

City of Brookings

MEETING AGENDA

URBAN RENEWAL ADVISORY COMMISSION

Thursday, August 12, 2010, 3:00pm

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

A. Call to Order

B. Roll Call

C. Acceptance of Minutes for: July 8th, 2010.

D. Discussion/Action Items

1. Request for Letter of Support; "Bike-able Brookings" grant application.
2. Review supplemental FY 09-10 and adopted FY10-11 URA budgets.
3. Funding for bicycle racks.
4. Funding for picnic bench for City property adjacent to Natural Foods.
5. Funding for location map at Fred Meyers.

E. Executive Director Reports

1. Downtown Project status.
2. Railroad Street bicycle facilities.
3. Center Street parking configuration; status report.

F. Public Comments – Limit 5 minutes

G. Commissioners Comments

H. Items for Next Meeting

I. Adjourn

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

Minutes
Urban Renewal Advisory Commission
Council Chambers, 898 Elk Drive
Thursday, July 8, 2010

Call to Order: Chair Chasar called the meeting to order at 3:00 p.m.

Present: Commission Members, Pete Chasar, Dan Nachel, Donna Cramer, Don Nuss, Joyce Tromblee, Rick Bishop and Kim Banfield. Staff members present were Executive Director, Gary Milliman, Building Official, LauraLee Gray, Senior Planner, Donna Colby-Hanks, Planning Secretary, Alex Carr-Fredericks and Councilor Jake Pieper.

Minutes/Last Meeting:

June 10, 2010 minutes were approved unanimously.

Regular Agenda:

- Planning Staff gave an update on the status of bicycle and pedestrian paths and reported on funding options being pursued. A copy of the bike rack inventory for the downtown area and suggested locations for additional racks was also provided.
- Bike rack costs cannot be determined until a decision is made on how many bike paths are proposed.
- Planning Staff gave a brief history of the downtown parking requirements and ordinance changes related to same.
- Chair Chasar presented an informational sign he is working on for possible placement at Fred Meyer. The map will be provided to Kroger Foods for approval; Director Milliman will prepare a cover letter to accompany the map.

Executive Directors Report:

- Director Milliman provided the project specs and documentation related to the downtown improvement project and stated that the documents are available for review by the public or commission members. Milliman further reported that sidewalks are being constructed on Spruce Street and water main installation work is ongoing on Spruce and Willow and must be completed prior to surface work being started. A street light will need to be relocated as the location turned out to be directly in front of a merchant's window.

Commissioner comments:

- Commissioner Bishop expressed frustration with the progress of the downtown improvements and contractor response to needs of affected business people.
- Commissioner Nachel asked for an explanation of the budget related to URA; Milliman will provide copies of the budget at the next meeting.
- Commissioner Nuss asked for progress on the design of the parking lot at Center Street. Milliman reported that discussion is ongoing with ODOT; whatever configuration is approved by the Commission will need to go before the agency for final approval.
- Commissioner Tromblee asked about the time frame for replacing the street light in front of Beckley Real Estate. Milliman reported that it is on back order and he has authorized the order of two poles to facilitate a quicker replacement if one is needed in the future.
- Commissioner Bishop questioned long term parking in the City parking lot across from the theater. Milliman responded that the lot will be marked as "no parking between 12:00- 3:00 a.m." to discourage storage and long term use.

Next months meeting: August 12, 2010

- URAC budget
- Bike rack locations and cost

Adjournment: adjourned at 4:05

Respectfully submitted,

_____ (Approved at _____ meeting).

_____ (Chair or Vice Chair)

Print Name and Title.

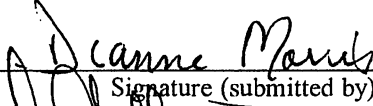
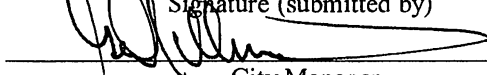
CITY OF BROOKINGS

URBAN RENEWAL ADVISORY COMMISSION

AGENDA REPORT

Meeting Date: August 12, 2010

Originating Dept: Planning Dept.


Signature (submitted by)

City Manager

Subject: Letter of support for Federal Tiger II grant application to create "Bike-able Brookings".

Recommended Motion: Approve the signing of a letter of support for submittal with the Tiger II grant application.

Financial Impact: None.

Background/Discussion: The Planning Department has been working on a draft Bicycle/ Pedestrian Master Plan for Brookings and the Urban Growth Area. A public workshop will be scheduled in Sept/ Oct. prior to hearings to adopt the Plan. To fund the creation of "Bike-able Brookings" the Department is applying for grant funds. The Tiger II grant is Federal funding for surface transportation projects. We have included the College, the Port, and Curry Transit in the Plan and have received a letter of support from each of them. Senator Merkley and Congressman DeFazio's offices have contacted the City and offered letters of support as well. Additional letters of support are being solicited from the School District, the City Council, and the Planning Commission. These letters are important as they show a broad spectrum of support in the Community for alternative transportation. The benefits of this type of a transportation/ recreation system of multi-use paths, trails, bike lanes, and shared roadways are many faceted:

- Economic – Biking tourism is the fastest growing segment of the vacation industry. Touring cyclists tend to be well-educated and earn higher incomes which translates into more vacation dollars spent in the community. Encouraging replacement of short car trips with a bike ride can significantly reduce wear and tear on City streets over the long haul, reducing repair costs.
- Environmental – Eliminate some of the short car trips and congestion, particularly around the schools.
- Health – All across our Country a lack of exercise causes many problems. All age groups can benefit from this activity. There has been a significant increase in the retirement age group that have taken up biking. Some of the many health benefits include weight control, lowered blood pressure, reduce symptoms of depression, improve cognitive abilities in children and adults, and help prevent osteoporosis and improve balance.

The Tiger II grant would provide 6.2 million dollars to construct "Bike-able Brookings". Staff is requesting the Urban Renewal Advisory Commission to approve sending the attached letter of support to accompany the grant application.

Policy Considerations: N/A

Attachment(s): Attachment "A" - Letter of Support



City of Brookings

898 Elk Drive, Brookings, OR 97415

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

www.brookings.or.us

URBAN RENEWAL ADVISORY COMMITTEE

August 12, 2010

RE: City of Brookings Tiger II Grant Application

To whom it may concern:

Brookings Urban Renewal Advisory Committee is in support of the Tiger II grant application which would provide funds to create "Bike-able Brookings". We appreciate the efforts made by Federal Agencies to help build this important component of our infrastructure. Brookings is a coastal and river tourist destination. Enhancing and expanding our bicycle/ pedestrian facilities will be an economic boon as well as serving our populace with alternate means of transportation and offer a healthy recreational opportunity for everyone, from our students to our large retirement population. This facility would provide a non-motorized means of travelling from our new community college at the northern boundary of City to the commercial/ residential areas of town, the schools, parks, Port of Brookings-Harbor, and on to the Oregon/ California border- approximately 18 miles of multi-use paths, trails, bike lanes, and shared roadways

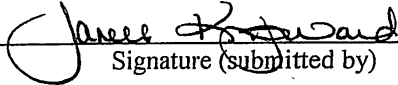
Thank you for the opportunity to express our support for this valuable project.

Sincerely,

Pete Chasar
Chair, Urban Renewal Advisory Commission

CITY OF BROOKINGS
URBAN RENEWAL ADVISORY COMMITTEE
AGENDA REPORT

Meeting Date: August 12, 2010



Signature (submitted by)

Originating Dept: ASD

Executive Director Approval

Subject:

2010-11 Adopted Budget and Final 2009-10 Budget.

Background /Discussion:

Attached is the 2010-11 Adopted Budget for the Urban Renewal Agency of the City of Brookings. The Adopted Budget is the far right column.

Also included on this report is the Final 2009-10 Budget. This is the third column from the left; the column directly to the left of the description.



ADOPTED ANNUAL BUDGET

URBAN RENEWAL AGENCY

Fiscal Year
2010-2011

CITY OF BROOKINGS
URBAN RENEWAL AGENCY FUND

SECOND PRECEDING YR 2007-08	FIRST PRECEDING YR 2008-09	ADOPTED BUDGET YR 2009-10	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT PROPOSED BY OFFICER	BUDGET FOR NEXT APPROVED BY COMMITTEE	BUDGET FOR NEXT ADOPTED BY GOVERNING BODY
0	0	3,250,000	NET WORKING CAPITAL	75-09-4910	2,430,000	2,430,000	2,430,000
8,445	7,824	4,000	PROPERTY TAX PRIOR - UR	75-01-4010	15,000	15,000	15,000
5,639	8,093	5,000	INTEREST INCOME	75-06-4115	5,000	5,000	5,000
0	3,400,000	0	PROCEEDS FROM BOND ISSUES/LOAN	75-06-4210	0	0	0
332,671	375,293	344,500	PROPERTY TAX CURRENT - UR	75-01-4005	441,583	441,583	441,583
346,755	3,791,209	3,603,500	SUBTOTAL		2,891,583	2,891,583	2,891,583
346,755	3,791,209	3,603,500	TOTAL RESOURCES		2,891,583	2,891,583	2,891,583
<u>GENERAL</u>							
MATERIALS AND SERVICES:							
42	2,780	0	OPERATING SUPPLIES	75-10-6030	0	0	0
0	0	88,591	AGENCY MANAGEMENT	75-10-6080	92,398	50,000	50,000
16,027	32,414	275,000	CONTRACT SERVICES	75-10-6090	105,000	105,000	105,000
16,069	35,193	363,591	TOTAL MATERIAL AND SERVICES		197,398	155,000	155,000
CAPITAL OUTLAY:							
261,227	51,887	20,000	IMPROVEMENTS	75-10-7005	28,900	28,900	28,900
8,025	279,472	2,879,595	CONSTRUCTION	75-10-7025	2,429,097	2,471,495	2,471,495
269,252	331,359	2,899,595	TOTAL CAPITAL OUTLAY		2,457,997	2,500,395	2,500,395
TRANSFERS OUT:							
29,698	50,662	0	GENERAL FUND SUPPORT	75-10-8505	0	0	0
0	540,000	340,314	TRANSFER OUT-DEBT SERVICE FUND	75-10-8530	236,188	236,188	236,188
29,698	590,662	340,314	TOTAL TRANSFERS OUT		236,188	236,188	236,188
315,019	957,215	3,603,500	TOTAL GENERAL		2,891,583	2,891,583	2,891,583
315,019	957,215	3,603,500	TOTAL FUND EXPENDITURES		2,891,583	2,891,583	2,891,583

CITY OF BROOKINGS
URBAN RENEWAL AGENCY DEBT


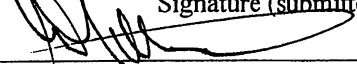
SECOND PRECEDING YR 2007-08	FIRST PRECEDING YR 2008-09	ADOPTED BUDGET YR 2009-10	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT PROPOSED BY OFFICER	BUDGET FOR NEXT APPROVED BY COMMITTEE	BUDGET FOR NEXT ADOPTED BY GOVERNING BODY
0	0	265,000	NET WORKING CAPITAL	76-09-4910	380,000	380,000	380,000
0	8,285	0	INTEREST INCOME	76-06-4115	2,000	2,000	2,000
0	8,285	265,000	SUBTOTAL		382,000	382,000	382,000
			FUND TRANSFER IN:				
0	540,000	340,314	TRANSFER IN - URBAN RENEWAL	76-09-4571	236,188	236,188	236,188
0	540,000	340,314	TOTAL TRANSFERS IN		236,188	236,188	236,188
0	548,285	605,314	TOTAL RESOURCES		618,188	618,188	618,188
			DEBT SERVICE				
			MATERIALS AND SERVICES:				
0	0	2,000	LEGAL/ADMINISTRATIVE SERVICES	76-22-6065	0	0	0
0	0	2,000	TOTAL MATERIAL AND SERVICES		0	0	0
			DEBT SERVICE:				
0	110,000	110,000	PRINCIPAL PAYMENTS	76-22-8005	130,000	130,000	130,000
0	135,994	153,314	INTEREST PAYMENTS	76-22-8010	148,188	148,188	148,188
0	245,994	263,314	TOTAL DEBT SERVICE		278,188	278,188	278,188
			CONTINGENCIES/UNAPPROPRIATED:				
0	0	340,000	RESTRICTED RESERVES	76-22-9250	340,000	340,000	340,000
0	0	340,000	TOTAL CONTINGENCIES/UNAPPROPRIATE		340,000	340,000	340,000
0	245,994	605,314	TOTAL DEBT SERVICE		618,188	618,188	618,188
0	245,994	605,314	TOTAL FUND EXPENDITURES		618,188	618,188	618,188

CITY OF BROOKINGS

URBAN RENEWAL ADVISORY COMMITTEE AGENDA REPORT

Meeting Date: August 12, 2010

Originating Dept: Building Official


Signature (submitted by)

Executive Director Approval

Subject: Bicycle Rack Installation

Recommended Motion: If the URAC wishes to proceed with this project, motion to recommend to the Urban Renewal Agency that they authorize an expenditure of \$7,800.00 for the implementation of a bicycle rack installation project at nine locations within the project area at locations recommended by the URAC.

Financial Impact: \$7,800.00 in tax increment funds would be used to fund this project.

Background/Discussion:

The URAC has discussed the possible installation of bicycle racks at several locations within the Urban Renewal Area. Various bicycle rack designs were reviewed. Of the 11 proposed locations, nine are located within the Urban Renewal Area. The estimated cost for purchase and installation of nine bicycle racks is \$7,800.00. Three locations are on private property and the Agency would need to secure property owner consent through an easement to install and maintain the bicycle racks at these locations.

Attachment(s): Bike parking facility inventory, current and proposed locations.

Bike Parking Facilities

Existing Locations

Bikes
Accommodated

Easy Manor Park	5
K School	50
High School	4
Middle School	28
SWOCC	3 (6)
Azalea Park	8
Library	5 (8)
Post Office	4
Fred Meyer	10
Sports Complex (Bud Cross Park)	14
SWOCC Campus (proposed)	14

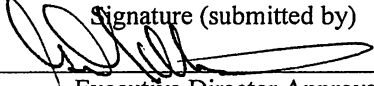
Proposed New Locations

Boulder Park
Greyhound Bus Station (private)
Hemlock Plaza (private)
Bankus Park
Mill Beach
Chetco Point Park
Downtown Parking Lot
City Hall
623 Chetco ROW
Central Building (private)
Harris Beach State Park (state)

CITY OF BROOKINGS
URBAN RENEWAL ADVISORY COMMITTEE
AGENDA REPORT

Meeting Date: August 12, 2010

Originating Dept: Building Official

Signature (submitted by)


Executive Director Approval

Subject: Picnic Bench at City property adjacent to Natural Foods

Recommended Motion: If the URAC desires to proceed with this project, motion to recommend to the Agency that they authorize the expenditure of \$3,472.00 for the installation of a picnic bench and litter receptacle on City property adjacent to Natural Foods, 630 Fleet Street.

Financial Impact: \$3,472.00 in tax increment funding would be used for this project.

Background/Discussion:

The URAC has discussed the possible installation of a picnic bench on City property adjacent to Natural Foods at several meetings. The estimated cost of purchase and installation of a picnic bench and litter receptacle is \$3,472.00. The project would include installation of a concrete pad, purchase and installation of the bench and litter receptacle.

CITY OF BROOKINGS
URBAN RENEWAL ADVISORY COMMITTEE
AGENDA REPORT

Meeting Date: August 12, 2010

Originating Dept: Chair

Signature (submitted by)

Executive Director Approval

Subject: Location map at Fred Meyer

Recommended Motion: If the URAC wishes to proceed with this project, motion to recommend to the Urban Renewal Agency that they authorize the expenditure of sufficient funds to undertake the preparation and installation of a locations map in the Fred Meyer store.

Financial Impact: Tax increment funding would be used to pay the cost of the project.

Background/Discussion:

URAC Chairman Pete Chasar has developed a project to install a "points of interest" location map in the lobby of the Fred Meyer store. This project was discussed at the July meeting. Chasar has secured permission from the store manager to install the sign, and has obtained an estimate of the cost of the sign, which he will present at the meeting.



469-9127

Proposal

DATE 8/6/2010

Brookings Signs & Graphics
P.O. Box 1096 - Brookings, Oregon
Phn: 541-469-9127 Cell: 541-661-2309
E-Mail: Tom@BSandG.com
Web Pages: **BSandG.com**
Shop Location: 209-B Wharf Street

Proposal No: 2010050601

Ordered on Date:

Project Number:

Invoiced On:

Bill to:

CITY of Brookings
AS PER Pete Chasew

Ship to:

We propose to furnish labor and materials in strict accordance with the plans and specifications as follows.

P.O. Number	TERMS	BILL DUE	REP	SHIP DATE	SHIP VIA	WEIGHT	PROJECT	PHONE NUMBER
ITEM NO.	DESCRIPTION				UNIT	QNT	RATE	AMOUNT
P.U.C. MHW	w 36" x 48" H							
Printing	Extend Grade Vinyl w/clear laminate MHW installed on P.U.C. Material				Sq Ft.	12	10.00	120.00
P.U.C.	Detail 1/4" P.U.C. Material.				Sq Ft.	12	7.90	93.15
ADJUSTERS. Journeyman Designer.	Digitize Art work for Printing. (1 TIME CHARGE)				Hour	6	66.50	399.00

Established clients receive their usual TERMS unless otherwise specified on this order or the final invoice.
For new clients, unless otherwise specified, TERMS are cash on delivery (COD).
Brookings Signs & Graphics reserves the right to require TERMS of 1/2 down and 1/2 upon delivery.
Unless otherwise specified, SHIP DATE will be 10 working days (about 2 weeks) after the order is signed.
Unless otherwise specified, orders will be picked up by the client at the Brookings Signs & Graphics shop at 209-B Wharf Street, Brookings, Oregon. Otherwise, additional freight, delivery and/or install fees will apply.

Note: Subsequent orders would be, # 213 75 H-1
RUSH ORDERS are subject to a premium charge of 2.5% per day under 10 working days.

Premium Discount % Discount

NOT A BILL...Copy of Proposal for Sign and or Graphic job

SUBTOTAL:
= ADJ. TOTAL:
%SALES TAX:
SHIPPING:

JOB TOTAL: 612.75

Actual due date will depend upon terms and date of final invoice. Payment will be due on or before:

CONDITIONS:
A late payment charge of 0.8% per month may be applied to all unpaid amounts carried forward after the bills due date. A fee of \$10.00 will be charged for any check returned by your bank. Bills not paid within 90 days of due date may be turned over to a collection agency. It is understood and agreed that Brookings Signs & Graphics, its officers, owners or employees shall not be held liable for any loss, damage or delays occasioned by fire, strikes, or material stolen after delivery upon premises or customer pickup at our shop, lockouts, acts of God, or the public enemy, accidents, boycotts, material shortages, disturbed labor conditions, delayed delivery of materials from Sellers suppliers, force majeure, inclement weather, flood, freight embargoes, causes incident to national emergencies, wars, or other causes beyond the reasonable control of seller, whether of like or different character, or other causes beyond his control. Prices quoted in this contract are based upon present prices and upon condition that the proposal will be accepted within thirty days. Also general conditions which are standard for the sign industry and specialty contractors in the construction industry. MATERIALS SUPPLIED BY CLIENT: Brookings Signs & Graphics can not be held responsible for the eventual condition of materials supplied by the client. This includes, but is not limited to, new and used materials, areas of existing signs, vehicles, buildings or equipment where lettering, art or other items are to be removed or replaced, and similar materials. COPY RIGHTS: All original designs by Brookings Signs & Graphics or its staff remain the copyrighted property of Brookings Signs & Graphics until released in writing. All rights are reserved. Rights for use specified in final invoice are transferred to client upon payment in full.

SUBMITTED

ACCEPTED

Completion Due: DONE:



City of Brookings

898 Elk Drive, Brookings, OR 97415

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

www.brookings.or.us

URBAN RENEWAL ADVISORY COMMITTEE

July 9, 2010

Mr. Matt Galli
Fred Meyer Store Director Operations
325 5th Street
Brookings, OR 97415

Dear Mr. Galli:

Attached is a one-quarter scale conception layout for a proposed Brookings informational map that shows important community sites and facilities.

We are proposing that a full-size (approx. 36" wide x 48" high) version of this map be permanently hung at a prominent location within the Brookings Fred Meyer store to serve as a basic guide for visitors and your customers new to the community.

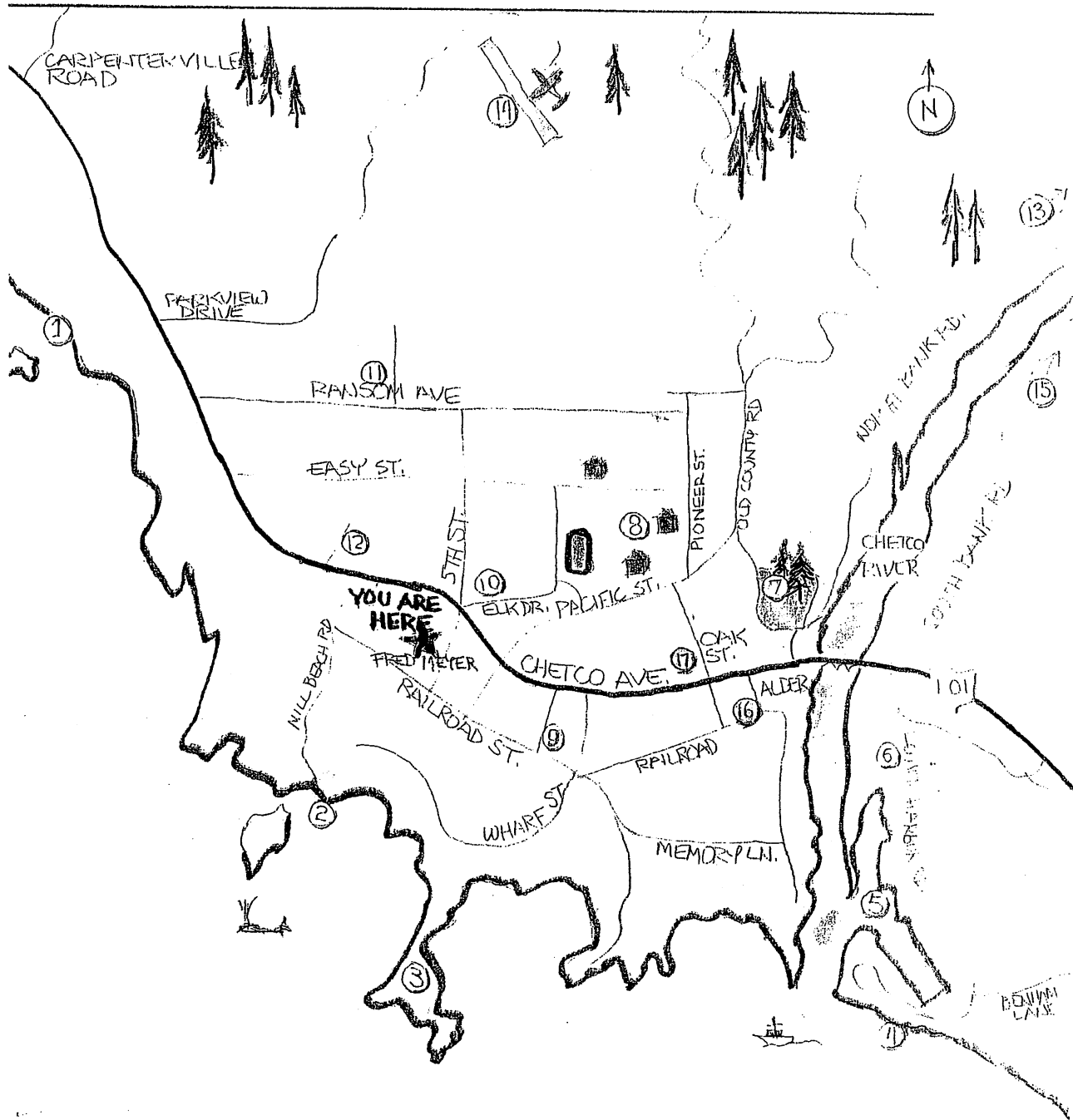
We sincerely hope that you and Fred Meyer corporate management will approve this request, as the Fred Meyer store here is a broadly-used community resource and placing this map there will provide a valuable community service.

Best regards,

Pete Chasar, Chairman
Brookings Urban Renewal Advisory Commission

Approved TO Post
8/6/10 Mary DID

WHERE I, S AT IN BROOKINGS



- 1 Harris Beach State Park
- 2 Macklin Cove
- 3 Chetco Point Park
- 4 Sporthaven Beach
- 5 Port of Brookings-Harbor
- 6 Chamber of Commerce

- 7 Azalela Park, Capella, Kidtown
- 8 Brookings-Harbor Schools
- 9 Post Office
- 10 City Hall, Police, Fire
- 11 Bud Cross Park, Pool, Skate Park
- 12 Chetco Activity Center

- 13 Loeb State Park, Redwood Trail
- 14 Brookings Airport
- 15 Salmon Run Golf Course
- 16 Chetco Library
- 17 Stout Park, Model Railway



MEMORANDUM

Office of the City Manager

GARY MILLIMAN

City Manager

Credentialed City Manager

International City Management Association

TO: URA, URAC

DATE: August 9, 2010

SUBJECT: Downtown Project Status

Following is a status report as of this date on the downtown street improvement project.

Overall construction is at approximately 41 per cent complete. Sewer replacement work is substantially complete. The City deleted the 18-inch sewer interceptor line on Willow. After the project was awarded, the City initiated design on the new sewer interceptor from Chetco Avenue to the wastewater treatment plant. The alignment of this new interceptor will now continue on Oak Street to Railroad Street rather than making a cut-over to Willow Street at Hemlock; engineering is also evaluating the installation of a single, larger line rather than a parallel line. The original design was to parallel the existing 18-inch interceptor. However, there is no operational reason for this alignment. Additionally, the intersection of Hemlock and Willow where this line was to pass through has a large number of other water, sewer, storm drain and utility conduit lines, including the CCEC main line, which would have made the installation of a new sewer line difficult. Manholes already purchased for this part of the project will be retained for use in other projects.

As a part of a larger water system improvement project, the City added two segments of new water main on Willow Street and Spruce Street. These improvements will facilitate better service to the Memory Lane, Railroad Street and Del Norte Street water main improvement project scheduled to begin later this month. The additional water main installation cost will be paid for from water loan funds, and not URA funds. This work is complete and the new mains are in service.

Final paving has been completed on Wharf Street and Spruce Street between Center and Wharf Streets.

Storm drain work is about 75 per cent complete. The major items remaining are catch basin laterals, several catch basin structures and two manholes.

Utility conduit runs have been completed in Spruce Street and some additional conduit work remains to be completed on Willow Street. We estimate that conduit installation for all three utilities (CCEC, Verizon and Charter) is approximately 85 per cent complete. Coos Curry Electric has been doing a good job keeping up with the conduit construction, and has activated about 60 per cent of the completed conduits. About 50 per cent of the overhead-to-underground conversions are complete. Neither Charter or Verizon have started work installing wire/line in the installed conduits. Charter reports they expect to start work this week. Verizon will not begin work until all of the conduit installation is complete. We have had to relocate

some existing poles to allow street/underground work to continue while also continuing to provide utility service to customers.

Street light locations have been marked and connection borings were in progress this week. Two locations were changed due to conflicts with adjacent properties (i.e., in front of windows).

Last week, we encountered a problem with soil conditions about mid-block on Spruce Street between Wharf and Fern. This has required additional excavation and placement of base rock material. The estimated cost of the additional dig-out on Spruce was \$10,000. However, the actual cost is trending below the estimate by about \$4,000 as the contractor has been able to re-use material being excavated from Fern Street. We anticipate that a base lift (first of two layers) of asphalt will be installed on Spruce Street between Fern and Wharf during the week of August 16. The contractor is encountering similar soil conditions on Fern Street, which will require additional over-excavating and placement of base material.

Base excavation is expected to begin on Spruce Street between Willow and Fern this week.

On Friday of last week, we encountered a problem with the existing water lines on Fern Street. The elevation of the water line between Railroad and Hemlock is higher than anticipated, which means that the amount of cover over the line would be less than adequate to provide protection from surface traffic damage (12 inches). This pipe is four-inch cast iron. Between Hemlock and Chetco, the water main is located within the area where over-excavation is to be done because of poor soil conditions. It is also shallower than anticipated, but would just meet minimum cover requirements. The pipe is seven-inch AC, an odd-size. The engineer expressed concern that the line could not be adequately protected during the street dig-out and re-compaction. On Friday, I authorized the contractor to replace these water mains, changing the grade as necessary, with eight-inch C900 PVC pipe. This is expected to add about \$22,000 to the project cost, and will delay road construction work on Fern Street by about a week. Even so, curb installation on Fern Street is expected to commence this week. The contractor estimates they will begin placing a base lift of asphalt on Fern Street the week of August 30.

The City Public Works Crew has been assisting with some water service connections. The Crew has also responded to some water line breaks and construction-related customer service issues.



MEMORANDUM

Office of the City Manager

GARY MILLIMAN

City Manager

Credentialed City Manager

International City Management Association

TO: URAC

DATE: August 6, 2010

SUBJECT: Railroad Street Bicycle Lane

The City is submitting a grant application under the federal TIGER II infrastructure facilities program, seeking funding to construct a bicycle route through the City from the new college site to McVay State Park. This project would include improvements to Railroad Street, including the installation of a bicycle lane.

The Oregon Department of Parks and Recreation is holding public workshops during August on a strategy for filling gaps in the Oregon Coast Trail route. One of the alternatives they are considering is designating Railroad Street as a part of the Oregon Coast Trail. If this is approved, it would greatly enhance our competitiveness in securing funding for a bicycle and pedestrian facility along Railroad Street...and the State itself may include funding for this project in their agency budgets. We have corresponded with the State in support of this proposal and plan to attend the public workshop in North Bend on August 25.

The City submitted an application for funding under the ODOT "Modernization" grant program for reconstruction of Railroad Street to include a relocated and improved bicycle lane. ODOT determined that Railroad Street is not eligible under this program because it is not classified as an arterial street in the City's Transportation System Plan.



MEMORANDUM

Office of the City Manager

GARY MILLIMAN

City Manager

Credentialed City Manager
International City Management Association

TO: URAC

DATE: July 29, 2010

SUBJECT: Center Street Parking Lot

I have been in contact with ODOT staff concerning a possible change in configuration for the Center Street parking lot.

They have no objection to making the parking lot* one-way with the entrance at Center Street. The City would be required to pay for modification of the traffic signal, i.e., to remove two signal heads and the signal arm, "at some point." The signal heads would be bagged initially. ODOT staff said they would provide a cost estimate for the signal modification after the City requests the change; I have sent a letter to the Area Manager requesting an estimate in advance.

The City Engineer developed two alternative plans for the marking the lot, one with a one-way "in" configuration and one with two-way traffic. As a practical matter, the two-way configuration does not really work as it moves the front of the parked vehicles right up to the adjacent building (insufficient protection for the building) and presumes that everyone would tightly and neatly park fully into their spaces with standard-length vehicles. It also puts the outbound travel lane out of alignment with the traffic signal activation loop.

The one-way configuration shows seven marked spaces to City standards, but the space nearest the entrance may need to be eliminated because ODOT does not want vehicles backing out of a marked space onto the sidewalk.

While visiting the site with the City Engineer, we noted 13 vehicles parked in this same area. We also observed a service trailer being stored on the site, one passenger vehicle that was covered by a tarp...and having obviously been in the same location for several days...and one long-bed pickup truck that extended at least half-way into the "travel lane" if this was a two-way configuration.

Suggested Strategy: Mark the parking lot for one-way "in" traffic, post better public parking signs, post the lot for limited parking (i.e. 2-hour or 4-hour; we have asked the Brookings Merchants Association for comments), bag the traffic signals, resurface the lot (including the portion owned by His Haven of Hope) and **don't mark parking spaces**. This would provide an opportunity to try out the new configuration, and would preserve the existing, while unorganized, vehicle capacity of the lot.

*Note that this property is actually a street, like Fleet Street, which is used as a parking lot. ODOT considers the parking lot a street.

Gary Milliman

From: Mike Erickson [merickson@dyerpart.com]
Sent: Monday, June 28, 2010 5:30 PM
To: Gary Milliman
Subject: FW: Center Street
Attachments: OPTION C.pdf; Center Street Parking Improvements.xls

Hi Gary

After discussing this with you and looking at a couple of the comments that Ray Lapke (ODOT) had, I thought I would try to squeeze in perpendicular parking. I left the travel lane two-way. By placing the parking perpendicular, this alleviates some of ODOT concerns with vehicles backing out across a portion of the sidewalk for parking spot 7 in Option B.

As you are aware, this sort of mirrors how it is currently being used, but with widening the road a little on the north end, we can get a few more spaces. We will need one more easement on the north as well. I also included a cost estimate for your review as well. Broke the cost estimate into two parts, however I am not sure if we want to put all of the private part on the owners since we will need 4 feet of this to get the roadway thru.

Take a look and let me know.

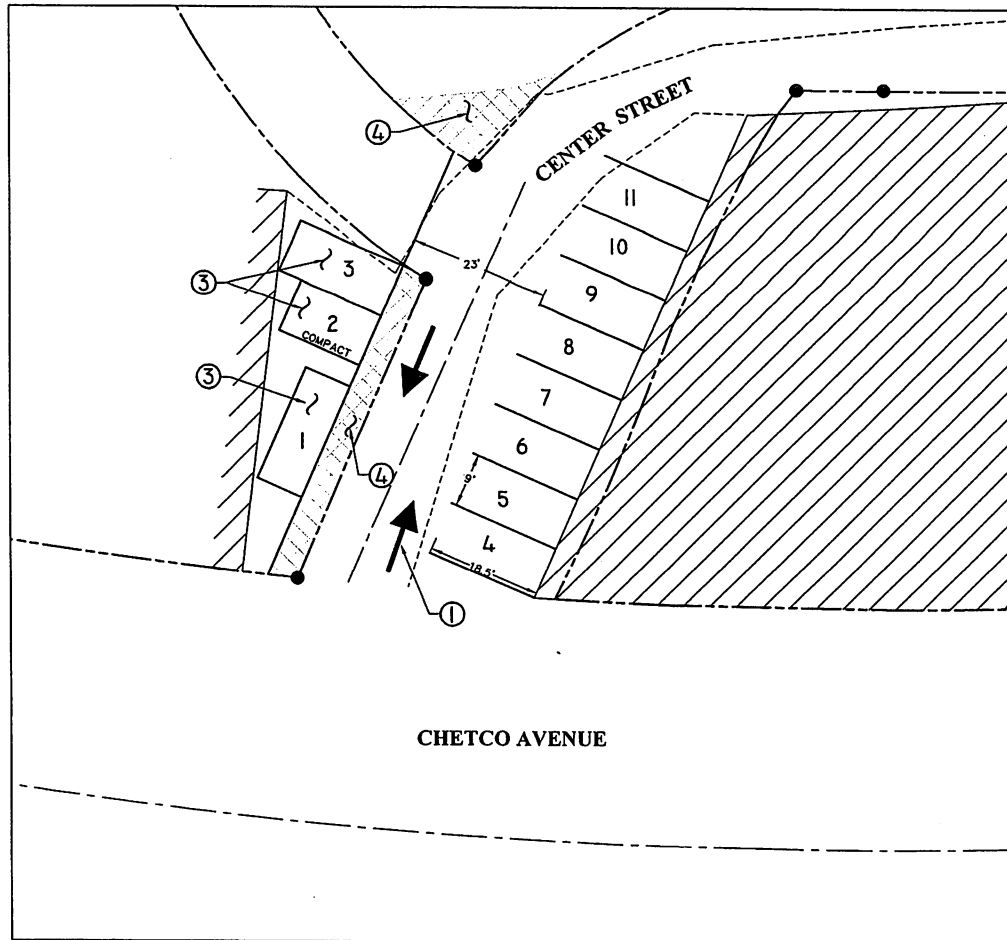
Michael Erickson, PE PLS
The Dyer Partnership
Engineers and Planners
1330 Teakwood Drive
Coos Bay, OR 97420

From: Jessica Spann [mailto:jspann@dyerpart.com]
Sent: Monday, June 28, 2010 3:50 PM
To: merickson@dyerpart.com
Subject: Center Street

Mike,

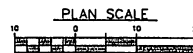
Here is Parking Option C drawing.

~ Jessica



COMMENTS

1. PARKING BASED ON ROAD BEING A TWO-WAY ROAD.
2. TRAFFIC SIGNAL LOOPS WILL NEED TO BE DEACTIVATED ON NORTH SIDE OF CHETCO AVENUE.
3. EASEMENTS ARE NEEDED FOR PARKING SPACES 1, 2 & 3.
4. NEED TO ACQUIRE ROADWAY EASEMENT.



PLAN VIEW

1
P3



REVISIONS				
REVISED	DESCRIPTION	SUBMIT	APPROV	DATE

DESIGNED:
DRAWN:
CHECKED:
APPROVED:

THE DYER PARTNERSHIP
ENGINEERS & PLANNERS, INC.
1330 TEAKWOOD AVENUE
WOODS BAY, OREGON 97420
TELEPHONE: (541) 269-0732
www.dyerpart.com

LINE IS 1/8" INCH
AT FULL SCALE
IF NOT 1/8" INCH - SCALE ACCORDINGLY

CENTER STREET
CITY OF BROOKINGS
PARKING OPTION C

PROJECT NO.	DRAWING NO.
145.00A	P3
DATE	SHEET NO.
JUNE, 2010	1 OF ?

City of Brookings
Center Street Parking Improvements

June 28, 2010.

City Portion

No.	Description	Quantity	Unit	Unit Cost	Item Cost
1	Construction Facilities And Temporary Controls	All	LS	\$4,000.00	\$4,000
2	Demolition	All	LS	\$4,100.00	\$4,100
3	Foundation Stabilization	30	CY	\$50.00	\$1,500
4	Roadway Excavation	150	CY	\$20.00	\$3,000
5	Catch Basins	3	Each	\$1,200.00	\$3,600
6	12" Storm Drain Class III Backfill	130	LF	\$40.00	\$5,200
7	Concrete Driveway R & R	100	SF	\$15.00	\$1,500
8	Valley Gutter	60	LF	\$40.00	\$2,400
9	AC Pavement	80	Ton	\$120.00	\$9,600
10	Aggregate Base	220	Ton	\$25.00	\$5,500
11	Parking Bumpers	10	Each	\$150.00	\$1,500
12	Traffic Sensor Replacement	4	Each	\$600.00	\$2,400
13	Curb Type Retaining Wall	25	LF	\$80.00	\$2,000
14	Striping	All	LS	\$700.00	\$700
Total Construction Cost					\$47,000
Engineering					\$9,400
Contingency					\$8,500
Legal & Administration					\$1,400
Total Project Cost (City Portion)					\$66,300

Private Portion

No.	Description	Quantity	Unit	Unit Cost	Item Cost
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