

City of Brookings

MEETING AGENDA

CITY COUNCIL

Monday, February 28, 2022, 7:00pm

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)(f) "To consider information or records that are exempt by law from public inspection."

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. Every Child Curry – Bonnie Ell
2. Salmon Run Golf Course – Lee Finkl

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 City Council minutes for February 14, 2022 [Pg. 1]
2. Accept Financials for January 2022 [Pg. 3]

G. Staff Reports

1. Parks and Recreation – Kidtown Playground [Pg. 9]
 - a. Resolution 22-R-1216 [Pg. 11]
2. Curry Transfer and Recycling Rate Increase [Pg. 12]
 - a. CTR Letter dated February 14, 2022 [Pg. 13]
 - b. Exhibit A – Rate Schedule, Effective April 1, 2022 [Pg. 14]
3. 2021-2022 Street Paving Projects - Change Order [Pg. 16]
 - a. Tidewater Task Order #10, Contract #16-037 [Pg. 17]
 - b. Five-year Street Improvement Plan [Pg. 19]
4. Legal Services Contract [Pg. 20]
5. Loan Agreement #OTIF-0057 With ODOT [Pg. 21]
 - a. Amendment #2 to Loan Agreement and Promissory Note with ODOT [Pg. 22]

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 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.

City of Brookings
CITY COUNCIL MEETING MINUTES
City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415
Monday, February 14, 2022

Call to Order

Mayor Hedenskog called the meeting to order at 7:02 PM

Roll Call

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

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

Media Present: 1

Others Present: 7 audience members

Scheduled Public Appearances

1. Linda Maxon – Coast Community Health

Oral Requests and Communications from the Audience

1. Connie Hunter, 1310 English Court, Brookings; Provided information on Veteran Healthcare

Consent Calendar

1. Approve Council minutes for January 24, 2022
2. Accept Planning Commission minutes for January 4, 2022
3. Accept Parks and Recreation minutes for September 23, 2021
4. Approve Liquor License – Sprezzatura
5. Approve Liquor License - Panchos

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

Staff Reports

1. **Granting Franchise to Beacon Broadband Inc. Ordinance**

Staff report presented by Janell Howard

Councilor Schreiber moved, Councilor Alcorn seconded, and Council voted unanimously to read Ordinance 22-O-797 by title only.

Councilor Schreiber moved, Councilor Alcorn seconded, and Council voted unanimously to read Ordinance 22-O-797 by title only a second time.

Councilor Schreiber moved, Councilor Alcorn seconded, and Council voted unanimously to adopt Ordinance 22-O-797, an Ordinance of the City of Brookings granting Beacon Broadband Inc., its successors and/or assigns, ("Grantee"), a Franchise, as described herein, for all cable and telecommunication service purpose within the City of Brookings.

2. **Tanbark Pedestrian Easement**

Staff report presented by Tony Baron

Greg Dobbs, 108 Tanbark; provided opinion on proposed Tanbark easement

Pat Canney, 106 Tanbark; provided opinion on proposed Tanbark easement

Sandra Schoppert, 575 Memory; provided opinion on proposed Tanbark easement

Mayor Hedenskog moved, Councilor Schreiber seconded, and Council voted unanimously to authorize staff to install a new gate at the North Tanbark Pedestrian access way with signs of the City Park Rules.

Mayor Hedenskog spoke about the South Tanbark Pedestrian Way.

Mayor Hedenskog motioned to authorize staff to write a letter to homeowners on the sides of the South Tanbark Pedestrian way informing them about future City use of the pedestrian way. Councilor Schreiber seconded and Council voted unanimously, motion carried.

3. RV and Trailer Storage on Streets Ordinance

Staff report presented by Tony Baron

Councilor Schreiber moved, Councilor Morosky seconded, and Council voted unanimously to read Ordinance 22-O-796 by title only.

Councilor Schreiber moved, Councilor McKinney seconded, and Council voted unanimously to read Ordinance 22-O-796 by title only a second time.

Councilor Schreiber moved, Councilor McKinney seconded, and Council voted unanimously to adopt Ordinance 22-O-796, an Ordinance amending a subsection of Brookings Municipal Code in Chapter 10 Vehicles and Traffic.

4. Speed Zone Investigation – Chetco Avenue

Staff report presented by Tony Baron

Councilor McKinney moved, Councilor Alcorn seconded, and Council voted unanimously to authorize City Manager to send correspondence to ODOT concurring with the proposed speed zone changes as highlighted in the speed zone investigation, and requesting they consider change near Carpenterville and Dawson intersection.

Informational Non-Action Items

January Vouchers

Remarks from Mayor and Councilors

None

Adjournment

Mayor Hedenskog moved, Councilor Schreiber seconded and Council voted unanimously to adjourn the meeting at 8:34 PM

Respectfully submitted:

ATTESTED:
this 28th day of February, 2022:

Ron Hedenskog, Mayor

Janell K. Howard, City Recorder

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 7 MONTHS ENDING JANUARY 31, 2022

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
TAXES	3,507,011.00	252,819.21	3,272,556.73	234,454.27	93.3
LICENSES AND PERMITS	276,500.00	17,874.10	166,965.66	109,534.34	60.4
INTERGOVERNMENTAL	295,000.00	13,810.39	795,059.82	(500,059.82)	269.5
CHARGES FOR SERVICES	318,500.00	21,353.04	271,249.98	47,250.02	85.2
OTHER REVENUE	122,500.00	6,669.27	71,814.65	50,685.35	58.6
TRANSFERS IN	595,248.00	.00	.00	595,248.00	.0
	5,114,759.00	312,526.01	4,577,646.84	537,112.16	89.5
<u>EXPENDITURES</u>					
JUDICIAL:					
PERSONAL SERVICES	33,678.00	2,901.07	19,901.04	13,776.96	59.1
MATERIAL AND SERVICES	12,850.00	318.09	2,571.35	10,278.65	20.0
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	46,528.00	3,219.16	22,472.39	24,055.61	48.3
FINANCE AND ADMINISTRATION:					
PERSONAL SERVICES	367,902.00	31,147.72	214,120.21	153,781.79	58.2
MATERIAL AND SERVICES	153,500.00	2,236.24	74,589.74	78,910.26	48.6
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	521,402.00	33,383.96	288,709.95	232,692.05	55.4
POLICE:					
PERSONAL SERVICES	2,916,160.00	240,054.35	1,671,556.37	1,244,603.63	57.3
MATERIAL AND SERVICES	189,500.00	14,870.29	124,331.50	65,168.50	65.6
CAPITAL OUTLAY	.00	.00	.00	.00	.0
DEBT SERVICE	67,867.00	4,452.31	45,473.10	22,393.90	67.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	3,173,527.00	259,376.95	1,841,360.97	1,332,166.03	58.0
FIRE:					
PERSONAL SERVICES	229,448.00	19,506.03	133,744.17	95,703.83	58.3
MATERIAL AND SERVICES	101,500.00	7,029.28	62,637.39	38,862.61	61.7
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
	361,528.00	26,535.31	226,960.57	134,567.43	62.8

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 7 MONTHS ENDING JANUARY 31, 2022

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
PLANNING AND BUILDING:					
PERSONAL SERVICES	263,365.00	16,593.61	110,176.92	153,188.08	41.8
MATERIAL AND SERVICES	91,600.00	537.79	19,191.08	72,408.92	21.0
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	354,965.00	17,131.40	129,368.00	225,597.00	36.5
PARKS & RECREATION:					
PERSONAL SERVICES	282,595.00	22,487.92	149,950.57	132,644.43	53.1
MATERIAL AND SERVICES	114,100.00	6,767.70	66,415.65	47,684.35	58.2
CAPITAL OUTLAY	.00	.00	.00	.00	.0
DEBT SERVICE	9,981.00	.00	9,980.00	1.00	100.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	406,676.00	29,255.62	226,346.22	180,329.78	55.7
GOLF COURSE:					
PERSONAL SERVICES	.00	.00	.00	.00	.0
MATERIAL AND SERVICES	84,000.00	.00	38,000.00	46,000.00	45.2
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	84,000.00	.00	38,000.00	46,000.00	45.2
SWIMMING POOL:					
PERSONAL SERVICES	83,730.00	.00	67,935.72	15,794.28	81.1
MATERIAL AND SERVICES	48,600.00	347.46	41,909.02	6,690.98	86.2
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	132,330.00	347.46	109,844.74	22,485.26	83.0
NON-DEPARTMENTAL:					
MATERIAL AND SERVICES	164,600.00	8,460.84	51,597.21	113,002.79	31.4
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	555,350.00	.00	.00	555,350.00	.0
CONTINGENCIES AND RESERVES	663,853.00	.00	.00	663,853.00	.0
	1,383,803.00	8,460.84	51,597.21	1,332,205.79	3.7
	6,464,759.00	377,710.70	2,934,660.05	3,530,098.95	45.4
	(1,350,000.00)	(65,184.69)	1,642,986.79	(2,992,986.79)	121.7

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 7 MONTHS ENDING JANUARY 31, 2022

STREET FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
INTERGOVERNMENTAL	605,000.00	54,353.06	271,698.07	333,301.93	44.9
OTHER REVENUE	14,700.00	92.00	1,762.79	12,937.21	12.0
TRANSFER IN	.00	.00	.00	.00	.0
	<u>619,700.00</u>	<u>54,445.06</u>	<u>273,460.86</u>	<u>346,239.14</u>	<u>44.1</u>
<u>EXPENDITURES</u>					
EXPENDITURES:					
PERSONAL SERVICES	229,536.00	18,410.59	125,533.07	104,002.93	54.7
MATERIAL AND SERVICES	210,000.00	12,365.55	103,591.26	106,408.74	49.3
CAPITAL OUTLAY	187,940.00	.00	.00	187,940.00	.0
DEBT SERVICE	12,551.00	.00	8,038.90	4,512.10	64.1
TRANSFERS OUT	65,391.00	.00	.00	65,391.00	.0
CONTINGENCIES AND RESERVES	164,282.00	.00	.00	164,282.00	.0
	<u>869,700.00</u>	<u>30,776.14</u>	<u>237,163.23</u>	<u>632,536.77</u>	<u>27.3</u>
	<u>869,700.00</u>	<u>30,776.14</u>	<u>237,163.23</u>	<u>632,536.77</u>	<u>27.3</u>
	<u>(250,000.00)</u>	<u>23,668.92</u>	<u>36,297.63</u>	<u>(286,297.63)</u>	<u>14.5</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 7 MONTHS ENDING JANUARY 31, 2022

WATER FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
SOURCE 03	.00	.00	.00	.00	.0
CHARGES FOR SERVICES	1,815,000.00	133,000.34	1,087,866.57	727,133.43	59.9
OTHER INCOME	48,000.00	2,845.00	29,570.32	18,429.68	61.6
TRANSFERS IN	.00	.00	.00	.00	.0
	<u>1,863,000.00</u>	<u>135,845.34</u>	<u>1,117,436.89</u>	<u>745,563.11</u>	<u>60.0</u>

EXPENDITURES

WATER DISTRIBUTION:

PERSONAL SERVICES	403,704.00	32,816.59	223,528.36	180,175.64	55.4
MATERIAL AND SERVICES	186,800.00	18,562.56	118,825.15	67,974.85	63.6
CAPITAL OUTLAY	50,000.00	4,445.85	13,236.27	36,763.73	26.5
DEBT SERVICE	6,793.00	550.98	6,241.76	551.24	91.9
TRANSFERS OUT	24,000.00	.00	.00	24,000.00	.0
	<u>671,297.00</u>	<u>56,375.98</u>	<u>361,831.54</u>	<u>309,465.46</u>	<u>53.9</u>

WATER TREATMENT:

PERSONAL SERVICES	27,603.00	2,351.25	16,127.18	11,475.82	58.4
MATERIAL AND SERVICES	508,369.00	39,628.64	268,968.08	239,400.92	52.9
CAPITAL OUTLAY	10,000.00	.00	.00	10,000.00	.0
DEBT SERVICE	2,385.00	.00	2,384.49	.51	100.0
TRANSFERS OUT	718,494.00	.00	.00	718,494.00	.0
CONTINGENCIES AND RESERVES	204,852.00	.00	.00	204,852.00	.0
	<u>1,471,703.00</u>	<u>41,979.89</u>	<u>287,479.75</u>	<u>1,184,223.25</u>	<u>19.5</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>2,143,000.00</u>	<u>98,355.87</u>	<u>649,311.29</u>	<u>1,493,688.71</u>	<u>30.3</u>
	<u>(280,000.00)</u>	<u>37,489.47</u>	<u>468,125.60</u>	<u>(748,125.60)</u>	<u>167.2</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 7 MONTHS ENDING JANUARY 31, 2022

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	3,240,300.00	288,111.72	1,957,317.42	1,282,982.58	60.4
OTHER REVENUE	10,000.00	.00	5,211.08	4,788.92	52.1
TRANSFER IN	.00	.00	.00	.00	.0
	<u>3,245,800.00</u>	<u>288,111.72</u>	<u>1,962,528.50</u>	<u>1,283,271.50</u>	<u>60.5</u>

EXPENDITURES

WASTEWATER COLLECTION:

PERSONAL SERVICES	627,735.00	50,007.42	335,534.15	292,200.85	53.5
MATERIAL AND SERVICES	225,500.00	6,651.23	83,649.84	141,850.16	37.1
CAPITAL OUTLAY	15,000.00	.00	4,681.97	10,318.03	31.2
DEBT SERVICE	6,793.00	551.02	6,241.22	551.78	91.9
TRANSFERS OUT	197,806.00	.00	.00	197,806.00	.0
	<u>1,072,834.00</u>	<u>57,209.67</u>	<u>430,107.18</u>	<u>642,726.82</u>	<u>40.1</u>

WASTEWATER TREATMENT:

PERSONAL SERVICES	41,732.00	3,526.86	24,190.67	17,541.33	58.0
MATERIAL AND SERVICES	970,333.00	89,941.90	512,993.10	457,339.90	52.9
CAPITAL OUTLAY	.00	.00	.00	.00	.0
DEBT SERVICE	2,385.00	.00	2,384.49	.51	100.0
TRANSFERS OUT	1,357,525.00	.00	.00	1,357,525.00	.0
CONTINGENCIES AND RESERVES	325,491.00	.00	.00	325,491.00	.0
	<u>2,697,466.00</u>	<u>93,468.76</u>	<u>539,568.26</u>	<u>2,157,897.74</u>	<u>20.0</u>
	<u>3,770,300.00</u>	<u>150,678.43</u>	<u>969,675.44</u>	<u>2,800,624.56</u>	<u>25.7</u>
	<u>(524,500.00)</u>	<u>137,433.29</u>	<u>992,853.06</u>	<u>(1,517,353.06)</u>	<u>189.3</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 7 MONTHS ENDING JANUARY 31, 2022

URBAN RENEWAL AGENCY FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
TAXES	660,164.00	42,488.11	599,079.74	61,084.26	90.8
INTERGOVERNMENTAL	.00	.00	.00	.00	.0
OTHER REVENUE	2,000.00	.00	2,699.37	(699.37)	135.0
TRANSFERS IN	.00	.00	.00	.00	.0
	<u>662,164.00</u>	<u>42,488.11</u>	<u>601,779.11</u>	<u>60,384.89</u>	<u>90.9</u>
<u>EXPENDITURES</u>					
GENERAL:					
PERSONAL SERVICES	.00	.00	.00	.00	.0
MATERIAL AND SERVICES	60,000.00	.00	3,839.30	56,160.70	6.4
CAPITAL OUTLAY	1,332,164.00	.00	.00	1,332,164.00	.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>1,522,164.00</u>	<u>.00</u>	<u>3,839.30</u>	<u>1,518,324.70</u>	<u>.3</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>1,522,164.00</u>	<u>.00</u>	<u>3,839.30</u>	<u>1,518,324.70</u>	<u>.3</u>
	<u>(860,000.00)</u>	<u>42,488.11</u>	<u>597,939.81</u>	<u>(1,457,939.81)</u>	<u>69.5</u>

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: February 28, 2022

Originating Dept: Parks

Signature (submitted by)

City Manager Approval

Subject:

Resolution 22-R-1216 for submission of a Local Government Grant application to the Oregon Parks and Recreation Department (OPRD) for Kidtown Playground replacement and improvement project.

Recommended Motion:

Motion to adopt Resolution 22-R-1216 authorizing submission of a Local Government Grant application to the Oregon Parks and Recreation Department for the Kidtown Playground replacement and improvement project.

Financial Impact:

\$390,704 match to be paid from Capital Projects Reserve Fund, other grants, donations, and in-kind services.

Background/Discussion:

Kidtown was built in May 1994 by the non-profit organization, Friends of Kidtown Playground. This structure was purchased from Leathers & Associates and was built by community volunteers. The non-profit was dissolved on October 18, 1998, and they turned over their assets and the responsibility of maintaining Kidtown to the City. Kidtown is a well-known community asset, and is a heavily utilized area of Azalea Park. The City recently updated the swing area with traditional steel swing sets and now the main structure is approaching the end of its useful life.

Oregon Parks and Recreation Department (OPRD) cancelled their annual grant cycle for 2021. They will be taking applications in 2022. The City would like to apply for a new playground and related structures to be built at Kidtown. Leathers and Associates have sent us an estimate to build a "like" structure that would be unique to Brookings and our needs.

The Parks department has been soliciting feedback and direction from the Council, Parks Commission, and the community about what kind of playground is desired.

On October 21st, the Parks Commission hosted a community town hall to gain citizen input. The town hall was not well attended. However, there were several emails received that assisted us in gaining valuable insight. The overwhelming response was that the community would like to see a playground similar to the one we currently have. It was also evident that there is a strong desire to honor those who volunteered to build the original playground and repurpose the wood that was dedicated to community members and their families. In addition to the town hall, we also put a community survey on the website and promoted it via social media, and also with a public notice that was distributed to the local media.

On January 20, 2022, the Parks and Recreation Commission voted to present this resolution to the Council with a unanimous recommendation to approve.

In addition to the playground itself, we would also be seeking funding from OPRD to build a covered picnic shelter at Kidtown, full reconstruction of the Kidtown parking lot, and add a soft floor to the playground to make it ADA accessible. The total cost of the proposed project is \$976,760. The OPRD grant, if received will cover 60% of the total project costs.

The City's 40% required match for this project is \$390,704. Natures Coastal Holiday has pledged \$30,000 toward this project. The City is also applying for the Curry County ARP grant in the amount of \$216,000 to assist with the City's match funds.

Attachment:

- a. Resolution 22-R-1216

**CITY OF BROOKINGS
STATE OF OREGON**

RESOLUTION 22-R-1216

A RESOLUTION OF THE CITY OF BROOKINGS AUTHORIZING SUBMISSION OF A LOCAL GOVERNMENT GRANT APPLICATION TO THE OREGON PARKS AND RECREATION DEPARTMENT FOR A BROOKINGS PARK IMPROVEMENT PROJECT.

WHEREAS, the Oregon Parks and Recreation Department is accepting applications for the Local Government Grant Program; and

WHEREAS, the City of Brookings desires to participate in this grant program to the greatest extent possible as a means of providing needed park and recreation acquisitions, improvements, and enhancements to public park areas; and

WHEREAS, the City Council has identified improvements at Azalea Park as a high priority in the Parks Master Plan; and

WHEREAS, the Azalea Park Kid Town Replacement and Improvement Project - will enhance the visitor's experience; and

WHEREAS, grant funding for the Azalea Park Kid Town Replacement and Improvement Project will be used to replace and improve the current playground, add a covered picnic area, improve the parking lot, and add a soft and safe floor to make it ADA accessible; and

WHEREAS, the City of Brookings will provide adequate funding for ongoing operations and maintenance of this park and recreation facility should the grant funds be awarded; and

WHEREAS, the City of Brookings hereby certifies that the matching share for this application is readily available at this time;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Brookings, Oregon, does hereby authorize the submission of a Local Government Grant Program application to the Oregon Parks and Recreation Department for the Azalea Park Kid Town Replacement and Improvement Project, as described herein.

Passed by the City Council February 28, 2022; effective February 28, 2022.

Attest:

Mayor Ron Hedenskog

City Recorder Janell K. Howard

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: February 28, 2022

Originating Dept: Finance & Admin

Signature (submitted by)



City Manager Approval

Subject:

Curry Transfer and Recycling Rate Increase

Recommended Motions:

Motion to approve a new rate schedule from Curry Transfer and Recycling (CTR) for refuse collection and recycling services per attached letter and exhibit, effective April 1, 2022.

Financial Impact:

Approximately \$5,000 increase in franchise fee revenue from the rate increase.

Background/Discussion:

The ordinance establishing a franchise agreement with Curry Transfer and Recycling (CTR) provides that CTR may request a rate adjustment annually based upon cost of living and related factors. CTR has requested a rate increase of 4.7% (percent) to be effective April 1, 2022. This will result in a \$1.35 per month increase in the fee for a basic 32-gallon cart service.

CTR has an exclusive franchise with the City to provide refuse collection, disposal and recycling collection. The term of the franchise is year-to-year; the ordinance provides a 10-year termination provision.

Attachment(s):

- a. CTR letter dated February 14, 2022
- b. Exhibit A - rate schedule, effective April 1, 2022



17498 Carpenterville Rd, PO Box 4008, Brookings, OR 97415

(p) 800-826-9801 (f) 541-469-1048
currytransferrecycling.com

February 14, 2022

City of Brookings
Attn: Janell Howard- City Manager
898 Elk Drive
Brookings, OR 97415

RE: **2022** Rate Adjustment Request

Dear Janell Howard:

Customarily, each year we request a rate adjustment based on the prior year's US CPI average. The CPI for **2021** was **4.7%**. This will result in a **\$1.35** per month adjustment for a basic 32 gallon cart service. Please use this notice and the other information enclosed to consider a rate adjustment effective **April 1, 2022**.

We appreciate the opportunity to serve the City of Brookings.

Sincerely,

Luke Pyke
Site Manager

Enclosures:

2022 Exhibit A Rate Comparison
2021 CPI Adjustment- Department of Labor



City of Brookings Rate Schedule

Exhibit A

Effective April 1, 2022

			Previous Adjustment 2021	Rate Adjustment	New Rate 2022
Residential Cart Service					
21	gallon	per month	21.40	4.70% 1.01	22.41
32	gallon	per month	28.76	4.70% 1.35	30.11
48	gallon	per month	41.17	4.70% 1.93	43.10
64	gallon	per month	53.55	4.70% 2.52	56.07
96	gallon	per month	78.33	4.70% 3.68	82.01
Commercial Cart Service					
32	gallon	per month	28.22	4.70% 1.33	29.55
48	gallon	per month	42.33	4.70% 1.99	44.32
64	gallon	per month	56.44	4.70% 2.65	59.09
96	gallon	per month	84.65	4.70% 3.98	88.63
Commercial/Container Rental Service					
Per Loose Yard Trash Service			30.45	4.70% 1.43	31.88
Per Loose Yard Brush Service			15.00	4.70% 0.71	15.71
Per Loose Yard Metal Service			15.00	4.70% 0.71	15.71
Auto Lock Charge			4.38	4.70% 0.21	4.59
Dumpster Rental			17.70	4.70% 0.83	18.53
Extra bag- on route			6.26	4.70% 0.29	6.55
Medical Waste- 1 Gallon Sharps			26.97	4.70% 1.27	28.24
Medical Waste Tub collection per gallon			3.63	4.70% 0.17	3.80
Roll- Off Daily Rent Charge			2.55	4.70% 0.12	2.67
Special Handling Charge			1.39	4.70% 0.07	1.46
Special Trip/ Off Route Trip/Delivery Charge			21.34	4.70% 1.00	22.34
Start; Stop; Resume; Seasonal Stop			7.55	4.70% 0.35	7.90
Recycling					
Residential recycle only (no solid waste service)			22.49	4.70% 1.06	23.55
Commercial Cardboard- routed			up to 25% of commercial yard rate		
Commercial Commingle			up to 50% of commercial yard rate		
Heavy Roofing or Demolition			1.5 times yard rate		
Extra Heavy Demolition or Mechanically			2.75 times yard rate		



Databases, Tables & Calculators by Subject

Change Output Options: From: 2010 ▼ To: 2021 ▼ ☐ include graphs ☒ include annual averages[More Formatting Options](#) 

Data extracted on: February 10, 2022 (3:21:21 PM)

CPI for All Urban Consumers (CPI-U)

12-Month Percent Change

Series Id: CUUR0000SA0

Not Seasonally Adjusted

Series Title: All items in U.S. city average, all urban consumers, not seasonally adjusted

Area: U.S. city average

Item: All items

Base Period: 1982-84=100

Download:  [CSV](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2010	2.6	2.1	2.3	2.2	2.0	1.1	1.2	1.1	1.1	1.2	1.1	1.5	1.6	2.1	1.2
2011	1.6	2.1	2.7	3.2	3.6	3.6	3.6	3.8	3.9	3.5	3.4	3.0	3.2	2.8	3.5
2012	2.9	2.9	2.7	2.3	1.7	1.7	1.4	1.7	2.0	2.2	1.8	1.7	2.1	2.3	1.8
2013	1.6	2.0	1.5	1.1	1.4	1.8	2.0	1.5	1.2	1.0	1.2	1.5	1.5	1.5	1.4
2014	1.6	1.1	1.5	2.0	2.1	2.1	2.0	1.7	1.7	1.7	1.3	0.8	1.6	1.7	1.5
2015	-0.1	0.0	-0.1	-0.2	0.0	0.1	0.2	0.2	0.0	0.2	0.5	0.7	0.1	-0.1	0.3
2016	1.4	1.0	0.9	1.1	1.0	1.0	0.8	1.1	1.5	1.6	1.7	2.1	1.3	1.1	1.5
2017	2.5	2.7	2.4	2.2	1.9	1.6	1.7	1.9	2.2	2.0	2.2	2.1	2.1	2.2	2.0
2018	2.1	2.2	2.4	2.5	2.8	2.9	2.9	2.7	2.3	2.5	2.2	1.9	2.4	2.5	2.4
2019	1.6	1.5	1.9	2.0	1.8	1.6	1.8	1.7	1.7	1.8	2.1	2.3	1.8	1.7	1.9
2020	2.5	2.3	1.5	0.3	0.1	0.6	1.0	1.3	1.4	1.2	1.2	1.4	1.2	1.2	1.2
2021	1.4	1.7	2.6	4.2	5.0	5.4	5.4	5.3	5.4	6.2	6.8	7.0	4.7	3.4	6.0

U.S. BUREAU OF LABOR STATISTICS Postal Square Building 2 Massachusetts Avenue NE Washington, DC 20212-0001

Telephone: 1-202-691-5200 Federal Relay Service: 1-800-877-8339 www.bls.gov [Contact Us](#)

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: February 28, 2022

Originating Dept: PWDS

Signature (submitted by)


City Manager Approval

Subject:

2021-22 Street Paving Projects – Tidewater Change Order #2

Recommended Motion:

Authorize City Manager to sign Change Order #2 with Tidewater Contractors, to add the paving of Hemlock Street from Oak to Fern to the 2021-22 street paving projects.

Financial Impact:

\$71,374 from Local Fuel Tax Revenues and Urban Renewal Funds.

Background/Discussion:

Tidewater Contracting was awarded the 2021-22 Street Paving Projects in the amount of \$266,500 which included the grind and overlay paving from the 5-year streets paving plan, including Ransom Avenue between Pioneer and Fawn, Michelle Lane from Kevin Place to Fawn Drive, Maple Street from Railroad To Alder Street, Ransom Avenue from Fawn Drive to Pioneer Lane, Sandy Lane from Macklyn Cove Drive to the Culdesac, and First Street from Ransom Avenue to Easy Street. All of these streets have been completed with the exception of Mendy Street.

Change Order #1 in the amount of \$5,500 was for additional work and paving on Maple and Oxford Streets.

The Urban Renewal Agency approved and awarded the Hemlock Street Sidewalk Infill Project to Klinefelter Contracting in early 2021. The project included curb, gutter, and sidewalk infill between Oak and Fern. Street paving was not part of that project. Staff recommends completing this paving, and adding to the 2021-22 streets paving project.

Attachment(s):

- a. Tidewater Task Change Order #2
- b. 5 Year Streets Paving Plan

City of Brookings – Contract Task Order

Contract Title: As Needed Contract Services

Contractor: Tidewater Contractors, Inc.

Contract #: 16-037 TO # 10 CO # 2 Project Manager: Anthony Baron

This Contract Task Order, described under the terms below, is made and entered into this _____ day of _____, 2022 by and between the City of Brookings, hereinafter referred to as “City,” and Tidewater Contractors, Inc. hereinafter referred to as “Contractor,” with an effective date of March, 2022

The terms of this Change Order are: add \$71,374 for Hemlock Street Improvements

From Willow Street to Oak Street

Original Contract Amount \$ 266,500

Change Order #1 \$ 5,500

Change Order #2 \$ 71,374

New Contract Amount \$ 76,874

Completion Date (if applicable) : _____

TIDEWATER CONTRACTORS, INC.

By: _____

Name: Cassie Fitzhugh

Title: Contract Admin

Address: PO Box 1956

Brookings. OR 97415

CITY OF BROOKINGS

By: _____

Name: Janell K. Howard

Title: City Manager

Address: 898 Elk Drive

Brookings, OR 97415

Tidewater Contractors, Inc.
 PO Box 1956
 16156 Hwy 101 S.
 Brookings, OR 97415

City of Brookings						27-Sep-21
Hemlock Street Improvements						
Willow Street to Oak Street						
No.	Description	Quantity	Unit	Unit Cost	Item Cost	
1	Construction Facilities And Temporary Controls	All	LS	5,000 ⁰⁰	5,000 ⁰⁰	
2	Miscellaneous Demolition and Site Preparation	All	LS			
3	Foundation Stabilization	10	CY			
4	Subgrade Stabilization - 18"	300	SY	25 ⁰⁰	7,500 ⁰⁰	
5	AC Pavement Removal	734	SY	2 ⁰⁰	1,468 ⁰⁰	
6	Concrete Sidewalk/Driveway Removal	68	SY			
7	Curb & Gutter Removal	6	LF			
8	Roadway Excavation	521	CY	20 ⁰⁰	10,420 ⁰⁰	
9	Subgrade Geotextile Fabric	953	SY	2 ⁰⁰	1,906 ⁰⁰	
10	Aggregate Base	640	Tons	22 ⁰⁰	14,080 ⁰⁰	
11	Curb & Gutter	532	LF			
12	Concrete Sidewalk	1,738	SF			
13	Concrete Driveway	1,312	SF			
14	Extra for AC Approaches	2	Each	500 ⁰⁰	1,000 ⁰⁰	
15	AC Pavement	250	Ton	120 ⁰⁰	30,000 ⁰⁰	
16	AC Pavement Removal & Replacement	10	LF			
17	12" Storm Drain (Class III Backfill)	130	LF			
18	4" Storm Drain (Class III Backfill)	20	LF			
19	G2 Catch Basin	1	Each			
20	Storm Drain Connection to Existing Structure	1	Each			
21	Valley Gutter	37	LF			
22	Painted Striping - 4"	90	LF			
23	1"ø - Service Connection	4	Each			
24	1"ø - Service Line - Standard Placement	94	LF			
25	1" Water Meter Assembly Relocation	4	Each			
26	New Cluster Mailbox	1	Each			
27	Telephone Manhole Adjustment	1	Each			
28	Telephone Vault Adjustment	1	Each			
29	Landscaping	All	LS			

Total Bid : \$71,374

Tidewater Contractors, Inc.
 PO Box 1956
 16156 Hwy 101 S.
 Brookings, OR 97415

MAJOR MAINTENANCE BUDGET REPORT

		2018-19						2009	2017
<u>Sec ID</u>	<u>Name</u>	<u>From</u>	<u>To</u>	<u>Length</u>	<u>Width</u>	<u>Lanes</u>	<u>Overlay</u>	<u>Cost</u>	<u>Updated Cost</u>
1161	HUB ST	ARNOLD LN	CULDESAC	890	13	2	1.5	11,308	14,167
	SPRUCE ST	ALDER ST	LINDEN						198,501
1180	LUNDEEN RD	OLD COUNTY RD	AZALEA BALL	960	20	2	0	99,775	195,525
1315	SPRUCE ST	ALDER ST	OAK ST	420	25	2	2	31,150	39,027
								142,233	<u>447,220</u>
		2019-20							
1282	RANSOM AV	KEVIN PL	FAWN DR	430	32	2	1.5	85,405	165,655
1169	KEVIN PL	HASSETT ST	RANSOM AV	770	32	2	1.5	53,592	67,143
								138,997	<u>265,850</u>
		2020-21							
1152	HEMLOCK ST	ALDER ST	OAK ST	400	27	2	1.75	26,381	180,000
									<u>180,000</u>
		2021-22							
1001	1 ST	RANSOM AV	EASY ST	850	18	2	1.5	33,278	39,500
1193	MECHELLE LN	KEVIN PL	FAWN DR	430	32	2	1.5	29,928	25,500
1184	MAPLE ST	RAILROAD	ALDER ST	1000	32	2	1.5	24,707	63,000
1196	MENDY ST	PACIFIC AV	CULDESAC	490	21	2	1.5	22,381	22,000
1279	RANSOM AV	FAWN DR	PIONEER RD	580	32	2	1.5	63,615	65,000
1297	SANDY LN	MACK. COVE DR	CULDESAC	370	33	2	1.5	55,613	51,500
								229,521	<u>266,500</u>
		2022-23							
1308	SEASCAPE CT	TANBARK RD	CULDESAC	430	11	2	1.5	9,697	12,148
1332	VALLEY ST	HILLSIDE DR	CHETCO AV	350	14	2	1.5	10,045	12,585
1294	ROWLAND LN	KNOLL LN	ARNOLD LN	330	33	2	0	10,965	13,738
1295	ROWLAND LN	SMITH DR	KNOLL LN	460	34	2	0	15,285	19,150
1302	SEACREST LN	GLENWOOD DR	ARCH LN	100	35	2	1.5	7,175	8,989
1071	CHETCO LN	CHETCO AV	CULDESAC	460	30	2	1.5	30,015	37,605
1095	EASY MANOR	EASY ST	EASY ST	920	21	2	1.75	47,193	59,126
1118	FRONTAGE RD	ROSS RD	ELK DR	90	30	2	1.5	12,298	15,407
1194	MEMORY LN	COVE RD	TANBARK RD	810	28	2	1.75	57,669	72,251
1189	MARINE DR	OLD COUNTY RD	MARINE DR	2190	17	2	0	14,644	18,347
								110,633	<u>269,346</u>
									<u><u>\$1,473,071</u></u>

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: February 28, 2022

Originating Dept: Finance & Admin

Signature (submitted by)



City Manager Approval

Subject:

Legal Services Contract.

Recommended Motion:

Motion to authorize the City Manager to enter into an agreement for legal services with Bullard Law.

Financial Impact:

Unknown

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: February 28, 2022

Originating Dept: Finance & Admin

Signature (submitted by)


City Manager Approval

Subject:

Amendment to Loan Agreement #OTIF-0057 with Oregon Department of Transportation (ODOT).

Recommended Motion:

Motion to authorize the City Manager to sign Amendment #2 to Loan Agreement #OTIF-0057 with ODOT and related documents.

Financial Impact:

\$250,000 additional debt at an interest rate of 2.05%. Annual debt payments remain within budget.

Background/Discussion:

The City was awarded a grant from ODOT for 60% of the Railroad Avenue Reconstruction project in 2015. The project consisted of a complete reconstruction of Railroad Avenue, including left-turn lanes, curb, gutter, sidewalks, and bicycle lanes. Construction was completed in 2018.

The City also was awarded a low-interest loan for \$650,000 at 2.05%, from ODOT through the Oregon Transportation Infrastructure Bank to finance a portion of the local match. At project completion, additional funds were available in this fund, and ODOT communicated that we would be able to access them if requested. This request has gone through a few staffing changes at ODOT and has been approved by the Department of Justice (DOJ). ODOT is now prepared to award an additional loan amount of \$250,000.

Amendment #1 was an extension of time to complete the project. Amendment #2 (attached) is to increase the loan amount from \$650,000 to \$900,000. The maturity date remains the same at October 1, 2028. The annual payment amount of \$125,030 remains within budget, as this has been in process for years.

Attachment:

- a. Amendment #2 to Loan Agreement and Promissory Note with ODOT

AMENDMENT #2 TO LOAN AGREEMENT

THIS SECOND AMENDMENT TO LOAN AGREEMENT ("Amendment") is made and entered into as of the _____ day of _____ 2022, by and between the State of Oregon, acting by and through its Department of Transportation (the "State"), and City of Brookings, Oregon (the "Borrower"). The reference number for this Loan Agreement is OTIF-0057. Capitalized terms not otherwise defined herein shall have the meanings assigned to them in the Loan Agreement (as defined below).

WITNESSETH

WHEREAS, the State and the Borrower entered into Loan Agreement OTIF-0057 dated August 1, 2015 (as amended from time to time, the "Loan Agreement"), pursuant to which the State agreed to make a loan to Borrower in the principal amount of Six Hundred Fifty Thousand (\$650,000) (the "Loan") to finance Borrower's portion of the costs of construction of the Railroad Street Reconstruction (the "Project");

WHEREAS, in connection with the Loan, the Borrower executed and delivered to the State a promissory note dated August 1, 2015 (as amended, extended, or renewed from time to time, the "Note"); and

WHEREAS, the State and the Borrower desire to modify certain terms and conditions of the Loan Agreement consistent with the changes to the Project schedule.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the State and the Borrower mutually agree as follows:

1. The definition of "Maturity Date," in Section 1.01 of the Loan Agreement is amended and restated to read as follows:

"Maturity Date" means the date on which the Loan is payable in full, which date shall be October 1, 2028.

2. Section 2.01 of the Loan Agreement is amended and restated to read as follows:

Section 2.01. Loan Amount. On _____, 2022 the State hereby agrees to make to the Borrower, and the Borrower agrees to borrow and accept from the State, a Loan in the maximum aggregate principal amount of Nine Hundred Thousand and No/100 Dollars (\$900,000).

2. Section 3.10 of the Loan Agreement is amended and restated to read as follows:

Section 3.-10. Matching Funds. Matching funds of the Borrower in the amount of Two Million One Hundred Nineteen Thousand and No/100 Dollars (\$2,119,000) are available and committed to the Project.

3. Exhibit B to the Loan Agreement is amended and restated in the form of Revised Exhibit B attached hereto.

4. Exhibit C to the Loan Agreement is amended and restated in the form of Revised Exhibit C attached hereto.

5. This Amendment may be signed in several counterparts. Each will be an original, but all of them together constitute the same instrument.

6. Except as specifically modified above, all other terms and conditions of the Loan Agreement and the Note remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the State and Borrower have caused this First Amendment to Loan Agreement to be executed and delivered as of the date set forth in the first paragraph above.

STATE OF OREGON, acting by and
through its Department of Transportation

CITY OF BROOKINGS, OREGON
Borrower

By: _____

Tracy D. Wroblewski
Chief Financial Officer

By: _____

Name: _____

Title: _____

Revised Exhibit B to Loan Agreement

Approved Project Budget

Borrower: City of Brookings

Costs of Project:

Construction	\$1,455,000
Preliminary Engineering	301,000
Right of Way	10,000
Design & Architectural	752,500
Land Acquisition & Site Preparation	40,000
Contingency	451,500
Loan Fee	9,000
Total	\$3,019,000

Revised Exhibit C to Loan Agreement

Form of Promissory Note

FIRST AMENDED AND RESTATED PROMISSORY NOTE

\$900,000 _____, 2022

For value received, the City of Brookings (hereinafter "Borrower") unconditionally promises to pay to the State of Oregon, acting by and through its Department of Transportation (hereinafter "State"), or order, at 350 Capitol St. NE, Salem, OR 97301-3871 or such other place as the State may designate in writing, the principal sum of Nine Hundred Thousand Dollars (\$900,000), or so much thereof as is disbursed and not repaid, plus interest from the date of this First Amended and Restated Promissory Note ("Note") on the unpaid principal balance until paid. Any capitalized terms not defined in this Note have the meanings assigned to such terms in that certain loan agreement dated the same date as this Note between the State and Borrower (as amended from time to time the "Loan Agreement").

Interest shall accrue on the unpaid principal balance at the rate of Two and 5/100 percent (2.05%) per annum and shall be computed on the basis of a 360-day year, consisting of twelve (12), thirty (30) day months.

Principal and interest shall be payable at the times and in the amounts specified in Exhibit A: Repayment Schedule (attached to this Note and by this reference made a part hereof), and the outstanding principal balance of the Note, together with accrued unpaid interest, shall be due and payable on the Maturity Date. Each payment made by the Borrower under this Note shall be applied first to the State's expenses (if any) and any fees due, then to interest due, and then to the principal of the Loan unless the Loan Agreement provides otherwise.

This Note is payable prior to its maturity as provided for in Section 2.06 of the Loan Agreement.

This Note is given to avoid the execution by the Borrower of an individual note for each advance by the State to the Borrower. In consideration thereof, the Borrower agrees that the State's record entries of transactions pursuant to this Note, shall be conclusive evidence of borrowings and payments made pursuant to this Note, absent manifest error.

In the event that the Borrower receives written notification from the State that payments made pursuant to the Loan Agreement have been assigned, all payments hereunder shall be made directly to the assignee pursuant to such assignment.

If an Event of Default occurs, the outstanding balance under this Note, including principal, interest and other charges, if any, shall, at the option of the State, become

immediately due and payable. Presentment, demand, protest, and notice of dishonor, protest and nonpayment are waived by the Borrower.

To the extent permitted by the Oregon Constitution and the Oregon Tort Claims Act, the prevailing party in any dispute arising from this Note shall be entitled to recover from the other its reasonable attorney fees, costs and expenses at trial and on appeal. Reasonable attorney fees shall not exceed the rate charged to the State by its attorneys. The Borrower shall, on demand, pay to the State its reasonable expenses incurred in the collection of Loan payments.

The terms, provisions and covenants contained in this Note shall apply to, inure to the benefit of, and bind the parties hereto and their respective successors and assigns.

This Note shall be governed by and construed in accordance with the laws of the State of Oregon (without giving effect to its conflicts of law principles).

This Note is subject to the terms and conditions of the Loan Agreement. The indebtedness evidenced by this Note is secured by the collateral described in the Loan Agreement.

This Note amends and restates in its entirety that certain Promissory Note, in the original principal amount of Six Hundred Fifty Thousand Dollars (\$650,000), made by Borrower and payable to the order of State dated August 1, 2015 (the "Existing Note"), and is given in replacement of the Existing Note, but not in payment or satisfaction thereof. To the extent this Note is the same as the Existing Note, it is a continuation thereof and to the extent this Note is different from the Existing Note, it is an amendment thereof.

NOTICE TO BORROWER

DO NOT SIGN THIS NOTE BEFORE YOU READ IT. FULL OR PARTIAL REPAYMENT BEFORE THE DATE PROVIDED FOR REPAYMENT IN THIS NOTE AND IN THE LOAN AGREEMENT MAY NOT BE PERMITTED, AND A PREMIUM FOR ANY SUCH PREPAYMENT MAY BE CHARGED AND COLLECTED.

City of Brookings

By: _____

Name & Title (print): _____

Exhibit A to First Amended and Restated Promissory Note

Repayment Schedule

Borrower: City of Brookings

Payment Due Date:	Amount Due:
October 1, 2021	Payment of principal and interest of \$92,721.72
October 1, 2022 and the first day of each October thereafter	Installment payment of principal and interest of \$125,030
Maturity Date (October 1, 2028)	