

# City of Brookings

## MEETING AGENDA

### **CITY COUNCIL**

**Tuesday, November 12, 2019, 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. Ceremonies**

1. World Candle Lighting Day Proclamation [Pg. 2]

#### **E. Oral Requests and Communications from the audience**

(Public Comments on non-agenda items – 5 minute limit per person.\*)

#### **F. Consent Calendar**

1. Approve Council minutes for October 28, 2019 [Pg. 3]
2. Approve Special Council minutes for November 4, 2019 [Pg. 5]
3. Accept Planning Commission minutes for October 1, 2019 [Pg. 6]
4. Accept Resignation from City Attorney [Pg. 8]

#### **G. Staff Reports**

1. 5K Jingle Dash Fun Run Event Waiver [PW/DS, Pg. 9]
  - a. Event Description & Proposal [Pg. 10]
2. City Attorney Services [City Manager, Pg. 11]
  - a. Draft Engagement Letter [Pg. 12]
3. Future City Attorney Services [City Manager, Pg. 15]

#### **H. Informational Non-Action Items**

1. October Vouchers [Pg. 16]
2. Committee Vacancies [Pg. 20]

#### **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](http://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 72 hours advance notification. Please contact 469-1102 if you have any questions regarding this notice.

# City of Brookings *Proclamation*

**WHEREAS**, every year in the United States nearly 150,000 infants, children, teens, and young adults die and countless tens of thousands are born still or are miscarried; and

**WHEREAS**, we recognize that our children are our country's, our state's, and our city's most valuable resource; and

**WHEREAS**, the work of local chapters of The Compassionate Friends provides a caring environment in which bereaved parents, siblings, and grandparents can work through their grief with the help of others traveling the same road; and

**WHEREAS**, The Compassionate Friends Worldwide Candle Lighting the second Sunday in December has become a symbolic day when these children are remembered around the globe.

**NOW, THEREFORE BE IT RESOLVED**, that I, Jake Pieper, Mayor of the City of Brookings, do hereby proclaim the second Sunday in December, as

## *Worldwide Candle Lighting Day*

**BE IT FURTHER RESOLVED**, that all residents are encouraged to observe this day by lighting a candle for one hour at 7 p.m. the second Sunday of December in support of bereaved families in the City of Brookings and participate in other appropriate activities in remembrance of all children who have died.

***In Witness Whereof***, I, Mayor Jake Pieper, do hereto set my hand and cause the official seal of the City of Brookings, Oregon, to be affixed this 12<sup>th</sup> day of November, 2019.

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Mayor Jake Pieper

# **City of Brookings**

## **CITY COUNCIL MEETING MINUTES**

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

**Monday, October 28, 2019**

### **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 and John McKinney and Ron Hedenskog; a quorum present

Staff present: City Manager Janell Howard, City Attorney Martha Rice, Deputy Public Works and Development Services Director Jay Trost and Deputy Recorder Rita Ritz.

Media Present: None present

Others Present: Approximately 16 audience members

### **Scheduled Public Appearances**

*Dani Padilla, Park Manager – Loeb State Park*

Dani Padilla, Park Manager of Harris Beach Management Unit addressed Council regarding upcoming changes to Loeb State Park. As of January 1, 2020 the park will begin accepting reservation on the state website.

### **Oral Requests and Communications from the audience**

1. Gordan Clay of P.O. Box 12 addressed Council with information on Suicide Awareness and Prevention Council an extended an invitation to join.
2. Amber Espinoza of 206 Lilac Lane informed the Council of how thankful she is for the new management of the softball fields and recognized the attentiveness Deputy Public Works and Development Service Director Jay Trost provides to leagues.

### **Consent Calendar**

1. Approve Council minutes for October 14, 2019
2. Accept TPAC Committee minutes for September 12, 2019
3. Receive monthly financial report for September 2019
4. Festival of Art in Stout Park Evaluation

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

### **Staff Reports**

*Fee Waiver Request from Curry County, for Building Permit Fees and System Development Charges (SDC) Fees, for the Brookings Head Start Project at 420 Redwood.*

City Manager Howard presented the staff report.

City Council discussed how SDC fees are not generally waived but how they would like to help support the project in some way.

**Councilor McKinney moved, Mayor Pieper seconded and Council voted 3-2 with Councilors Hodges and Hamilton and voted "Nay" to waive only the labor portion of the meter drop-in fees of \$3,100.**

*Request for Proposal (RFP) for updated System Development Charges (SDC) Study*

City Manager Howard presented the staff report.

**Councilor Hodges moved, Councilor Hedenskog seconded and Council voted unanimously to authorize the City Manager to Request Proposals for an update SDC Study.**

**Remarks from Mayor and Councilors**

Councilor Hedenskog congratulated City Manager Emeritus Gary Milliman for receiving the title of Life Member with International City/County Management Association (ICMA).

Mayor Pieper requested a report regarding the progress and status of Mill Beach.

**Adjournment**

Councilor Hedenskog moved, Councilor McKinney seconded and with all Councilors in favor Mayor Pieper adjourned the meeting at 8:06 p.m.

Respectfully submitted:

ATTESTED:  
this 12th day of November 2019:

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Jake Pieper, Mayor

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Janell K. Howard, City Recorder

# **City of Brookings**

## **SPECIAL CITY COUNCIL MEETING MINUTES**

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

**Monday, November 4, 2019**

### **Call to Order**

Mayor Pieper called the meeting to order at 4:00 PM

### **Roll Call**

Council Present: Mayor Jake Pieper, Councilors Bill Hamilton, Brent Hodges, Ron Hedenskog, and John McKinney; a quorum present

Staff present: City Manager Janell Howard, Lieutenant Donny Dotson, Public Works and Development Services Director Tony Baron, RARE participant Erik Orta and Deputy Recorder Rita Ritz.

Media Present: None

Others Present: Approximately six audience members

### **Staff Reports**

*Service Agreement with Curry Health Network (CHN) for Public Safety Services*

City Manager Howard presented the staff report.

The following individual addressed Council in opposition of the service agreement

1. Teresa Lawson of 820 Brookhaven Dr

Councilors agreed unanimously in support of agreement.

**Councilor Hedenskog moved, Councilor Hodges seconded and Council voted unanimously to authorize the City Manager to sign the Services Agreement with Curry Health Network.**

### **Remarks from Mayor and Councilors**

None

### **Adjournment**

Councilor Hedenskog moved, Council McKinney seconded and all Councilors in favor. Mayor Pieper adjourned the meeting at 4:20 pm.

Respectfully submitted:

ATTESTED:  
this 12<sup>th</sup> day of November 2019:

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Jake Pieper, Mayor

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Janell K Howard, City Recorder

## **BROOKINGS PLANNING COMMISSION MINUTES**

**October 1, 2019**

### **CALL TO ORDER**

The regular meeting of the Brookings Planning Commission was called to order by Chair Wulkowicz at 7:00 pm in the Council Chambers at Brookings City Hall followed by the Pledge of Allegiance.

### **ROLL CALL**

Commissioners Present: Tim Hartzell, Skip Hunter, Cody Coons, Clayton Malmberg and Gerald Wulkowicz

Staff Present: PWDS Director Tony Baron and Planning Tech Lauri Ziemer

Others Present: 2 audience members

### **PLANNING COMMISSION CHAIR PERSON ANNOUNCEMENTS - None**

### **PUBLIC HEARINGS**

- 4.1 In the matter of File No. **M3-1-19**, a request for a partition to divide a 0.56 acre parcel into three (3) parcels; located in the 400 block of Memory Lane and Alder Street.

There was no ex parte contact, bias, personal interest, or conflicts of interest declared and no objection to the jurisdiction of the Planning Commission to hear the matter. The public hearing was opened at 7:04 pm. PWDS Director Tony Baron reviewed the staff report.

The applicant was present and available for questions. No one spoke in opposition or requested additional time to submit materials. The public hearing was closed at 7:20 pm.

Chair Wulkowicz questioned the zoning designation and if the zone change requested in 2016 had been recorded. PWDS Director Baron advised the zone change had been allowed but not recorded as the final plat map had not been submitted. The Commission deliberated on the matter and found the application met the criteria. **Motion made by Chair Wulkowicz to approve File No. M3-1-19 authorizing a partition to divide a .56 acre parcel into three (3) parcels; located in the 400 block of Memory Lane and Alder Street; Assessor's Map 41-13-05CC, Tax Lot 4600; based on the findings and conclusions stated in the staff report and with the added condition of approval that the zoning change to R-2 that was approved by the Planning Commission on July 6, 2016 also be simultaneously recorded with the final plat. Motion seconded by Commissioner Hartzell. By a 5-0 vote the motion carried.**

**Motion made by Chair Wulkowicz to approve the Final Order regarding file M3-1-19, based on the findings and conclusions stated in the staff report and subject to the conditions of approval with the with the added condition of approval that the zoning change to R-2 that was approved by the Planning Commission on July 6, 2016 also be simultaneously recorded with the final plat; motion seconded by Commissioner Malmberg. By a 5-0 vote the motion carried.**

### **MINUTES FOR APPROVAL**

- 5.1 Minutes of regular Planning Commission meeting of September 3, 2019. **Motion made by Chair Wulkowicz to approve the minutes as presented; motion seconded by Commissioner Malmberg. By a 5-0 vote the motion carried.**

### **UNSCHEDULED PUBLIC APPEARANCES - None**

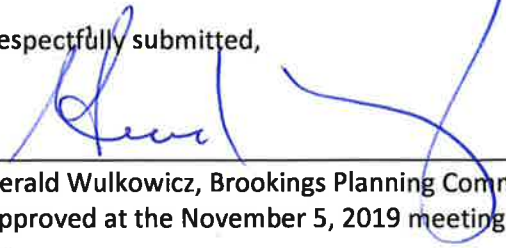
**REPORT FROM THE PLANNING STAFF** – Introduction of RARE Participant Erik Orta from Urbana, IL. Erik will be with the City for 11 months and working on the Parks Master Plan update along with other projects.

**COMMISSION FINAL COMMENTS – None**

**ADJOURNMENT**

Chair Wulkowicz adjourned the meeting at 7:28 pm.

Respectfully submitted,



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Gerald Wulkowicz, Brookings Planning Commissioner  
Approved at the November 5, 2019 meeting

# BLACK RICE & LUNA LLP

Robert N. Black, Partner  
*rblack@attyblack.com*

Attorneys at Law  
The McNulty House  
710 H Street

Martha D. Rice, Partner  
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Autumn E. Luna, Partner  
*aluna@attyblack.com*

Crescent City, CA 95531

Michael T. Taney, Associate  
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Andre L. Carpenter, Office Manager  
*acarpenter@attyblack.com*

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September 24, 2019

*VIA EMAIL AND FIRST CLASS MAIL*

Mayor Jake Pieper  
898 Elk Drive  
Brookings, OR 97415

Mayor Pieper,

Please accept this letter as my formal resignation as the City Attorney for the City of Brookings, effective 60 days from today's date (per our contract). It has been my pleasure to serve the City of Brookings for the past 10+ years. The work has been very rewarding, and I have met and worked with a lot of very talented and good-hearted people at the City.

I will be working over the next two months to assemble my files for delivery to City Hall. Please let me know if there is anything else that I can assist with during this transition.

Sincerely,



Martha D. Rice

cc: City Council  
City Manager, Janell Howard



# CITY OF BROOKINGS

## COUNCIL AGENDA REPORT

Meeting Date: November 12, 2019

Originating Dept: PWDS - Parks

Signature (submitted by)

City Manager Approval

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Subject:

5K Jingle Dash Fun Run Event Waiver

Recommended Motion:

Motion to waive event permit fees in the amount of \$40 for the 5K Jingle Dash Fun Run.

Financial Impact:

Loss of \$40.00 in fee revenue

Background/Discussion:

The Azalea Middle School 8<sup>th</sup> graders are organizing a 5K fun run to raise funds for the annual 8<sup>th</sup> grade student trip to Washington DC and to collect food for the local food bank. The event will be a healthy, fun, positive holiday community event coordinated by the 8<sup>th</sup> graders. All funds donated will assist students with their travel costs to Washington DC.

Attachment:

- a. Event Description & Proposal

## **Event Description & Proposal**

- Event Name:** **5K Jingle Dash Fun Run**
- Location:**
- Start Budcross fields - 1130 Ransom, cross the distance to Azalea park. Runs through Azalea trails - 640 Old County Rd, finishes on Bankus Field, Brookings-Harbor High School Football track.
- Date & Time:**
- Saturday – December 7th 2019, check in 8:30 a.m.
- Event:**
- 5K run/walk fund raiser & food bank food drive
- Purpose:**
- A fund raiser, put on and organized by and for a group of the students venturing on the historical 8th grade Washington DC trip. They learn all year about the civil war, historical sights, and memorials erected along the East Coast. They will observe many of them first hand on the trip.
  - Teach the youth how to work, organize, manage, and follow through with a community event.
  - Food drive for our local food bank.
  - Bring the community a fun, healthy, positive holiday activity. No traveling for locals involved.
- Contact:**
- Jenny Christensen: 541-254-1890  
Dannielle Dietrich: 541-254-1388  
Donna Fleshman: 541-661-2652  
Paul Ormen: 541-661-6307

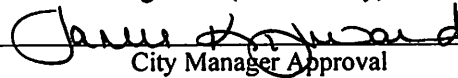
# CITY OF BROOKINGS

## COUNCIL AGENDA REPORT

Meeting Date: November 12, 2019

Originating Dept: City Manager

Signature (submitted by)

  
City Manager Approval

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Subject:

City Attorney Services

Recommended Motion:

Authorized the Mayor to sign agreement with Local Government Law Group for Interim City Attorney services.

Financial Impact:

No estimated increase over 2019-20 projected legal costs.

Background/Discussion:

City Attorney Martha Rice submitted her resignation September 24, 2019, effective 60 days from that date.

Local Government Law Group is willing to serve as Interim City Attorney pending the selection of a new City Attorney. We have used this law firm for labor negotiations over the past two negotiation cycles, and have used them for as-needed attorney services.

Attachment(s):

- a. Draft Engagement Letter – Local Government Law Group

**LOCAL  
GOVERNMENT  
LAW GROUP**

*A member of Speer Hoyt LLC*

Carolyn H. Connelly  
Christy K. Monson  
Ross M. Williamson\*  
Diana Moffat  
Rebekah Dohrman  
Mark A. Wolf  
John A. Wolf, *Of Counsel*  
\*Also Admitted in Washington

**ENGAGEMENT LETTER AND  
BILLING PROCEDURE MEMO  
FOR  
CITY OF BROOKINGS**

Thank you for considering the Local Government Law Group for Bay City's legal needs as interim general counsel. We look forward to serving you and to a mutually satisfactory relationship. The relationship between client and attorney works best when we both have a clear understanding of the firm's policies regarding legal services, the inquiry process, and our billing and payment practices. This document explains these issues. If the policies explained in this document are acceptable to you, please sign a copy of this memo and return it to the firm. If you have any questions about these matters, please don't hesitate to call us.

**Working with your Attorneys**

During the course of our representation, it is our goal to maintain open lines of communication with the City and your staff. It is also important that the City communicate with us. This will allow us to better serve you and keep the City fully informed of the status of our work.

Each legal matter is assigned a primary attorney. Your primary attorney will be Christy Monson. However, in order to take advantage of areas of expertise, your work will be assigned to other attorneys in the office or to law clerks. We anticipate that our work as interim general counsel will be conducted by phone and in writing, but be aware that all personal appearances are subject to the rates and billing procedures provided in this letter.

E-mail communication is standard practice today and is convenient for client correspondence. Much of our communications with you will be via email. However, there are some concerns with the use of email. While we take precautions to protect our email system and client confidence, there is always a risk that email privacy could be compromised. By signing below, the City understands and confirms that privileged client communications will be transmitted by email to City e-mail addresses.

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**LOCAL GOVERNMENT LAW GROUP**

975 Oak Street, Suite 700 Eugene, Oregon 97401 P (541) 485-5151 F (541) 485-5168

Please remember to provide us with any changes in your current address, telephone numbers, Council and staff members, and other relevant information to facilitate communication.

**Billing Statements and Hourly Rates**

You'll receive a monthly statement for all services we provided to your City that month. Our statements for services are simply the product of the hours worked multiplied by our staff's hourly rates. Our schedule for hourly rates for attorneys and other members of the professional staff is as follows:

- A. Attorney time: \$200.00 per hour
- B. Services requiring specialized legal skills such as labor negotiations, bond work, arbitrations and legislative advocacy. Rates for specialty legal work will not be charged unless the District has been advised and agrees to the need for a specialist relating to the project: \$210 - \$250.00 per hour
- C. Legal assistant, law clerk and paralegal time: \$75.00 per hour
- D. Litigation and Outside Counsel: To be determined

The firm's rates will be reviewed from time to time. We will inform you in advance if we adjust the rates for a future billing period.

Necessary travel will be billed at one-half of the applicable attorney fee rate, plus the IRS mileage rate. The City is responsible for all costs incurred by the firm, including but not limited to document recording fees, filing fees, service fees, court reporter fees for depositions and hearings, court trial fees, and other necessary court and office costs. However, we won't charge you for basic computer research charges, phone charges, and photocopy charges.

If we determine, in partnership with you, that a matter requires outside counsel, we will ask the outside counsel to prepare a bill for our firm to review. Once that bill has received our approval, we will forward it to you for payment. We will not work with outside counsel for specialty services without first consulting the City.

We bill for time expended on your behalf from the initial consultation to the closing of the matter. Activities requiring the expenditure of time may include office conferences, telephone discussions, preparation and review of correspondence, document preparation and review, and any other services associated with the work we have undertaken on your behalf.

Your monthly statement will indicate the amount of time spent, the attorneys who worked on the matter, and the charges for services based upon your current rates. You will

receive an itemized billing statement each month, at which time the amount billed is due and payable. A late fee of 1.5% per month will be imposed on charges not paid within 60 days after they are billed. We try to ensure that our billings are accurate and understandable. If ever you wish to discuss your bill or the legal services rendered, please don't hesitate to call Kim Sitowski in our accounting department or contact the attorney working on the matter. If we receive no questions or comments from you within 30 days of the billing statement's date, we will assume that you agree to the charges billed.

**File Closing and Relationship Wind Up**

At the conclusion of each legal matter that we handle for you, we will close your file. We may retain the file only in an electronic format. It is our practice to destroy files which remain in our possession ten years after the closure date. By signing below, the City is giving us its consent to destroy files pursuant to this policy.

We each have the right to terminate our attorney-client relationship at any time. If there is any unresolved dispute over our representation or fees and it is necessary to initiate a claim, the prevailing party will be entitled to reasonable attorney fees to be set by the court.

Again, thank you for considering the Local Government Law Group. We appreciate your business and look forward to being of service to your City.

READ AND APPROVED:

CITY OF BROOKINGS

By:

\_\_\_\_\_  
Jake Pieper, Mayor

\_\_\_\_\_  
Date

F:\Clients\Muni\Brookings, City of\General\GLG Engagement Letter - Interim General Counsel (110119) CKMkad.docx

# CITY OF BROOKINGS

## COUNCIL AGENDA REPORT

Meeting Date: November 12, 2019

Originating Dept: City Manager

Signature (submitted by)

  
City Manager Approval

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Subject:

Future City Attorney Services

Recommended Motion:

Direct City Manager to begin recruitment process for City Attorney and bring back RFP to Council for approval.

Financial Impact:

Minimal advertising cost.

Background/Discussion:

City Attorney Martha Rice submitted her resignation September 24, 2019, effective 60 days from that date. Council is taking action to appoint an interim while we recruit for a City Attorney.

I recommend that Council direct the City Manager to start the process to recruit a City Attorney. This would entail drafting a Request for Proposal (RFP), including qualifications, scope of work, specific requirements and setting approximate timeline for advertising, interviews, and appointment. I would anticipate bringing this back to Council for approval in December.

## Report Criteria:

Report type: Summary

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/19	10/22/2019	83723	4324	OGFOA	10-00-2005	330.00- V
10/19	10/03/2019	83727	5908	Amazon Capital Services	49-00-2005	1,254.31
10/19	10/03/2019	83728	5871	BALCO Uniform Co Inc	10-00-2005	1,374.08
10/19	10/03/2019	83729	5108	Brad Kelly, PT	10-00-2005	90.00
10/19	10/03/2019	83730	313	Brookings Vol Firefighters	10-00-2005	2,250.00
10/19	10/03/2019	83731	715	Budge McHugh Supply	20-00-2005	5,533.92
10/19	10/03/2019	83732	5567	CAL/OR Insurance Specialists Inc	30-00-2005	683.33
10/19	10/03/2019	83733	5937	Cascade Athletic Supply Co Inc	10-00-2005	334.02
10/19	10/03/2019	83734	193	Central Equipment Co, Inc	10-00-2005	159.55
10/19	10/03/2019	83735	5952	Chetco Auto Marine & Industrial Supply	20-00-2005	59.83
10/19	10/03/2019	83736	3834	Clean Sweep Janitorial Service	25-00-2005	2,045.00
10/19	10/03/2019	83737	5827	Coastal Investments LLC	10-00-2005	1,130.00
10/19	10/03/2019	83738	1745	Coastal Paper & Supply, Inc	10-00-2005	940.14
10/19	10/03/2019	83739	182	Coos-Curry Electric	10-00-2005	4,562.10
10/19	10/03/2019	83740	259	Da-Tone Rock Products	50-00-2005	4,937.45
10/19	10/03/2019	83741	317	DCBS - Fiscal Services	10-00-2005	744.48
10/19	10/03/2019	83742	1	David Aydelotte	20-00-2005	202.99
10/19	10/03/2019	83743	1	Priscilla Celedon	20-00-2005	211.68
10/19	10/03/2019	83744	1	Gary & Murlene Green	20-00-2005	208.67
10/19	10/03/2019	83745	1	Ceri Claridge Hyatt	20-00-2005	47.82
10/19	10/03/2019	83746	1	Nathaniel Panteloglou	20-00-2005	37.98
10/19	10/03/2019	83747	1	Elizabeth Ramirez	20-00-2005	100.06
10/19	10/03/2019	83748	5718	Don Kirk Construction Inc	50-00-2005	300.00
10/19	10/03/2019	83749	5432	First Community Credit Union	25-00-2005	812.99
10/19	10/03/2019	83750	298	Freeman Rock, Inc	50-00-2005	468.96
10/19	10/03/2019	83751	4646	Frontier	10-00-2005	110.44
10/19	10/03/2019	83752	4872	G. W., Inc.	10-00-2005	892.00
10/19	10/03/2019	83753	4989	Gaylord Klinefelter Contracting Inc	50-00-2005	4,500.00
10/19	10/03/2019	83754	5065	Gold Beach Lumber	15-00-2005	539.96
10/19	10/03/2019	83755	4518	Government Ethics Commission	10-00-2005	658.64
10/19	10/03/2019	83756	199	Richard Harper	10-00-2005	400.00
10/19	10/03/2019	83757	4357	Hemlock Street Properties LLC	10-00-2005	405.00
10/19	10/03/2019	83758	994	Hughes Fire Equipment	10-00-2005	4,577.16
10/19	10/03/2019	83759	4171	In-Motion Graphics	10-00-2005	20.00
10/19	10/03/2019	83760	162	Kerr Hardware	50-00-2005	1,260.42
10/19	10/03/2019	83761	5956	Municipal Emergency Services Inc	10-00-2005	4,436.06
10/19	10/03/2019	83762	5501	Natures Coastal Holiday	32-00-2005	2,000.00
10/19	10/03/2019	83763	4487	Net Assets Corporation	10-00-2005	564.00
10/19	10/03/2019	83764	5886	Office Depot Inc	10-00-2005	115.25
10/19	10/03/2019	83765	279	One Call Concepts, Inc	25-00-2005	52.92
10/19	10/03/2019	83766	5008	Online Information Services	10-00-2005	100.90
10/19	10/03/2019	83767	5578	Ovivo USA LLC	53-00-2005	76,941.00
10/19	10/03/2019	83768	4	Lisa Hopkins	10-00-2005	218.00
10/19	10/03/2019	83769	5101	Pitney Bowes Reserve Acct	10-00-2005	500.00
10/19	10/03/2019	83770	322	Postmaster	25-00-2005	850.00
10/19	10/03/2019	83771	5768	Proficient Auto Center Inc	10-00-2005	922.50
10/19	10/03/2019	83772	5957	Projectus Inc	50-00-2005	18,597.00
10/19	10/03/2019	83773	3	Paragon Property Management	20-00-2005	61.94
10/19	10/03/2019	83774	142	Tidewater Contractors Inc	10-00-2005	492.94
10/19	10/03/2019	83775	2863	Verizon Wireless	10-00-2005	498.19
10/19	10/03/2019	83776	861	Village Express Mail Center	10-00-2005	6.09
10/19	10/03/2019	83777	2122	Cardmember Service	10-00-2005	4,955.92
10/19	10/10/2019	83778	4058	44Mag Distributing LLC	10-00-2005	719.95

M = Manual Check, V = Void Check



GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/19	10/10/2019	83779	5908	Amazon Capital Services	10-00-2005	119.48
10/19	10/10/2019	83780	2407	Blue Star Gas	10-00-2005	1,329.35
10/19	10/10/2019	83781	416	Brookings Lock & Safe Inc	10-00-2005	130.00
10/19	10/10/2019	83782	5822	Chaves Consulting Inc	49-00-2005	370.20
10/19	10/10/2019	83783	183	Colvin Oil Company	10-00-2005	2,529.11
10/19	10/10/2019	83784	5939	Country Media Inc	10-00-2005	258.50
10/19	10/10/2019	83785	185	Del Cur Supply	15-00-2005	149.95
10/19	10/10/2019	83786	1	Peter Hendrickson	20-00-2005	144.28
10/19	10/10/2019	83787	1	Tim Lycett	20-00-2005	88.21
10/19	10/10/2019	83788	1	V. Ann Mandeville	20-00-2005	172.77
10/19	10/10/2019	83789	1	Cindy Ordaz	20-00-2005	145.17
10/19	10/10/2019	83790	1	Donald Pariseau Jr	20-00-2005	196.24
10/19	10/10/2019	83791	1	Courtney Ramirez	20-00-2005	9.44
10/19	10/10/2019	83792	5718	Don Kirk Construction Inc	52-00-2005	2,487.50
10/19	10/10/2019	83793	4894	Anella Ehlers	10-00-2005	178.34
10/19	10/10/2019	83794	3342	Fastenal	25-00-2005	242.72
10/19	10/10/2019	83795	153	Ferrellgas	25-00-2005	179.15
10/19	10/10/2019	83796	4646	Frontier	30-00-2005	123.50
10/19	10/10/2019	83797	5452	Pamela Ganey	10-00-2005	123.00
10/19	10/16/2019	83798	5172	Gowman Electric, Inc	50-00-2005	.00 V
10/19	10/10/2019	83799	139	Harbor Logging Supply	20-00-2005	70.50
10/19	10/10/2019	83800	5947	Hilton Garden Inn Eugene/Springfield	10-00-2005	436.00
10/19	10/10/2019	83801	4171	In-Motion Graphics	10-00-2005	75.00
10/19	10/10/2019	83802	2834	Kelby McCrae	10-00-2005	196.35
10/19	10/10/2019	83803	4269	Gary Milliman	10-00-2005	15.66
10/19	10/10/2019	83804	5956	Municipal Emergency Services Inc	10-00-2005	123.20
10/19	10/10/2019	83805	340	NFPA	10-00-2005	175.00
10/19	10/10/2019	83806	5886	Office Depot Inc	10-00-2005	172.80
10/19	10/10/2019	83807	252	Paramount Pest Control	10-00-2005	55.00
10/19	10/10/2019	83808	5958	John Pariani	10-00-2005	155.00
10/19	10/10/2019	83809	4	Michelle Jencks Brown	10-00-2005	218.00
10/19	10/10/2019	83810	4	Vaneza Lee	10-00-2005	218.00
10/19	10/10/2019	83811	4	Joan Willis	10-00-2005	22.50
10/19	10/10/2019	83812	866	Pitney Bowes Global Financial , LLC	10-00-2005	144.93
10/19	10/10/2019	83813	3309	Roberts & Associates	15-00-2005	650.00
10/19	10/10/2019	83814	1840	Rogue Credit Union	15-00-2005	1,356.89
10/19	10/10/2019	83815	142	Tidewater Contractors Inc	51-00-2005	153,400.44
10/19	10/10/2019	83816	3752	Trace Analytics, LLC	10-00-2005	88.00
10/19	10/10/2019	83817	4542	Umpqua Bank	10-00-2005	8,484.19
10/19	10/10/2019	83818	990	UPS	20-00-2005	22.11
10/19	10/10/2019	83819	169	Waste Connections Inc	10-00-2005	2,043.05
10/19	10/17/2019	83820	5908	Amazon Capital Services	49-00-2005	118.94
10/19	10/17/2019	83821	4734	Aramark Uniform Services	10-00-2005	120.00
10/19	10/17/2019	83822	4778	Ausland Group	50-00-2005	331,657.82
10/19	10/17/2019	83823	5871	BALCO Uniform Co Inc	10-00-2005	124.30
10/19	10/17/2019	83824	4797	Anthony Baron	10-00-2005	115.90
10/19	10/17/2019	83825	4939	BI- Mart Corporation	15-00-2005	86.58
10/19	10/17/2019	83826	4363	Black Rice & Luna LLP	10-00-2005	1,430.00
10/19	10/17/2019	83827	5070	Canon Solutions America	10-00-2005	104.20
10/19	10/17/2019	83828	5858	CH2M Hill OMI	25-00-2005	109,487.15
10/19	10/17/2019	83829	3015	Charter Communications	30-00-2005	495.00
10/19	10/17/2019	83830	4736	C-More Pipe Services Co.	53-00-2005	12,969.00
10/19	10/17/2019	83831	5939	Country Media Inc	10-00-2005	12.50
10/19	10/17/2019	83832	5959	Curry County Surveyor	25-00-2005	300.00
10/19	10/17/2019	83833	4746	Curry County Treasurer	10-00-2005	96.00
10/19	10/17/2019	83834	173	Curry Equipment	15-00-2005	225.90

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/19	10/17/2019	83835	1	Ann Aragon	20-00-2005	14.36
10/19	10/17/2019	83836	1	M & M Mortgage Services	20-00-2005	275.52
10/19	10/17/2019	83837	2640	Dyer Partnership Inc., The	50-00-2005	13,474.00
10/19	10/17/2019	83838	5951	Executech Utah LLC	49-00-2005	29.51
10/19	10/17/2019	83839	3342	Fastenal	10-00-2005	71.21
10/19	10/17/2019	83840	4646	Frontier	25-00-2005	1,158.57
10/19	10/17/2019	83841	5004	Galls, LLC	10-00-2005	20.85
10/19	10/17/2019	83842	4989	Gaylord Klinefelter Contracting Inc	50-00-2005	11,106.00
10/19	10/17/2019	83843	202	League of Oregon Cities	10-00-2005	150.00
10/19	10/17/2019	83844	4443	Napa Auto Parts-Golder's	10-00-2005	98.99
10/19	10/17/2019	83845	5155	Oregon Department of Revenue	10-00-2005	713.75
10/19	10/17/2019	83846	5960	Erik Orta	10-00-2005	78.00
10/19	10/17/2019	83847	4970	Outdoor Creations Inc	10-00-2005	5,495.00
10/19	10/17/2019	83848	5768	Proficient Auto Center Inc	25-00-2005	418.00
10/19	10/17/2019	83849	207	Quill Corporation	10-00-2005	1,610.00
10/19	10/17/2019	83850	3	Jim & Sylvia Kemp	20-00-2005	56.07
10/19	10/17/2019	83851	3	Larry Miller	20-00-2005	25.51
10/19	10/17/2019	83852	3	Marianne Padilla	20-00-2005	83.29
10/19	10/17/2019	83853	3	John & Nancy Schassen	20-00-2005	17.25
10/19	10/17/2019	83854	5730	Spectrum Reach	32-00-2005	500.00
10/19	10/17/2019	83855	5457	Speer Hoyt LLC	10-00-2005	117.00
10/19	10/17/2019	83856	5962	TestAmerica Laboratories Inc	25-00-2005	6,307.50
10/19	10/17/2019	83857	5961	T-O Engineers Inc	50-00-2005	2,500.00
10/19	10/17/2019	83858	861	Village Express Mail Center	10-00-2005	23.05
10/19	10/17/2019	83859	5900	Wells Fargo Equipment Finance	25-00-2005	1,291.67
10/19	10/24/2019	83860	5908	Amazon Capital Services	49-00-2005	42.99
10/19	10/24/2019	83861	4788	Bureau of Labor & Industries	52-00-2005	687.35
10/19	10/24/2019	83862	5048	Brookings Harbor Medical Center	10-00-2005	600.00
10/19	10/24/2019	83863	5963	Brookings Harbor Truck & Auto	50-00-2005	4,500.00
10/19	10/24/2019	83864	5070	Canon Solutions America	10-00-2005	167.50
10/19	10/24/2019	83865	193	Central Equipment Co, Inc	10-00-2005	3,231.56
10/19	10/24/2019	83866	3015	Charter Communications	10-00-2005	244.96
10/19	10/24/2019	83867	183	Colvin Oil Company	10-00-2005	2,604.04
10/19	10/24/2019	83868	259	Da-Tone Rock Products	10-00-2005	1,480.32
10/19	10/24/2019	83869	1	Gerald Althof	20-00-2005	25.29
10/19	10/24/2019	83870	1	Ariel Ceja	20-00-2005	143.73
10/19	10/24/2019	83871	2186	Ferguson Waterworks #3011	52-00-2005	375,000.00
10/19	10/24/2019	83872	4518	Government Ethics Commission	75-00-2005	329.32
10/19	10/24/2019	83873	4980	iSecure	10-00-2005	33.00
10/19	10/24/2019	83874	5789	Moss Adams LLP	75-00-2005	16,275.00
10/19	10/24/2019	83875	3159	NorthCoast Health Screening	10-00-2005	360.00
10/19	10/24/2019	83876	5886	Office Depot Inc	10-00-2005	398.58
10/19	10/24/2019	83877	5703	PacWest Machinery	15-00-2005	476.34
10/19	10/24/2019	83878	207	Quill Corporation	10-00-2005	230.00
10/19	10/24/2019	83879	3	Rodney & Christine Nichols	20-00-2005	111.17
10/19	10/24/2019	83880	3	Premier Property Management	20-00-2005	91.89
10/19	10/24/2019	83881	3	Crista Stewart	20-00-2005	94.41
10/19	10/24/2019	83882	3369	Schwabe Williamson & Wyatt PC	20-00-2005	1,901.50
10/19	10/24/2019	83883	5638	Guy Smith	20-00-2005	194.00
10/19	10/24/2019	83884	5948	Super 8 - Redmond, OR	20-00-2005	315.00
10/19	10/24/2019	83885	4131	Zumar Industries Inc	15-00-2005	1,333.23
10/19	10/31/2019	83886	193	Central Equipment Co, Inc	10-00-2005	286.58
10/19	10/31/2019	83887	3834	Clean Sweep Janitorial Service	33-00-2005	1,760.00
10/19	10/31/2019	83888	822	Coast Auto Center	10-00-2005	124.95
10/19	10/31/2019	83889	4882	Coastal Heating & Air	50-00-2005	190.00
10/19	10/31/2019	83890	1745	Coastal Paper & Supply, Inc	10-00-2005	219.34

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/19	10/31/2019	83891	182	Coos-Curry Electric	10-00-2005	4,595.97
10/19	10/31/2019	83892	5964	Coquille Indian Tribe	10-00-2005	13,000.00
10/19	10/31/2019	83893	1	Stephany Boyd	20-00-2005	90.01
10/19	10/31/2019	83894	1	Country Media Inc	20-00-2005	300.00
10/19	10/31/2019	83895	1	Jim & Paula Johnson	20-00-2005	98.06
10/19	10/31/2019	83896	1	Quality Fast Lube & Oil	20-00-2005	60.00
10/19	10/31/2019	83897	298	Freeman Rock, Inc	10-00-2005	26,529.58
10/19	10/31/2019	83898	4646	Frontier	30-00-2005	204.86
10/19	10/31/2019	83899	5065	Gold Beach Lumber	20-00-2005	307.95
10/19	10/31/2019	83900	329	New Hope Plumbing	20-00-2005	95.00
10/19	10/31/2019	83901	3561	Oil Can Henry's	10-00-2005	232.94
10/19	10/31/2019	83902	5768	Proficient Auto Center Inc	25-00-2005	777.70
10/19	10/31/2019	83903	3	Country Media Inc	20-00-2005	151.34
10/19	10/31/2019	83904	3	Michael & Nancy Dessauer	20-00-2005	42.17
10/19	10/31/2019	83905	3	Rodney & Christine Nichols	20-00-2005	98.58
10/19	10/31/2019	83906	3	Quality Fast Lube & Oil	20-00-2005	6.92
10/19	10/31/2019	83907	380	Stadelman Electric Inc	52-00-2005	9,898.00
10/19	10/31/2019	83908	2863	Verizon Wireless	10-00-2005	559.53
10/19	10/31/2019	83909	861	Village Express Mail Center	10-00-2005	30.20
10/19	10/31/2019	83910	5965	Virtru Corporation	10-00-2005	1,980.00
10/19	10/31/2019	83911	5864	WRK Engineers	50-00-2005	61,360.00
Grand Totals:						<u>1,367,504.42</u>

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

Report Criteria:

Report type: Summary

## Committee Vacancies

Date: November 12, 2019

**Re: Vacant Volunteer Positions**

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

Position	Held By	Month/ Day	Year Expires	Term/ Years
Planning Commission #2	VACANT	4/1	2020	4



# PUBLIC COMMENT FORM

Turn the completed form **prior to the start of the meeting**. Comments will be **limited to 5 minutes** and **restricted** to the **topics indicated, below**. All remarks and questions must be **addressed to the presiding officer, only**. Comments will be **respectful**. Harsh and/or abusive language will not be permitted.

*I would like to comment on:*

☒ **An Item NOT on the Agenda** (Under "Oral Requests" - briefly describe subject): \_\_\_\_\_

534 RAILROAD ST - STORM DRAINS

☐ **Agenda Item** #: \_\_\_\_\_ ☐ in support of ☐ in opposition to ☐ as an interested party

Item Title: \_\_\_\_\_

Name:

CHUCK CHAMBERS

Address:

15532 OCEANVIEW

Phone: 541 - 813 - 9143

Organization (if applicable): \_\_\_\_\_



# PUBLIC COMMENT FORM

Turn the completed form **prior to the start of the meeting**. Comments will be **limited to 5 minutes** and **restricted** to the **topics indicated, below**. All remarks and questions must be **addressed to the presiding officer, only**. Comments will be **respectful**. Harsh and/or abusive language will not be permitted.

*I would like to comment on:*

☒ **An Item NOT on the Agenda** (Under "Oral Requests" - briefly describe subject): AZALEA PARK

☐ **Agenda Item** #: \_\_\_\_\_ ☐ in support of ☐ in opposition to ☐ as an interested party  
Item Title: \_\_\_\_\_

Name:

JAMES PAUL

Address:

815 OLD COUNTY RD #4

Phone: 916 - 661 - 9582

Organization (if applicable):