

City of Brookings

MEETING AGENDA

CITY COUNCIL

Monday, July 27, 2020, 7:00 pm

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

The City Council will meet in Executive Session at 6:00 PM, in the EOC, under the authority of ORS 192.660(2)(e) "To conduct deliberations with persons designated by the governing body to negotiate real property transactions" ORS 192.660 (2)(f) "To consider information or records that are exempt by law from public inspection." ORS 192.660 (2)(h) "To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed."

CITY COUNCIL

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Scheduled Public Appearances

(Informational presentations to Council on non-agenda items – 10 minute limit per person.)

1. Dave Howell- Moore Street Petition – Health & Safety Concern
2. Machell Carroll & Diane Cooper – Homelessness Presentation
3. Candice Michel & Rose Mantle – KCIW MOU and Communications Tower

E. Oral Requests and Communications from the audience

(*Public Comments on non-agenda items – five (5) minute limit per person, please submit Public Comment Form in advance)

F. Consent Calendar

1. Approve Council minutes for July 13, 2020 [Pg. 3]
2. Receive monthly financial report for June 2020 [Pg. 6]

G. Staff Reports/Public Hearings/Ordinances/Resolutions/Final Orders

1. Azalea Park Ball Field MOU [Parks, Pg. 12]
 - a. Memorandum of Understanding with USA – South Coast Fastpitch [Pg. 13]
2. Curry County Public Transit Service District Support Letter [City Manager, Pg. 15]
 - a. Draft Letter [Pg. 16]

H. Remarks from Mayor and Councilors

I. Adjournment

*Public Comment forms and the agenda packet are available on-line at www.brookings.or.us, at Brookings City Hall. Return completed Public Comment forms to the City Recorder before the start of the 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.

Due to the COVID-19 virus, meeting participants in the council chambers will be limited and social distancing of six (6) feet will be required and maintained. If you would like to view the City Council Meeting live, you can via:

- Television – Charter Channel 181
- Internet – Go to the City of Brookings website at <http://www.brookings.or.us>

Watch Meeting Live instructions: 1. Visit the City of Brookings website home page. 2. Click on Government (top page). 3. Click on City Council (right side). 4. Under Agenda & Meetings click Watch Meeting Live. 5. You will need to download the VLC Media Player. Follow directions and links for your device.

On computers, it is possible to stream the meetings LIVE by copying and pasting the following link inside your web browser: <mms://68.185.2.46:8080>

City of Brookings
CITY COUNCIL MEETING MINUTES
City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415
Monday, July 13, 2020

Call to Order

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

Roll Call

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

Staff present: City Manager Janell Howard, Public Works and Development Services Director Anthony Baron, Public Works and Development Services Deputy Director Jay Trost, RARE Student Eric Orta and Deputy Recorder Amber Nalls

Media Present: none

Others Present: 3 audience members

Ceremonies

Yard of the Month

Mayor Pieper announced the Yard of the Month award recipient for Best Residential – James & Joanne Murray at 891 Jodie Ln for June; Best Commercial – Pancho's at 1136 Chetco Ave for June.

Oral Requests and Communications from the Audience

Diana Cooper – 805 Paradise Ln, Brookings, OR addressed Council regarding her support on the Inclusive Culture where staff and citizens feel appreciated and valued Resolution.

Consent Calendar

Approve Council minutes for June 22, 2020

Accept Planning Commission minutes for May 5, 2020

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

Staff Reports

Support of an Inclusive Culture where staff and citizens feel appreciated and valued

Janell Howard presented the staff report.

Councilor Hedenskog moved, Councilor McKinney seconded and Council voted unanimously to adopt Resolution 20-R-1192, Supporting an Inclusive Culture where staff and citizens feel appreciated and valued.

Wastewater Treatment Plant – Ultra Violet Disinfection System Upgrades

Anthony Baron presented the staff report.

Councilor McKinney moved, Councilor Hedenskog seconded and Council voted unanimously to authorize City Manager to enter into and agreement with Trojan in the amount of \$79,092 to upgrade the Wastewater Treatment Plant UV disinfection system.

Memorandum of Understanding with Brookings Harbor Garden Club

Jay Trost presented the staff report

Councilor Hodges moved, Councilor Alcorn seconded and Council voted unanimously to authorize City Manager to sign the attached MOU with the BHGC with respect to City property landscape maintenance.

Parks Master Plan

Jay Trost and Eric Orta presented the staff report

Councilor Hedenskog moved, Councilor Alcorn seconded and Council voted unanimously to adopt the Parks Master Plan for 2020.

Adopt Ordinance 20-O-789, amending Chapter 2.57 of the BMC

Janell Howard presented the staff report.

Councilor Hedenskog moved, Councilor McKinney seconded to read Ordinance 20-O-789 the first time by title only and Council voted unanimously to approve.

Councilor Hodges moved, Councilor Hedenskog seconded to read Ordinance 20-O-789 a second time by title only and Council voted unanimously to approve.

Councilor Hedenskog moved, Councilor McKinney seconded to read Ordinance 20-O-789 and move to adopt ordinance 20-O-789. Council voted unanimously to approve.

Attorney of Record

Janell Howard presented the staff report.

Councilor Alcorn moved, Councilor Hodges seconded and Council voted unanimously to authorize City Manager to execute an agreement with Local Government Law Group, PC for legal services, and to designate Christy Monson as the City Attorney, effective July 14, 2020.

Letter of request for Technical Assistance funds with the Housing Partnership.

Janell Howard presented the staff report.

Councilor Hedenskog moved, Councilor McKinney seconded and Council voted unanimously to authorize the Mayor to sign a letter requesting funding from the Housing Partnership to launch a collaborative effort to provide coordination for the implementation of the Curry and Coos County housing studies and plans.

Remarks from Mayor and Councilors

Councilor complemented Eric Orta on a great job on the Park Master Plan.

Adjournment

Councilor Hedenskog moved, Councilor McKinney seconded and Council voted unanimously to adjourn the meeting at 7:28 PM.

Respectfully submitted:

ATTESTED:
this day of , 2020:

Jake Pieper, Mayor

Janell K. Howard, City Recorder

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 12 MONTHS ENDING JUNE 30, 2020

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
TAXES	3,236,390.00	129,960.24	3,306,471.15	(70,081.15)	102.2
LICENSES AND PERMITS	128,000.00	23,010.33	174,571.76	(46,571.76)	136.4
INTERGOVERNMENTAL	286,800.00	20,977.65	199,970.68	86,829.32	69.7
CHARGES FOR SERVICES	246,000.00	39,401.40	297,034.07	(51,034.07)	120.8
OTHER REVENUE	197,383.00	22,950.17	178,434.72	18,948.28	90.4
TRANSFERS IN	517,067.00	.00	.00	517,067.00	.0
	<u>4,611,640.00</u>	<u>236,299.79</u>	<u>4,156,482.38</u>	<u>455,157.62</u>	<u>90.1</u>
<u>EXPENDITURES</u>					
JUDICIAL:					
PERSONAL SERVICES	31,872.00	.00	15,971.98	15,900.02	50.1
MATERIAL AND SERVICES	12,850.00	610.06	5,905.07	6,944.93	46.0
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>44,722.00</u>	<u>610.06</u>	<u>21,877.05</u>	<u>22,844.95</u>	<u>48.9</u>
FINANCE AND ADMINISTRATION:					
PERSONAL SERVICES	349,616.00	29,437.12	338,377.89	11,238.11	96.8
MATERIAL AND SERVICES	175,200.00	4,025.87	109,760.39	65,439.61	62.7
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>524,816.00</u>	<u>33,462.99</u>	<u>448,138.28</u>	<u>76,677.72</u>	<u>85.4</u>
POLICE:					
PERSONAL SERVICES	2,240,968.00	193,141.66	2,263,530.72	(22,562.72)	101.0
MATERIAL AND SERVICES	183,300.00	16,062.62	148,645.36	34,654.64	81.1
CAPITAL OUTLAY	.00	.00	13,000.00	(13,000.00)	.0
DEBT SERVICE	67,867.00	4,452.31	67,734.65	132.35	99.8
TRANSFERS OUT	.00	.00	.00	.00	.0
	<u>2,492,135.00</u>	<u>213,656.59</u>	<u>2,492,910.73</u>	<u>(775.73)</u>	<u>100.0</u>
FIRE:					
PERSONAL SERVICES	207,351.00	16,774.99	206,478.71	872.29	99.6
MATERIAL AND SERVICES	100,000.00	8,021.83	89,802.27	10,197.73	89.8
CAPITAL OUTLAY	.00	.00	.00	.00	.0
DEBT SERVICE	30,579.00	.00	30,579.01	(.01)	100.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	<u>337,930.00</u>	<u>24,796.82</u>	<u>326,859.99</u>	<u>11,070.01</u>	<u>96.7</u>

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CITY OF BROOKINGS
FUND SUMMARY
FOR THE 12 MONTHS ENDING JUNE 30, 2020

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
PLANNING AND BUILDING:					
PERSONAL SERVICES	228,662.00	16,069.29	202,989.70	25,672.30	88.8
MATERIAL AND SERVICES	90,800.00	782.43	19,521.85	71,278.15	21.5
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	319,462.00	16,851.72	222,511.55	96,950.45	69.7
PARKS & RECREATION:					
PERSONAL SERVICES	270,876.00	20,370.78	237,052.62	33,823.38	87.5
MATERIAL AND SERVICES	105,500.00	11,040.00	116,687.19	(11,187.19)	110.6
CAPITAL OUTLAY	35,000.00	.00	24,068.82	10,931.18	68.8
DEBT SERVICE	74,384.00	4,031.88	48,382.56	26,001.44	65.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	485,760.00	35,442.66	426,191.19	59,568.81	87.7
FINANCE AND HUMAN RESOURCES:					
PERSONAL SERVICES	.00	.00	.00	.00	.0
MATERIAL AND SERVICES	.00	.00	.00	.00	.0
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	.00	.00	.00	.00	.0
SWIMMING POOL:					
PERSONAL SERVICES	71,087.00	10,940.45	78,326.42	(7,239.42)	110.2
MATERIAL AND SERVICES	39,000.00	9,447.86	35,841.74	3,158.26	91.9
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	110,087.00	20,388.31	114,168.16	(4,081.16)	103.7
NON-DEPARTMENTAL:					
MATERIAL AND SERVICES	161,600.00	17,714.56	104,473.32	57,126.68	64.7
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	622,239.00	.00	.00	622,239.00	.0
CONTINGENCIES AND RESERVES	632,889.00	.00	.00	632,889.00	.0
	1,416,728.00	17,714.56	104,473.32	1,312,254.68	7.4
	5,731,640.00	362,923.71	4,157,130.27	1,574,509.73	72.5
	(1,120,000.00)	(126,623.92)	(647.89)	(1,119,352.11)	(.1)

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CITY OF BROOKINGS
FUND SUMMARY
FOR THE 12 MONTHS ENDING JUNE 30, 2020

STREET FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
INTERGOVERNMENTAL	795,000.00	26,395.05	426,009.69	368,990.31	53.6
OTHER REVENUE	14,650.00	44.00	17,648.99	(2,998.99)	120.5
TRANSFER IN	.00	.00	.00	.00	.0
	<u>809,650.00</u>	<u>26,439.05</u>	<u>443,658.68</u>	<u>365,991.32</u>	<u>54.8</u>
<u>EXPENDITURES</u>					
EXPENDITURES:					
PERSONAL SERVICES	208,899.00	16,717.22	197,740.46	11,158.54	94.7
MATERIAL AND SERVICES	208,000.00	24,167.41	120,672.07	87,327.93	58.0
CAPITAL OUTLAY	329,450.00	.00	3,871.00	325,579.00	1.2
DEBT SERVICE	22,149.00	1,356.89	17,478.04	4,670.96	78.9
TRANSFERS OUT	156,747.00	.00	.00	156,747.00	.0
CONTINGENCIES AND RESERVES	119,405.00	.00	.00	119,405.00	.0
	<u>1,044,650.00</u>	<u>42,241.52</u>	<u>339,761.57</u>	<u>704,888.43</u>	<u>32.5</u>
	<u>1,044,650.00</u>	<u>42,241.52</u>	<u>339,761.57</u>	<u>704,888.43</u>	<u>32.5</u>
	<u>(235,000.00)</u>	<u>(15,802.47)</u>	<u>103,897.11</u>	<u>(338,897.11)</u>	<u>44.2</u>

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CITY OF BROOKINGS
FUND SUMMARY
FOR THE 12 MONTHS ENDING JUNE 30, 2020

WATER FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
SOURCE 03	.00	.00	.00	.00	.0
CHARGES FOR SERVICES	1,725,000.00	153,373.50	1,729,514.80	(4,514.80)	100.3
OTHER INCOME	53,000.00	2,655.00	61,775.90	(8,775.90)	116.6
TRANSFERS IN	.00	.00	.00	.00	.0
	<u>1,778,000.00</u>	<u>156,028.50</u>	<u>1,791,290.70</u>	<u>(13,290.70)</u>	<u>100.8</u>
<u>EXPENDITURES</u>					
WATER DISTRIBUTION:					
PERSONAL SERVICES	372,792.00	35,523.80	367,916.81	4,875.19	98.7
MATERIAL AND SERVICES	173,900.00	39,457.72	193,810.25	(19,910.25)	111.5
CAPITAL OUTLAY	50,000.00	.00	35,049.38	14,950.62	70.1
DEBT SERVICE	8,378.00	.00	3,706.82	4,671.18	44.2
TRANSFERS OUT	24,000.00	.00	.00	24,000.00	.0
	<u>629,070.00</u>	<u>74,981.52</u>	<u>600,483.26</u>	<u>28,586.74</u>	<u>95.5</u>
WATER TREATMENT:					
PERSONAL SERVICES	25,442.00	2,135.69	24,629.72	812.28	96.8
MATERIAL AND SERVICES	470,608.00	73,879.18	469,140.63	1,467.37	99.7
CAPITAL OUTLAY	10,000.00	.00	.00	10,000.00	.0
DEBT SERVICE	3,712.00	.00	3,706.82	5.18	99.9
TRANSFERS OUT	939,649.00	.00	.00	939,649.00	.0
CONTINGENCIES AND RESERVES	179,519.00	.00	.00	179,519.00	.0
	<u>1,628,930.00</u>	<u>76,014.87</u>	<u>497,477.17</u>	<u>1,131,452.83</u>	<u>30.5</u>
DEPARTMENT 24:					
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
	<u>2,258,000.00</u>	<u>150,996.39</u>	<u>1,097,960.43</u>	<u>1,160,039.57</u>	<u>48.6</u>
	<u>(480,000.00)</u>	<u>5,032.11</u>	<u>693,330.27</u>	<u>(1,173,330.27)</u>	<u>144.4</u>

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CITY OF BROOKINGS
FUND SUMMARY
FOR THE 12 MONTHS ENDING JUNE 30, 2020

WASTEWATER FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
SOURCE 03	(4,500.00)	.00	.00	(4,500.00)	.0
CHARGES FOR SERVICES	3,220,300.00	260,848.29	3,156,488.93	63,811.07	98.0
OTHER REVENUE	20,000.00	.00	27,090.43	(7,090.43)	135.5
TRANSFER IN	.00	.00	.00	.00	.0
	<u>3,235,800.00</u>	<u>260,848.29</u>	<u>3,183,579.36</u>	<u>52,220.64</u>	<u>98.4</u>
<u>EXPENDITURES</u>					
WASTEWATER COLLECTION:					
PERSONAL SERVICES	572,588.00	44,038.96	535,416.05	37,171.95	93.5
MATERIAL AND SERVICES	218,900.00	10,982.64	150,311.53	68,588.47	68.7
CAPITAL OUTLAY	15,000.00	.00	.00	15,000.00	.0
DEBT SERVICE	8,378.00	.00	3,706.82	4,671.18	44.2
TRANSFERS OUT	189,319.00	.00	.00	189,319.00	.0
	<u>1,004,185.00</u>	<u>55,021.60</u>	<u>689,434.40</u>	<u>314,750.60</u>	<u>68.7</u>
WASTEWATER TREATMENT:					
PERSONAL SERVICES	38,478.00	3,203.70	36,947.40	1,530.60	96.0
MATERIAL AND SERVICES	929,139.00	144,659.84	922,367.47	6,771.53	99.3
CAPITAL OUTLAY	.00	.00	.00	.00	.0
DEBT SERVICE	3,712.00	.00	3,706.82	5.18	99.9
TRANSFERS OUT	1,446,118.00	.00	.00	1,446,118.00	.0
CONTINGENCIES AND RESERVES	318,668.00	.00	.00	318,668.00	.0
	<u>2,736,115.00</u>	<u>147,863.54</u>	<u>963,021.69</u>	<u>1,773,093.31</u>	<u>35.2</u>
	<u>3,740,300.00</u>	<u>202,885.14</u>	<u>1,652,456.09</u>	<u>2,087,843.91</u>	<u>44.2</u>
	<u>(504,500.00)</u>	<u>57,963.15</u>	<u>1,531,123.27</u>	<u>(2,035,623.27)</u>	<u>303.5</u>

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CITY OF BROOKINGS
FUND SUMMARY
FOR THE 12 MONTHS ENDING JUNE 30, 2020

URBAN RENEWAL AGENCY FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
TAXES	608,795.00	19,146.57	569,522.87	39,272.13	93.6
INTERGOVERNMENTAL	.00	.00	.00	.00	.0
OTHER REVENUE	2,000.00	.37	9,500.77	(7,500.77)	475.0
TRANSFERS IN	.00	.00	.00	.00	.0
	<u>610,795.00</u>	<u>19,146.94</u>	<u>579,023.64</u>	<u>31,771.36</u>	<u>94.8</u>
<u>EXPENDITURES</u>					
GENERAL:					
PERSONAL SERVICES	.00	.00	.00	.00	.0
MATERIAL AND SERVICES	35,000.00	290.25	3,974.57	31,025.43	11.4
CAPITAL OUTLAY	310,056.00	.00	2,950.00	307,106.00	1.0
DEBT SERVICE	.00	.00	.00	.00	.0
TRANSFERS OUT	450,739.00	.00	.00	450,739.00	.0
CONTINGENCIES AND RESERVES	.00	.00	.00	.00	.0
	<u>795,795.00</u>	<u>290.25</u>	<u>6,924.57</u>	<u>788,870.43</u>	<u>.9</u>
DEPARTMENT 20:					
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
DEPARTMENT 22:					
MATERIAL AND SERVICES	.00	.00	.00	.00	.0
DEBT SERVICE	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
DEPARTMENT 24:					
CONTINGENCIES AND RESERVES	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
	<u>795,795.00</u>	<u>290.25</u>	<u>6,924.57</u>	<u>788,870.43</u>	<u>.9</u>
	<u>(185,000.00)</u>	<u>18,856.69</u>	<u>572,099.07</u>	<u>(757,099.07)</u>	<u>309.2</u>

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CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: July 27, 2020

Originating Dept: Parks

Signature (submitted by)


City Manager Approval

Subject:

Azalea Park Ball Field User Memorandum of Understandings (MOU)

Recommended Motion:

Motion to authorize the Mayor to execute Memorandum of Understandings with USA South Coast Fastpitch.

Financial Impact:

None

Background/Discussion:

With the completion of the Azalea Park Sports Complex, sport leagues have requested use of City park fields and facilities. In order to memorialize the duties and responsibilities of each organization, a MOU is beneficial.

Long term plans for maintenance of facilities where grant money is contributed by the Oregon Parks and Recreation Department is required in order to show there is public commitment and that maintenance isn't the sole responsibility of the municipality. A written MOU between the City and user groups puts the City in good position when responding to this requirement.

Attachment:

- a. Memorandum of Understanding with USA – South Coast Fastpitch

**MEMORANDUM OF UNDERSTANDING BETWEEN
CITY OF BROOKINGS
AND
USA SOFTBALL – SOUTH COAST FASTPITCH**

The parties to this Memorandum of Understanding (MOU) are the City of Brookings (CITY), an Oregon municipal corporation, and USA – South Coast Fastpitch (SCFP).

WHEREAS, CITY owns the area known as Azalea Park Sports Complex, inclusive of one multi-use field, two adult softball fields, restroom/concession building, equipment room, field fences, and all appurtenances associated with the use of the sports complex at Azalea Park; and

WHEREAS, SCFP uses the Azalea Park Sports Complex for practices and league play; and

WHEREAS, SCFP uses said properties "in season" annually.

NOW, THEREFORE, the parties agree as follows:

1.0 SCFP OBLIGATIONS

- 1.01. Maintain all league owned equipment within the Azalea Park Sports Complex.
- 1.02. Perform field preparation (chalking, infield dragging) on designated fields of use prior to practices and games as required.
- 1.03. Perform routine maintenance on designated fields of use and associated fencing in season.
- 1.04. Perform litter clean-up in and around Azalea Park Sports Complex including the dugouts, spectator areas as well as the restroom/concession building, day use picnic areas and associated parking lots following games and practices during season.

2.0 CITY OBLIGATIONS

- 2.01. Mow grass areas all season
- 2.02. Perform weed abatement along fence lines all season
- 2.03. Perform annual maintenance of all structures
- 2.04. Empty trash receptacles as needed
- 2.05. Coordinate its maintenance activities with those of SCFP
- 2.06. Fertilize the ball fields, mulch and spray landscape areas all season

3.0 INSURANCE REQUIREMENT

SCFP will provide CITY with proof of an insurance policy covering general commercial liability on an occurrence basis, with a combined single limit of not less than \$1,000,000 for each occurrence of bodily injury, personal injury and property damage. City to be listed as additionally insured on policy. CITY and SCFP agrees that in the event of vandalism to any appurtenance specific to the use of SCFP the deductible expense will be shared equally.

4.0 TERM

This agreement shall take effect upon the execution of this agreement, and shall remain in effect in perpetuity or until terminated as described in this agreement.

5.0 TERMINATION

Either party for any reason may terminate this agreement provided that written notice of termination is given no less than thirty (30) days.

6.0 MEETINGS

Duly appointed representatives of the parties shall meet as needed to address mutual maintenance concerns and review the respective parties' responsibilities under this Memorandum. Further, the parties agree to consider jointly undertaking improvement projects or major cleanup projects when resources beyond those normally available for maintenance become available to either party.

7.0 HOLD HARMLESS CLAUSE

SCFP shall defend, save, hold harmless, and indemnify the City, its officers, agents, and employees from all claims, suits, or actions of whatever nature resulting from or arising out of the activities of SCFP or its officers, employees, subcontractors, or agents under this MOU.

WHEREFORE, the parties have caused this MOU to be executed by their authorized representatives on this ____ day of _____, 2020.

CITY OF BROOKINGS
An Oregon Municipal Corporation

ATTEST

Jake Pieper, Mayor

Janell K. Howard, City Manager

USA SOFTBALL – SOUTH COAST FASTPITCH

Name: Anthony Barron

Title: League Administrator

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: July 27, 2020

Originating Dept: Finance & Admin

Signature (submitted by)


City Manager Approval

Subject:

Letter of support for Curry County Public Transit Service District, applying for Transportation and Growth Management Program grant.

Recommended Motion:

Motion to authorize the Mayor to sign a letter in support for Curry County Public Transit Service District grant application to the Transportation and Growth Management Program for assistance in developing a Transportation Development Plan.

Financial Impact:

None

Background/Discussion:

Curry County Public Transit service District, through Curry Public Transit Inc (CPTI), is applying for a Transportation and Growth Management (TMG) grant. This grant would pay for a consultant to assist in formulating and writing this plan. A 20-year Transit Development Plan is a mandated requirement from Oregon Department of Transportation to qualify for future grant payments from the payroll tax-based Statewide Transportation Improvement Fund (STIF). STIF is providing a significant amount of funds to allow CPTI to expand and improve transportation services to the County.

Attachment(s):

Draft Letter



City of Brookings

898 Elk Drive, Brookings, OR 97415
(541) 469-1103 Fax (541) 469-3650 TTY (800) 735-1232
www.brookings.or.us

July 27, 2020

Oregon Department of Transportation
Transportation and Growth Management Program
555 13th Street, Suite 2
Salem, OR 97301

TGM Grants Committee:

I am writing in strong support of the Curry County Public Transit Services District grant application to the Transportation and Growth Management Program for assistance in developing a CCPTSD Transportation Development Plan.

Curry County and the City of Brookings would greatly benefit from a full county-wide Transportation Development Plan, providing short- and long-term strategic guidance to transit providers in Curry County for the provision of transit services, operational and capital expenditures, and coordination with neighboring regional transit providers over the next 20 years.

Many of Brookings' residents are elderly or retired and concerned about transportation to and from the destinations that provide their care. We also have many residents who are conservation minded citizens and would ride the bus to nearby destinations if public transit were more available.

It seems only fitting that Curry County be supported in developing a transit plan to more effectively serve rural communities like ours. Therefore, we are committed to assisting CCPTSD and will participate by attending meetings, gathering local data, and participating in community outreach in order to assist key rural populations. We wholeheartedly support this CCPTSD grant application and urge your approval.

Sincerely,

Jake Pieper
Mayor