/18	06/25/2018	81515	1	Ashley Fischer	20-00-2005	191.78
06/18	06/25/2018	81516	1	Ashley Walker	20-00-2005	236.36
06/18	06/25/2018	81517	2640	Dyer Partnership Inc., The	52-00-2005	53,643.82
06/18	06/25/2018	81518	5868	ECONorthwest	50-00-2005	10,440.00
06/18	06/25/2018	81519	2186	Ferguson Enterprises Inc #3011	50-00-2005	3,020.27
06/18	06/25/2018	81520	4646	Frontier	25-00-2005	847.88
06/18	06/25/2018	81521	3961	Grizzly Fence & Construction	15-00-2005	175.00
06/18	06/25/2018	81522	4128	GSI Water Solutions Inc	52-00-2005	5,021.25
06/18	06/25/2018	81523	4357	Hemlock Street Properties LLC	10-00-2005	405.00
06/18	06/25/2018	81524	4526	Janell K. Howard	10-00-2005	694.15
06/18	06/25/2018	81525	994	Hughes Fire Equipment	10-00-2005	5,114.99
06/18	06/25/2018	81526	4171	In-Motion Graphics	10-00-2005	150.00
06/18	06/25/2018	81527	1431	Lea Construction Inc	50-00-2005	450.00
06/18	06/25/2018	81528	5162	National Hose Testing Specialties Inc	10-00-2005	3,325.50
06/18	06/25/2018	81529	4633	Oregon Board of Accountancy	10-00-2005	405.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/18	06/25/2018	81530	4479	Oregon Society of CPA's	10-00-2005	195.00
06/18	06/25/2018	81531	4	Melissa Harmon	10-00-2005	214.00
06/18	06/25/2018	81532	4	Lindsey Martes	10-00-2005	214.00
06/18	06/25/2018	81533	4	Donna Webster	10-00-2005	80.00
06/18	06/25/2018	81534	207	Quill Corporation	10-00-2005	101.16
06/18	06/25/2018	81535	4815	Platt	50-00-2005	11,031.12
06/18	06/25/2018	81536	5513	South Coast Development Council Inc	10-00-2005	5,000.00
06/18	06/25/2018	81537	5448	Stover Engineering	50-00-2005	9,909.95
06/18	06/25/2018	81538	142	Tidewater Contractors Inc	55-00-2005	481,951.64
06/18	06/25/2018	81539	4525	TL Productions, Inc.	10-00-2005	166.28
06/18	06/25/2018	81540	670	Western Equipment & Irrigation Dist Inc	10-00-2005	938.00
06/18	06/25/2018	81541	5864	WRK Engineers	50-00-2005	38,332.00
06/18	06/28/2018	81542	5871	BALCO Uniform Co Inc	10-00-2005	478.63
06/18	06/28/2018	81543	4939	BI- Mart Corporation	10-00-2005	20.95
06/18	06/28/2018	81544	2121	Bound Tree Medical LLC	10-00-2005	749.24
06/18	06/28/2018	81545	5070	Canon Solutions America	10-00-2005	110.37
06/18	06/28/2018	81546	5500	Chetco Brewing Company	32-00-2005	877.00
06/18	06/28/2018	81547	822	Coast Auto Center	10-00-2005	178.70
06/18	06/28/2018	81548	183	Colvin Oil Company	10-00-2005	2,245.83
06/18	06/28/2018	81549	182	Coos-Curry Electric	10-00-2005	3,115.78
06/18	06/28/2018	81550	166	Dan's Auto & Marine Electric	10-00-2005	235.45
06/18	06/28/2018	81551	1	Larry & Roberta Brookin	20-00-2005	48.61
06/18	06/28/2018	81552	1	Nikolai Maylin	20-00-2005	266.26
06/18	06/28/2018	81553	1	Andrew O'Neal	20-00-2005	123.50
06/18	06/28/2018	81554	1	Redwood Memorial Chapel	20-00-2005	39.36
06/18	06/28/2018	81555	1	Noel & Bonnie Stout	20-00-2005	10.96
06/18	06/28/2018	81556	1	Baylee Taylor	20-00-2005	16.48
06/18	06/28/2018	81557	5125	Jordan Fanning LLC	25-00-2005	2,500.00
06/18	06/28/2018	81558	298	Freeman Rock, Inc	50-00-2005	1,873.76
06/18	06/28/2018	81559	4646	Frontier	10-00-2005	186.50
06/18	06/28/2018	81560	4357	Hemlock Street Properties LLC	10-00-2005	475.00
06/18	06/28/2018	81561	4526	Janell K. Howard	10-00-2005	383.34
06/18	06/28/2018	81562	4954	John Deere Financial	15-00-2005	34.25
06/18	06/28/2018	81563	202	League of Oregon Cities	10-00-2005	20.00
06/18	06/28/2018	81564	5592	Norris Body Shop	10-00-2005	139.50
06/18	06/28/2018	81565	3561	Oil Can Henry's	10-00-2005	92.96
06/18	06/28/2018	81566	687	Owen Equipment Company	25-00-2005	155.79
06/18	06/28/2018	81567	4	Thomas Howell	10-00-2005	24.00
06/18	06/28/2018	81568	4992	Police Legal Sciences, Inc	30-00-2005	1,120.00
06/18	06/28/2018	81569	5772	PowerPhone Inc	30-00-2005	763.00
06/18	06/28/2018	81570	5768	Proficient Auto Center Inc	25-00-2005	166.18
06/18	06/28/2018	81571	207	Quill Corporation	10-00-2005	114.36
06/18	06/28/2018	81572	3	Patrick Douglas	20-00-2005	92.58
06/18	06/28/2018	81573	3	Bart Kast	20-00-2005	28.81
06/18	06/28/2018	81574	5870	Rita Ritz	10-00-2005	408.32
06/18	06/28/2018	81575	5298	Sea Clear Window Cleaning	10-00-2005	150.00
06/18	06/28/2018	81576	3752	Trace Analytics, LLC	10-00-2005	88.44
06/18	06/28/2018	81577	861	Village Express Mail Center	10-00-2005	57.75
06/18	06/28/2018	81578	169	Waste Connections Inc	10-00-2005	128.00
06/18	06/28/2018	81579	670	Western Equipment & Irrigation Dist Inc	10-00-2005	331.70
Grand Totals:						<u>909,468.80</u>

Committee Vacancies

Date: July 9, 2018

Re: Vacant Volunteer Positions

Following is a list of all Commission/Committee positions and terms currently vacant:

Position	Held By	Month/ Day	Year Expires	Term/ Years
Budget #1	VACANT	2/1	2021	3
Budget #2	VACANT	2/1	2019	3