

City of Brookings

MEETING AGENDA

CITY COUNCIL

Monday, April 26, 2021, 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/Appointments/Announcements

1. Mental Health Awareness Proclamation [Pg. 1]
2. Accept Morosky Resignation – Planning Commission [Pg. 3]
 - i. Resignation Letter [Pg. 4]
3. Appoint Bond – Planning Commission [Pg. 5]
 - i. Committee Application [Pg. 6]

E. Scheduled Public Appearances

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

1. Virginia (Ginny) Williams – Curry Health Network

F. 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)

G. Consent Calendar

1. Approve Council minutes for April 12, 2021 [Pg. 9]
2. Approve Special Council minutes for April 19, 2021 [Pg. 11]
3. Accept monthly financial reports for March [Pg. 12]

H. Scheduled Public Appearances

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

2. Virginia (Ginny) Williams – Curry Health Network

I. Remarks from Mayor and Councilors

J. Adjournment

URBAN RENEWAL AGENCY

A. Call to Order

C. Roll Call

D. Consent Calendar

1. Approve Urban Renewal meeting Minutes for March 8, 2021 [Pg. 18]

E. Staff Reports

1. Hemlock Street Improving Project [PWDS - Pg. 19]

F. Agency Remarks

G. Adjournment

*The agenda packet is available on-line at www.brookings.or.us, at Brookings City Hall and at Chetco Community Public Library. 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 *Proclamation*

WHEREAS; Mental Health is part of one's overall health and well being, and

WHEREAS, one in five adults experience a mental health issue at some point in their life, and one in 17 adults live with a mental health illness such as major depression, bipolar disorder or schizophrenia, and,

WHEREAS, approximately fifty percent of chronic mental illnesses begin by the age of 14 and seventy-five percent by age 24, and

WHEREAS, 15 million children have a mental, emotional, or behavioral health condition, and

WHEREAS, there are often lengthy delays between the time symptoms first appear and when an individual seeks treatment, and

WHEREAS, early diagnosis and treatment can make a difference in the successful management of mental illness and recovery, and

WHEREAS, it is important to maintain good mental health and learn the symptoms to identify mental illness, and

WHEREAS, every citizen and community can make a difference by helping to end the silence and stigma that surrounds mental illness, encouraging those individuals who may be suffering from mental health issues to seek help, and

WHEREAS, public education and civic activists can promote good mental health and help improve the lives of individuals and families affected by mental illness,

NOW, THEREFORE, the Brookings City Council hereby proclaims May 9, 2021 as

National Children's Mental Health Awareness Day

And the Month of May 2021 as

Mental Health Awareness Month

BE IT FURTHER RESOLVED, that the Councilors encourage all citizens to learn the warning signs, trust their gut and use that information to ask a troubled friend, colleague, or family member "R U OK?"

In Witness Whereof, I, Mayor Ron Hedenskog, do hereto set my hand and cause the official seal of the City of Brookings, Oregon, to be affixed this 26th day of April, 2021.

Mayor Ron Hedenskog

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: April 26, 2021

Originating Dept: City Manager

Signature (submitted by)

 City Manager Approval

Subject:

Accept Michelle Morosky resignation from the Planning Commission

Recommended Motion:

Motion to accept Michelle Morosky's resignation from the Planning Commission

Financial Impact:

None

Background/Discussion:

Michelle Morosky was appointed to City Council Position #4 on April 19, 2021. As required, she has to resign from the Planning Commission.

Attachment:

- i. Resignation Letter

April 22, 2021

Mayor Hedenskog
Brookings City Council

Dear Mayor Hedenskog and City Councilors,

As you know, you have recently appointed me to the Brookings City Council. I am excited to pursue this new role for our city and hereby submit my resignation from the Brookings Planning Commission.

Please accept this as my formal resignation effective today, April 22, 2021.

Sincerely,

A handwritten signature in black ink, appearing to read "Michelle", followed by a long, horizontal, slightly wavy line that extends to the right.

Michelle Morosky

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: April 26, 2021

Originating Dept: City Manager

Signature (submitted by)



City Manager Approval

Subject:

Appoint Anthony Bond to the Planning Commission

Recommended Motion:

Motion to appoint Anthony Bond to the Planning Commission position #6 to expire April 1, 2025.

Financial Impact:

None

Background/Discussion:

Anthony Bond has submitted an application for appointment to the Planning Commission. The Mayor has reviewed his application for consideration of appointment.

Attachment:

- i. Volunteer Committee Application



RECEIVED

APR 20 2021

CITY OF BROOKINGS

City of Brookings

898 Elk Drive, Brookings, OR 97415

Phone: 541-469-2163 Fax: 541-469-3650

www.brookings.or.usAPPLICATION TO SERVE ON A
COMMISSION OR COMMITTEEPART I Contact Information:

Applicant Name: Anthony Bond

Physical Address: 1218 Easy St, Brookings OR 97415

Mailing Address: 1218 Easy St, Brookings OR 97415

Email Address: scuzzzy1007@yahoo.com Phone: 541-661-4224

PART II Position Selection, Requirements and Restrictions: (Please answer all that apply)

- | 1. Commission/Committee applying for: | <u>Composition (i)</u> | <u>Term (ii)</u> |
|--|------------------------|------------------|
| <input checked="" type="checkbox"/> Planning Commission/Commission for Citizen Involvement (iii) | 5 Electors, 2 UGB | 4 years |
| <input type="checkbox"/> Budget Committee | 5 Electors | 3 years |
| <input type="checkbox"/> Parks and Recreation Commission | 4 Residents, 1 UGB | 2 years |
| <input type="checkbox"/> Other (please specify): _____ | | |
2. City residents: How long have you lived in the City of Brookings? 8 years 11 months
Planning & Budget Applicants Only: Are you a City elector (registered voter)? ☒ Yes ☐ No
3. UGB residents: How long have you lived in the UGB? _____ years _____ months
4. What is your current occupation? Retired

NOTES:

(i) *Membership requirements:*

- Residents must reside inside City limits; resident/UGB status determined by physical address.
- Electors are registered voters of the City of Brookings (verified by County Elections Office).
- UGB members must reside within the Brookings Urban Growth Boundary (contact the Planning Department at 541-469-1137 for assistance in determining UGB status).

(ii) *Term:* Appointments to fill mid-term vacancies will be for the remainder of that term.(iii) *Other restrictions:*

- Planning Commission: No more than two (2) Commissioners may be principally involved, as individuals, members or partners, in the buying, selling or development of real estate for profit. No two (2) members shall be involved in the same kind of business or profession.

PART III Background Information: (Attach additional pages if needed)

1. List your related experience and/or background to the position you are applying for:

30 years experience starting & building small businesses, 20 years experience in State Service dealing with multiple projects from implementation to conclusion dealing with the public and public programs.

2. List any unrelated work history, educational background, and volunteer experience you may have:

Bachelor of Science - Strategic Management, CSU-SAC
 Minor - Psychology, Construction Management.
 Assoc. Arts - Auto/Diesel Technology - Universal Tech.
 Owner - Tony's Tow & Transport
 Owner - Scurry's Toy Shop
 Owner - Tony's Trailer Service
 California Dept. Corrections & Rehabilitation - Retired.

3. Briefly describe your interest in this position and what you hope to accomplish:


I wish to volunteer my time to get involved in the issues facing the town of Live IN. I hope to resolve many issues, such as homeless, recreational activities, business support, & ongoing traffic & tourism issues.

PART IV Volunteer Agreement: Please read and check off the following before signing:

- ☒ I acknowledge that I will not be under the direct supervision and control of the City in connection with the voluntary services for which I have applied.
- ☒ I acknowledge that I will receive no compensation or expense reimbursement from the City in connection with any volunteer services for which I have applied.
- ☒ I understand and agree that my volunteer service will be donated to the City at times other than my regular work hours.
- ☒ I understand that if the position I applied for requires me to be an elector of the City of Brookings, that the City has permission to verify my status as a registered voter.
- ☒ I agree to release the City from all matters relating to the voluntary service for which I have applied, including compliance, if any is required, with social security, withholdings, insurance and all other regulations and reportings governing such matters. I assume full responsibility for any injuries or damages suffered by or arising from the voluntary service described herein. (*Planning Commission applicants, see ** below*)
- ☒ I agree to release, indemnify and hold the City harmless from and against any and all actions, causes of action, claims, demands, liabilities, losses, damages or expenses, of whatsoever kind and nature, including attorney fees, which City may sustain or incur as a result of errors or omissions in the performance of the voluntary service set forth herein.
- ☒ By signing this application voluntarily, I, the Applicant, do hereby acknowledge that I have read and agree to the terms stated above and that I understand and acknowledge that this document will become public information and may be distributed to the public and news media as part of a City Council Agenda Packet.

Anthony Bond

Applicant (print name)



Applicant's Signature

4/20/2021

Date

**Planning Commissioners holding office on April 1st of each year are required to file an Annual Statement of Economic Interest with the Oregon Government Ethics Commission (OGE). You may view a sample form at http://www.oregon.gov/ogec/docs/sei/sei-11_form_sample_only_for_website.pdf. Official forms provided by OGE.

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

Commission and Committee contact information:

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

City of Brookings

CITY COUNCIL MEETING MINUTES

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

Monday, April 12, 2021

Call to Order

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

Roll Call

Council Present: Mayor Jake Pieper, Councilors Brad Alcorn, Ed Schreiber, Ron Hedenskog, and John McKinney; a quorum present.

Staff present: City Manager Janell Howard, Public Works Director Tony Baron, Deputy Public Works Director Jay Trost, Deputy Recorder Natasha Tippetts.

Media Present: 1

Others Present: 11 audience members

Oral Requests and Communications from the Audience

1. Don Bemis and Debbie Salzman, PO Box 608, Brookings; provided information about Wreaths Across America
2. Connie Hunter, 1310 English Court, Brookings; gave information about Covid-19 vaccinations at St. Timothy Church
3. Machell Carroll, 306 Truman Lane, Brookings; spoke about homelessness
4. Diana Cooper, 805 Paradise Lane, Brookings; spoke about homelessness
5. Brandon Usry, 412 Fir Street, Brookings; spoke about the homeless at St. Timothy's Church and provided a petition signed by neighbors to deal with the homeless
6. Bob Pieper, 629 Hemlock Street, Brookings; spoke against homelessness in Brookings

Consent Calendar

1. Approve Council minutes for March 22, 2021
2. Approve Special Council minutes for April 5, 2021
3. Approve Planning Commission minutes for March 2, 2021

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

Staff Reports

1. Underground Diesel Tank Removal and Replacement

Tony Baron presented the staff report

Councilor Hedenskog moved, Councilor Alcorn seconded and Council voted unanimously to authorize City Manager to proceed with the Dyer Partnership Task Order 94.

2. Hemlock Street Improvement

Tony Baron presented the staff report

Councilor Hedenskog moved, Councilor Alcorn seconded, and Council voted unanimously to authorize City Manager to enter into an agreement with Tidewater Contractors Inc. in the amount of \$181,410 for Hemlock Street improvements.

3. Parks and Recreation District Formation

Jay Trost presented the staff report

Councilor Schreiber moved, Councilor McKinney seconded, and Council voted unanimously to adopt Resolution 21-R-1197 with the amendment to remove the last “whereas”, approving Curry County order initiating the formation of the South Coast Parks and Recreation District; and in the event Curry County does not initiate the formation of South Coast Parks and Recreation District, the Brookings Council authorizes the inclusion of the City of Brookings Boundaries in the proposed South Coast Parks and Recreation District should the Community Recreation Task Force petition to form the special district.

4. Yard of the Month

Janell Howard presented the staff report

Councilor Schreiber moved, Councilor Alcorn seconded, and Council voted unanimously to approve the reinstatement of the annual Yard of the Month program.

5. Discussion of Support of Project Turnkey

Janell Howard presented the staff report

Council discussed letter that was sent to the Oregon Community Foundation by Mayor Pieper that could be construed as a letter of support from the City.

Councilor Alcorn moved to authorize the Mayor to sign a letter that states, based on the information known to us at this time we do not support Project Turnkey. Schreiber seconded and Council voted. Councilors McKinney, Schreiber and Alcorn voted aye. Mayor Pieper and Councilor Hedenskog voted nay. With a 3 to 2 vote, motion carried.

Remarks from Mayor and Councilors

Councilor Hedenskog requested a workshop topic be dealing with the homeless issues at St. Timothy's Church.

Councilor Schreiber requested a workshop topic to be relationships with non-profit organizations.

Adjournment

Councilor Hedenskog moved, Councilor Schreiber seconded and Council voted unanimously to adjourn the meeting at 8:40 PM.

Respectfully submitted:

ATTESTED:
this 26th day of April, 2021:

Ron Hedenskog, Mayor

Janell K. Howard, City Recorder

City of Brookings

SPECIAL MEETING MINUTES

City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415
Monday, April 19, 2021

Call to Order

Council President McKinney called the meeting to order at 4:30 PM

Roll Call

Council Present: Councilors Brad Alcorn, Ed Schreiber, Ron Hedenskog, and Councilor John McKinney; Mayor Pieper absent; a quorum present.

Staff present: City Manager Janell Howard, Deputy Recorder Natasha Tippetts.

Media Present: 2

Others Present: 11 audience members

Staff Reports

1. Declare Mayor seat vacant, determine method of selection

Janell Howard presented the staff report

Councilor Hedenskog moved, Councilor Alcorn seconded and Council voted unanimously to accept the resignation of Jake Pieper as Mayor.

Councilors discussed how to fill the Mayor position.

Councilor McKinney moved to appoint Councilor Hedenskog to the Mayor position. Councilor Schreiber seconded and council voted unanimously to approve.

Councilor Schreiber moved to declare Council Position #4 vacant, Councilor Alcorn seconded and council voted unanimously to approve.

Mayor and Council discussed how to fill the Council Position #4. Mayor Hedenskog suggested Michelle Morosky, current Planning Commissioner

Councilor Alcorn moved, Councilor McKinney seconded, and council voted unanimously to appoint Michelle Morosky to Council Position 4.

Councilor Morosky joined Mayor and Councilors on the dais.

Remarks from Mayor and Councilors

Councilor Alcorn requested a Workshop topic be to talk about mental health in our community

Adjournment

Councilor Alcorn moved, Councilor Schreiber seconded and Council voted unanimously to adjourn the meeting at 5:00 PM.

Respectfully submitted:

ATTESTED:
 this 26th day of April, 2021:

Ron Hedenskog, Mayor

Janell K. Howard, City Recorder

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 9 MONTHS ENDING MARCH 31, 2021

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
TAXES	3,367,786.00	117,385.10	3,225,015.75	142,770.25	95.8
LICENSES AND PERMITS	265,000.00	44,567.22	233,120.70	31,879.30	88.0
INTERGOVERNMENTAL	291,800.00	9,451.61	153,322.18	138,477.82	52.5
CHARGES FOR SERVICES	317,000.00	14,504.47	282,349.14	34,650.86	89.1
OTHER REVENUE	163,883.00	2,601.51	402,346.56	(238,463.56)	245.5
TRANSFERS IN	579,943.00	.00	.00	579,943.00	.0
	4,985,412.00	188,509.91	4,296,154.33	689,257.67	86.2
<u>EXPENDITURES</u>					
JUDICIAL:					
PERSONAL SERVICES	32,738.00	2,947.47	26,993.92	5,744.08	82.5
MATERIAL AND SERVICES	12,850.00	350.00	3,425.08	9,424.92	26.7
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	45,588.00	3,297.47	30,419.00	15,169.00	66.7
FINANCE AND ADMINISTRATION:					
PERSONAL SERVICES	367,668.00	28,195.23	262,954.65	104,713.35	71.5
MATERIAL AND SERVICES	153,000.00	2,842.36	78,278.91	74,721.09	51.2
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	520,668.00	31,037.59	341,233.56	179,434.44	65.5
POLICE:					
PERSONAL SERVICES	2,614,605.00	212,054.14	1,868,601.97	746,003.03	71.5
MATERIAL AND SERVICES	184,000.00	6,927.01	115,028.72	68,971.28	62.5
CAPITAL OUTLAY	.00	16,000.00	16,000.00	(16,000.00)	.0
DEBT SERVICE	67,867.00	4,452.31	54,377.72	13,489.28	80.1
TRANSFERS OUT	.00	.00	.00	.00	.0
	2,866,472.00	239,433.46	2,054,008.41	812,463.59	71.7
FIRE:					
PERSONAL SERVICES	218,421.00	18,898.34	164,229.78	54,191.22	75.2
MATERIAL AND SERVICES	101,000.00	5,190.32	49,117.54	51,882.46	48.6
CAPITAL OUTLAY	.00	.00	.00	.00	.0
DEBT SERVICE	30,580.00	.00	30,579.01	.99	100.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	350,001.00	24,088.66	243,926.33	106,074.67	69.7

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 9 MONTHS ENDING MARCH 31, 2021

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
PLANNING AND BUILDING:					
PERSONAL SERVICES	248,233.00	20,388.23	187,675.69	60,557.31	75.6
MATERIAL AND SERVICES	91,100.00	1,291.98	35,667.83	55,432.17	39.2
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	339,333.00	21,680.21	223,343.52	115,989.48	65.8
PARKS & RECREATION:					
PERSONAL SERVICES	272,611.00	18,426.76	184,292.41	88,318.59	67.6
MATERIAL AND SERVICES	110,600.00	11,588.31	103,950.29	6,649.71	94.0
CAPITAL OUTLAY	.00	.00	1,373.00	(1,373.00)	.0
DEBT SERVICE	58,330.00	(6.05)	58,134.77	195.23	99.7
TRANSFERS OUT	.00	.00	.00	.00	.0
	441,541.00	30,009.02	347,750.47	93,790.53	78.8
GOLF COURSE:					
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	72,764.00	.00	61,041.08	11,722.92	83.9
MATERIAL AND SERVICES	40,300.00	558.41	26,817.65	13,482.35	66.6
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	113,064.00	558.41	87,858.73	25,205.27	77.7
NON-DEPARTMENTAL:					
MATERIAL AND SERVICES	162,600.00	7,447.90	67,313.19	95,286.81	41.4
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	555,500.00	.00	.00	555,500.00	.0
CONTINGENCIES AND RESERVES	640,645.00	.00	.00	640,645.00	.0
	1,358,745.00	7,447.90	67,313.19	1,291,431.81	5.0
	6,035,412.00	357,552.72	3,395,853.21	2,639,558.79	56.3
	(1,050,000.00)	(169,042.81)	900,301.12	(1,950,301.12)	85.7

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 9 MONTHS ENDING MARCH 31, 2021

STREET FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
INTERGOVERNMENTAL	636,000.00	37,687.50	546,542.15	89,457.85	85.9
OTHER REVENUE	14,450.00	1,630.00	6,559.91	7,890.09	45.4
TRANSFER IN	17,940.00	.00	9,119.30	8,820.70	50.8
	<u>668,390.00</u>	<u>39,317.50</u>	<u>562,221.36</u>	<u>106,168.64</u>	<u>84.1</u>
<u>EXPENDITURES</u>					
EXPENDITURES:					
PERSONAL SERVICES	214,589.00	16,941.38	155,891.61	58,697.39	72.7
MATERIAL AND SERVICES	209,000.00	6,213.28	89,955.59	119,044.41	43.0
CAPITAL OUTLAY	178,940.00	15,150.00	24,677.43	154,262.57	13.8
DEBT SERVICE	21,084.00	1,724.27	14,416.35	6,667.65	68.4
TRANSFERS OUT	61,775.00	.00	.00	61,775.00	.0
CONTINGENCIES AND RESERVES	158,002.00	.00	.00	158,002.00	.0
	<u>843,390.00</u>	<u>40,028.93</u>	<u>284,940.98</u>	<u>558,449.02</u>	<u>33.8</u>
	<u>843,390.00</u>	<u>40,028.93</u>	<u>284,940.98</u>	<u>558,449.02</u>	<u>33.8</u>
	<u>(175,000.00)</u>	<u>(711.43)</u>	<u>277,280.38</u>	<u>(452,280.38)</u>	<u>158.5</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 9 MONTHS ENDING MARCH 31, 2021

WATER FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
SOURCE 03	.00	.00	.00	.00	.0
CHARGES FOR SERVICES	1,765,000.00	115,299.91	1,335,894.37	429,105.63	75.7
OTHER INCOME	53,000.00	2,327.85	43,235.71	9,764.29	81.6
TRANSFERS IN	17,940.00	.00	9,119.30	8,820.70	50.8
	<u>1,835,940.00</u>	<u>117,627.76</u>	<u>1,388,249.38</u>	<u>447,690.62</u>	<u>75.6</u>
<u>EXPENDITURES</u>					
WATER DISTRIBUTION:					
PERSONAL SERVICES	378,604.00	29,256.79	275,212.62	103,391.38	72.7
MATERIAL AND SERVICES	186,300.00	16,332.45	142,889.84	43,410.16	76.7
CAPITAL OUTLAY	67,940.00	.00	44,441.81	23,498.19	65.4
DEBT SERVICE	7,186.00	367.40	4,588.83	2,597.17	63.9
TRANSFERS OUT	24,000.00	.00	.00	24,000.00	.0
	<u>664,030.00</u>	<u>45,956.64</u>	<u>467,133.10</u>	<u>196,896.90</u>	<u>70.4</u>
WATER TREATMENT:					
PERSONAL SERVICES	26,182.00	2,107.86	19,388.48	6,793.52	74.1
MATERIAL AND SERVICES	491,562.00	38,394.75	334,205.20	157,356.80	68.0
CAPITAL OUTLAY	10,000.00	.00	.00	10,000.00	.0
DEBT SERVICE	2,386.00	.00	2,384.49	1.51	99.9
TRANSFERS OUT	814,903.00	.00	.00	814,903.00	.0
CONTINGENCIES AND RESERVES	186,877.00	.00	.00	186,877.00	.0
	<u>1,531,910.00</u>	<u>40,502.61</u>	<u>355,978.17</u>	<u>1,175,931.83</u>	<u>23.2</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>2,195,940.00</u>	<u>86,459.25</u>	<u>823,111.27</u>	<u>1,372,828.73</u>	<u>37.5</u>
	<u>(360,000.00)</u>	<u>31,168.51</u>	<u>565,138.11</u>	<u>(925,138.11)</u>	<u>157.0</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 9 MONTHS ENDING MARCH 31, 2021

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	3,219,300.00	265,304.50	2,444,621.85	774,678.15	75.9
OTHER REVENUE	20,000.00	.00	8,378.27	11,621.73	41.9
TRANSFER IN	17,940.00	.00	9,119.29	8,820.71	50.8
	<u>3,252,740.00</u>	<u>265,304.50</u>	<u>2,462,119.41</u>	<u>790,620.59</u>	<u>75.7</u>
<u>EXPENDITURES</u>					
WASTEWATER COLLECTION:					
PERSONAL SERVICES	581,033.00	46,249.34	412,782.69	168,250.31	71.0
MATERIAL AND SERVICES	224,500.00	5,962.01	73,001.16	151,498.84	32.5
CAPITAL OUTLAY	32,940.00	.00	9,527.45	23,412.55	28.9
DEBT SERVICE	7,186.00	367.22	4,587.81	2,598.19	63.8
TRANSFERS OUT	193,811.00	.00	.00	193,811.00	.0
	<u>1,039,470.00</u>	<u>52,578.57</u>	<u>499,899.11</u>	<u>539,570.89</u>	<u>48.1</u>
WASTEWATER TREATMENT:					
PERSONAL SERVICES	39,578.00	3,161.71	29,081.87	10,496.13	73.5
MATERIAL AND SERVICES	938,591.00	74,477.72	639,965.66	298,625.34	68.2
CAPITAL OUTLAY	.00	.00	.00	.00	.0
DEBT SERVICE	2,386.00	.00	2,384.49	1.51	99.9
TRANSFERS OUT	1,357,636.00	.00	.00	1,357,636.00	.0
CONTINGENCIES AND RESERVES	324,579.00	.00	.00	324,579.00	.0
	<u>2,662,770.00</u>	<u>77,639.43</u>	<u>671,432.02</u>	<u>1,991,337.98</u>	<u>25.2</u>
	<u>3,702,240.00</u>	<u>130,218.00</u>	<u>1,171,331.13</u>	<u>2,530,908.87</u>	<u>31.6</u>
	<u>(449,500.00)</u>	<u>135,086.50</u>	<u>1,290,788.28</u>	<u>(1,740,288.28)</u>	<u>287.2</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 9 MONTHS ENDING MARCH 31, 2021

URBAN RENEWAL AGENCY FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
TAXES	582,539.00	18,395.19	625,299.30	(42,760.30)	107.3
INTERGOVERNMENTAL	.00	.00	.00	.00	.0
OTHER REVENUE	2,000.00	.21	2,997.22	(997.22)	149.9
TRANSFERS IN	.00	.00	.00	.00	.0
	<u>584,539.00</u>	<u>18,395.40</u>	<u>628,296.52</u>	<u>(43,757.52)</u>	<u>107.5</u>
<u>EXPENDITURES</u>					
GENERAL:					
PERSONAL SERVICES	.00	.00	.00	.00	.0
MATERIAL AND SERVICES	60,000.00	.00	3,879.32	56,120.68	6.5
CAPITAL OUTLAY	864,539.00	.00	.00	864,539.00	.0
DEBT SERVICE	.00	.00	.00	.00	.0
TRANSFERS OUT	130,000.00	.00	.00	130,000.00	.0
CONTINGENCIES AND RESERVES	.00	.00	.00	.00	.0
	<u>1,054,539.00</u>	<u>.00</u>	<u>3,879.32</u>	<u>1,050,659.68</u>	<u>.4</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>1,054,539.00</u>	<u>.00</u>	<u>3,879.32</u>	<u>1,050,659.68</u>	<u>.4</u>
	<u>(470,000.00)</u>	<u>18,395.40</u>	<u>624,417.20</u>	<u>(1,094,417.20)</u>	<u>132.9</u>

City of Brookings

URBAN RENEWAL AGENCY MEETING MINUTES

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

Monday, March 8 2021

Call to Order

Mayor Pieper called the meeting to order at 7:18 PM

Roll Call

Council Present: Mayor Jake Pieper, Councilor Alcorn, Councilor Schreiber, Councilor McKinney, and Councilor Hedenskog; a quorum present.

Staff present: City Manager Janell Howard, Public Works and Development Services Director Anthony Baron, and Deputy Recorder Natasha Tippetts

Media Present: None

Others Present: 3

Consent Calendar

- 1) Approve URA Minutes for December 14, 2020

Director Hedenskog moved, Director McKinney seconded, and Council voted to approve the Consent Calendar. Councilor Schreiber abstained.

Staff Reports

Future Urban Renewal Projects

Tony Baron and Janell Howard presented the staff report

- 1) Façade Improvement Program

Director Hedenskog moved, Director McKinney seconded, and Council voted unanimously to reactivate the Urban Renewal District Façade Improvement Program, allocating \$125,000 per fiscal year.

- 2) Bid on Sidewalk Infill Projects

Director Hedenskog moved, Director McKinney seconded, and with a four to one vote; Councilor Schreiber voting Nay, Council approved for the City to go out for Bid on Sidewalk Infill Projects.

Adjournment

Director Hedenskog moved, Director Alcorn seconded and Council voted unanimously to adjourn the meeting at 7:54 PM.

Respectfully submitted:

ATTESTED:
this 26th day of April, 2021:

Ron Hedenskog, Mayor

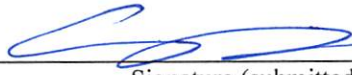
Janell K. Howard, City Recorder

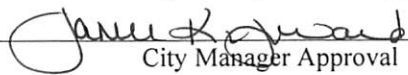
BROOKINGS URBAN RENEWAL AGENCY

AGENDA REPORT

Meeting Date: April 26, 2021

Originating Dept: PW/DS



 Signature (submitted by)


 City Manager Approval

Subject:

Hemlock Street Improvement Project.

Recommended Motion:

Authorize City Manager to enter into an agreement with Tidewater Contractors, Inc. in the amount of \$181,410 for street improvements on Hemlock Street from Oak Street to Alder Street.

Financial Impact:

\$181,410 to be funded from local fuel tax revenues and/or Urban Renewal Agency funds.

Background/Discussion:

The Hemlock Street Improvement project includes full street improvements along Hemlock Street between Oak and Alder. The project is listed on the five-year street improvement plan presented to Council in 2018. The City replaced the waterline under this section of Hemlock Street in September of 2019.

Bidders	Bid
Tidewater Contractors, Inc.	\$181,410
McLennan Excavation, Inc.	\$253,780

Attachments:

None.