

City of Brookings

MEETING AGENDA

CITY COUNCIL

Monday, May 8, 2023, 7:00pm

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

The City Council will meet in Executive Session at **6:00PM**, in the City Manager's Office, under the authority of ORS 192.660(2)(b), to consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing and ORS 192.660(2)(i), to consider "review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing"

CITY COUNCIL

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Ceremonies/Announcements

1. Safe Boating Week Proclamation [Pg. 1]

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 meeting minutes for April 24, 2023 [Pg. 2]
2. Accept Planning Commission minutes for March 7, 2023 [Pg. 4]

G. Staff Reports/Hearings

1. Chetco Avenue Enhancements [Pg. 6]
 - a. ODOT Traffic Study Scope of Work [Pg. 8]
 - b. ODOT Technical Memorandum [Pg. 12]
2. Brookings Flying Club Ground Lease [Pg. 15]
 - a. Draft Ground Lease [Pg. 17]
3. Waive Park Use and Picnic Table Fees – Wild Rogue Relay [Pg. 22]
 - a. Park Use Application [Pg. 23]

H. Informational/Non-Action Items

1. April Vouchers [Pg. 26]

I. Remarks from Mayor and Councilors

J. 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.

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 *Proclamation*

For over 100 million Americans, boating continues to be a popular recreational activity. From coast to coast, and everywhere in between, people are taking to the water and enjoying time together boating, sailing, paddling and fishing. During National Safe Boating Week, the U.S. Coast Guard and its federal, state, and local safe boating partners encourage all boaters to explore and enjoy America's beautiful waters responsibly.

Safe boating begins with preparation. The Coast Guard estimates that human error accounts for most boating accidents and that a life jacket could prevent nearly 86 percent of boating fatalities. Through basic boating safety procedures – carrying lifesaving emergency distress and communications equipment, wearing life jackets, attending safe boating courses, participating in free boat safety checks, and staying sober when navigating – we can help ensure boaters on America's coastal, inland, and offshore waters stay safe throughout the season.

National Safe Boating Week is observed to bring attention to important life-saving tips for recreational boaters so that they can have a safer, more fun experience out on the water throughout the year.

WHEREAS, on average, 650 people die each year in boating-related accidents in the U.S.; 75 percent of these are fatalities caused by drowning; and

WHEREAS, the vast majority of these accidents are caused by human error or poor judgment and not by the boat, equipment or environmental factors; and

WHEREAS, a significant number of boaters who lose their lives by drowning each year would be alive today had they worn their life jackets.

NOW, THEREFORE, that I, Ron Hedenskog, Mayor of the City of Brookings, do hereby proclaim the week of May 20th – 26th to be

Safe Boating Week

In Witness Whereof, I, Ron Hedenskog, do hereto set my hand and cause the official seal of the City of Brookings, Oregon, to be affixed this 8th day of May, 2023.

Mayor Ron Hedenskog

City of Brookings
CITY COUNCIL MEETING MINUTES
City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415
Monday, April 24, 2023

Call to Order

Mayor Hedenskog called the meeting to order at 7:01 PM

Roll Call

Council Present: Mayor Ron Hedenskog, Councilors Isaac Hodges, Andy Martin, Michelle Morosky, and Ed Schreiber; a quorum present

Staff present: City Manager Janell Howard, Public Works Director Tony Baron, and Planning Tech Lauri Ziemer

Media Present: 1

Others Present: 38

Oral Requests and Communications from the Audience

- Lynne Smith, 28 Floral Dr, Brookings – spoke on behalf of Barbara Nystad in opposition to reinstatement of Janell Howard
- Connie Hunter, 1310 English Ct, Brookings – provided information on non-profit organizations
- Rick Bishop, 625 Spruce Dr, Brookings – provided opinion on properties in C3 zoning
- Jean Soderman, 413 Hillside Dr, Brookings – provided opinion on first amendment

Consent Calendar

1. Approve City Council meeting minutes for April 10, 2023
2. Accept March financials

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

Staff Reports/Hearings

1. Coos Curry Electric Cooperative Franchise

Staff report presented by Janell Howard

Council discussed proposed ordinance. **Councilor Schreiber moved, Councilor Martin seconded, and Council voted unanimously to read Ordinance 23-O-806 by title only.**

Councilor Schreiber moved and Council Martin seconded to adopt Ordinance 23-O-806, granting a 10-year franchise to Coos-Curry Electric, Inc., for the operation of an electric power transmission and distribution system within the City of Brookings; prescribing the terms, conditions and manner of the acceptance of such franchise; repealing Ordinance No. 23-O-805 with the following changes:

Section 10(a) to read: "In consideration of the rights, privileges and franchise hereby granted in Section 2 of this Ordinance, Grantee shall pay to the City a fee equivalent to 5.0% of the Grantee's gross operating revenues, earned within the City ("Franchise Fee") effective May 1, 2023", and striking in it's entirety Section 10(c).

Keith Burkhalter, Coos Curry Electric representative questioned striking Section 10(c) in it's entirety. Councilor Martin withdrew his second and Councilor Schreiber clarified his motion.

Councilor Schreiber moved and Councilor Martin seconded, to retain the motion but correct it to only strike the first sentence in Section 10(c). Council voted to adopt Ordinance 23-O-806 four to one with Mayor Hedenskog voting nay.

Councilor Schreiber moved, Councilor Hodges seconded, and Council voted unanimously that in the event Coos Curry Electric, Inc does not agree to sign the agreement the Council authorizes the City Manager to proceed with implementation of ORS 221.450 at the rate of 5%. Signed agreement to be received by April 27, 2023 close of business.

2. Ferry Creek Dam Removal

Staff report presented by Tony Baron

Councilor Schreiber moved, Mayor Hedenskog seconded, and Council voted unanimously to authorize the City Manager to pursue the removal of Ferry Creek Dam as proposed by River Design Group.

Remarks from Mayor and Councilors

Councilor Martin motioned to dismiss City Manager Janell Howard without cause effective immediately. Councilor Hodges seconded, and with a three to two vote, Councilor Morosky, Councilor Schreiber and Mayor Hedenskog voting nay, the motion failed.

Council scheduled an executive session for Wednesday, April 26, 2023 at 4:30 pm for further discussion on this personnel issue.

Adjournment

Mayor Hedenskog moved, Councilor Schreiber seconded and Council voted unanimously to adjourn the meeting at 7:55 PM.

Respectfully submitted:

ATTESTED this 8th day of May 2023:

Ron Hedenskog, Mayor

Janell K. Howard, City Recorder

BROOKINGS PLANNING COMMISSION MINUTES

March 7, 2023

CALL TO ORDER

The regular meeting of the Brookings Planning Commission was called to order by Chair Watwood at 7:00 pm in the EOC building followed by the Pledge of Allegiance.

ROLL CALL

Commissioners Present: Anthony Bond, Cody Coons, Skip Hunter, Clayton Malmberg, Gerry Wulkowicz, Chair Skip Watwood

Commissioners Absent: Jon Weaver

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

Others Present: 5 audience members

PLANNING COMMISSION CHAIR PERSON ANNOUNCEMENTS - None

PUBLIC HEARINGS

4.1 In the matter of File No. CUP-3-23, a request for approval of a Conditional Use Permit to operate a Short Term Rental facility at 1341 Chetco Avenue; Assessors Map & Tax Lot No. 4114-01AA-00400

There was no ex parte contact, bias, personal interest, or conflicts of interest declared and no objection to the jurisdiction of the Planning Commission to hear the matter. The public hearing was opened at 7:05 pm. PWDS Director Tony Baron reviewed the staff report.

The applicant, Thomas McGrane, addressed the Commission and was present to answer any questions. No members of the public spoke in opposition and no participant requested additional time to submit materials. Public hearing was closed at 7:15 pm.

The Commission deliberated on the matter. **Motion made by Commissioner Hunter to approve File CUP-3-23 a request for a Conditional Use Permit to operate a short term rental at 1341 Chetco Avenue based on the findings and conclusions stated in the staff report and subject to the Conditions of Approval; motion seconded and with no further discussion by a 6-0 vote the motion carried.**

Motion made by Chair Watwood to approve the Final Order regarding file CUP-3-23, based on the findings and conclusions stated in the staff report and subject to the Conditions of Approval; motion seconded and with no further discussion by a 6-0 vote the motion carried.

4.2 In the matter of File No. CUP-4-23, a request for approval of a Conditional Use Permit to operate a Short Term Rental facility at 1322 Nautical Heights ; Assessors Map & Tax Lot No. 4014-36A-00809

There was no ex parte contact, bias, personal interest, or conflicts of interest declared and no objection to the jurisdiction of the Planning Commission to hear the matter. The public hearing was opened at 7:17 pm. PWDS Director Tony Baron reviewed the staff report.

The applicant, Eric Meyer, addressed the Commission and was present to answer any questions. No members of the public spoke in opposition and no participant requested additional time to submit materials. Public hearing was closed at 7:27 pm.

The Commission deliberated on the matter. **Motion made by Commissioner Coons to approve File CUP-4-23 a request for a Conditional Use Permit to operate a short term rental at 1322 Nautical Heights based on the findings and conclusions stated in the staff report and subject to the Conditions of Approval; motion seconded and Commission voted with Commissioners Bond, Coons, Hunter, Watwood and Wulkowicz voting in favor and Commissioner Malmberg voting against; by a 5-1 vote the motion carried.**

Motion made by Chair Watwood to approve the Final Order regarding file CUP-4-24, based on the findings and conclusions stated in the staff report and subject to the Conditions of Approval; motion seconded and Commission voted with Commissioners Bond, Coons, Hunter, Watwood and Wulkowicz voting in favor and Commissioner Malmberg voting against; by a 5-1 vote the motion carried.

- 4.3 In the matter of File No. CP-1-23, a request for a Comprehensive Plan Amendment to rezone map and tax lot 4113-05B-01403 on Lundeen Lane from R-3 Multi Family Residential to R-1 Single Family Residential; Assessors Map & Tax Lot No. 4113-05B-01403

There was no ex parte contact, bias, personal interest, or conflicts of interest declared and no objection to the jurisdiction of the Planning Commission to hear the matter. The public hearing was opened at 7:30 pm. PWDS Director Tony Baron introduced Henry Hearley, with Lane Council of Governments (LCOG) who presented the staff report on behalf of the City. Staff recommended denial of the request because of the significant shortage of affordable multi-housing units and the 2017 Housing Needs Assessment (HNA) finds higher density zoning allows for efficient development of less expensive rentals and there is a greater need for affordable rental housing needs than single family residences.

The applicant, Dan Brattain and Tom McIntosh, Land Use Consultant (via Zoom) addressed the Commission on their request for the property rezoning. Requesting a rezone to R-1 in order to maximize current use of property in terms of development, as cost of construction for multi-family units does not make project affordable and land will stay undeveloped.

No members of the public spoke in opposition and no participant requested additional time to submit materials. Public hearing was closed at 8:28 pm.

The Commission deliberated on the matter. Commission Malmberg felt the rezone was not in the best interest of the City citing the shortage of affordable multi-housing units and the developing of more single family housing does not equate to long term housing when those single family residences can be turned into short term rentals which does not solve the existing housing shortage. **Motion made by Commissioner Bond deny File CP-1-23 a request for a Comprehensive Plan Amendment to rezone map and tax lot 4113-05B-01403 on Lundeen Lane from R-3 Multi Family Residential to R-1-6 Single Family Residential and direct staff to draft a denial final order. Based on Building Code 17.140.050, subsection B-2 that it is not in the City's best interest to decrease the amount of R-3 zoning in the City limits at this time; motion seconded and Commission voted with Commissioners Bond, Hunter, Malmberg, Watwood and Wulkowicz voting in favor and Commissioner Coons voting against; by a 5-1 vote the motion carried.**

Motion made by Chair Malmberg to issue a final order of denial regarding file CP-1-23, based on the findings and conclusions stated in the staff report and subject to the Conditions of Denial; motion seconded and Commission voted with Commissioners Bond, Hunter, Malmberg, Watwood and Wulkowicz voting in favor and Commissioner Coons voting against; by a 5-1 vote the motion carried.

MINUTES FOR APPROVAL

- 5.1 Minutes of regular Planning Commission meeting of February 7 2023.

Motion made by Commissioner Bond to approve the Planning Commission minutes of February 7, 2023; motion seconded and with no further discussion by a 6-0 vote the motion carried.

UNSCHEDULED PUBLIC APPEARANCES - None

REPORT FROM THE PLANNING STAFF - None

COMMISSION FINAL COMMENTS – Commissioner Wulkowicz asked if short term rentals should be required to have licensed property management companies manage their rental. Tony advised we have not had any complaints but that could be considered in the next code revision.

ADJOURNMENT

Chair Watwood adjourned the meeting at 8:57 pm.

Respectfully submitted,


Skip Watwood, Brookings Planning Commission Chair
Approved at the May 2, 2023 meeting

CITY OF BROOKINGS

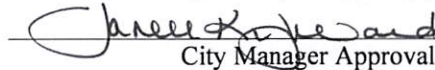
COUNCIL AGENDA REPORT

Meeting Date: May 8, 2023

Originating Dept: PW/DS



Signature (submitted by)


City Manager Approval

Subject: Chetco Avenue Enhancements – Traffic Study

Recommended Motion:

Direct staff to seek proposals to perform a traffic study for enhancements to Chetco Avenue between Alder Street and Pacific Avenue.

Financial Impact:

Estimated cost \$32,000 – \$38,000

Background/Discussion:

Over the past several decades, staff has received complaints regarding pedestrian safety, vehicle speed and lack of safe parking on Chetco Avenue in the core downtown. Action items resulting from community design committees, downtown master plan and strategic planning discussions indicate a need for some kind of relief to the downtown core portion of Chetco Avenue (Oak to Pacific). Action items discussed included enhanced pedestrian crossings, enhanced safety for on-street parking, enhanced visibility between vehicular and pedestrian interactions, general walkability of the downtown core and the development of off-street parking.

Staff anticipated an increase in traffic volumes on Railroad Street once the street improvements projects were completed. The understanding was that much of the local traffic on Chetco Avenue in the downtown core area would be diverted onto Railroad ultimately reducing congestion in order to consider enhancements to Chetco Avenue in the downtown core area. Staff requested ODOT perform an analysis of current traffic counts on both Chetco Avenue and Railroad Street in order to determine if a lane reduction on Chetco Avenue could be supported by the data.

ODOT provided an analysis of the traffic volumes on both Chetco Avenue and Railroad Street and have determined that both have seen significant increased traffic volumes and that they do not support a lane reduction and instead recommended the city consider other alternative enhancements to Chetco Avenue in the downtown core area that match community goals while maintaining two through lanes of traffic in each direction through the downtown core area.

Staff presented ODOT Region 3 findings and recommendations to council at the February 6, 2023 workshop and again at the March 13, 2023 Council Meeting where staff was directed to request ODOT develop a scope of work for the traffic study, and to bring back an estimate on what the cost would be to perform the study.

Staff reached out to one of the traffic engineering firms recommended by ODOT to get a rough estimate based on the Traffic Study Scope of Work developed by ODOT (attached) so that council could make a decision whether or not to go forward and seek proposals for the work.

Attachments:

- a. ODOT Traffic Study Scope of Work
- b. ODOT Technical Memorandum – Growth and Trend Analysis for US 101 from 5th Street to Oak Street for Railroad Street



Oregon

Tina Kotek, Governor

Oregon Department of Transportation
Region 3, District 7
3500 NW Stewart Parkway
Roseburg, OR 97470
Phone (541) 315-5557
FAX (541) 774-6397

FILE CODE:

April 20, 2023

Anthony Baron
Public Works & Development Services
898 Elk Drive
Brookings, OR 97415

SUBJECT: Traffic Study Scope of Work:
Brookings Downtown Area Improvements

Tony,

The purpose of this letter is to define the scope of work for a Traffic Study, which evaluates the impact and feasibility of select highway reconfiguration options and pedestrian feature in the downtown core of Brookings. It is the Oregon Department of Transportation's (ODOT) understanding that this study is to be used as an engineering guide to support future decisions and will not act as policy or approval to implement any changes to the highway.

City of Brookings and ODOT staff have discussed goals and objectives of US-101 in the downtown core of the city and seek further engineering analysis of the section between Pacific Avenue and Alder Street. The study is intended to focus on the following elements:

- a. Roadway cross section usage: evaluate on street parking and necessary reductions of parking spaces needed to accommodate left turn lanes at intersections and to provide visibility enhancement at crosswalks.
- b. Evaluate impacts of eliminating left turns from the highway at unsignalized intersections in conjunction with signal and lane modification at Oak Street and Center Street to accommodate left turn lanes and signal phasing.
- c. Pedestrian crossing enhancements: provide recommendation for appropriate treatment of pedestrian crossings at Fern Avenue, Willow Street and Mill Street/Hillside Avenue intersections.

ANALYSIS PROCEDURES

For ODOT's *Analysis Procedures Manual* Refer to:
<http://www.oregon.gov/ODOT/Planning/Pages/APM.aspx>

1. Capacity Analysis

Capacity analysis of signalized intersections, unsignalized intersections, and roadway segments shall follow the established methodologies of the current Highway Capacity Manual (HCM 6th Edition). For signalized intersections, the overall intersection V/C shall be reported which will require manual calculations in accordance with the HCM 6th Edition. For unsignalized intersections, the highest approach V/C shall be reported, along with an indication of its corresponding movement and the related impacts created by the development.

Attached **Table 3.3.7** lists the ODOT default values for use in signalized intersection analysis. If multiple intersections are analyzed, the traffic volumes shall be balanced between intersection nodes. All intersection capacity analyses shall include heavy vehicles percentages by approach, as determined from manual counts.

Application of Computer software shall closely follow ODOT-approved analysis methodologies using ODOT standard parameter values. HCS 7 and Synchro/SimTraffic are examples of accepted analysis software. For further guidance, contact ODOT's Transportation Planning Analysis Unit (TPAU).

Raw traffic volumes will not be accepted for use in traffic analysis. All traffic volumes shall be seasonally adjusted to represent the 30th Highest Hour Volumes (30HV) for the Current Year, each anticipated phase completion, and the Future Year "background traffic" conditions, all with and without the development. ODOT does not normally accept traffic volumes deviating more than 30% of the average volume. Justification for deviation will be required. For guidance, please refer to ODOT's APM Analysis Procedure Manual v2 Chapter 5:

<http://www.oregon.gov/ODOT/Planning/Pages/APM.aspx>

2. Queue Length Analysis

Intersection operation analysis shall include the effects of queuing and blocking. Average queue lengths and 95th Percentile queue lengths shall be reported for all study area intersections. The 95th Percentile queuing shall be used for design purposes and will be reported to the next highest 25-foot increment. Any methodology used to determine queue length shall be approved in advance by either TPAU or the Region Traffic Section.

ANALYSIS REQUIREMENTS

1. Lane widths, tapers, and cross-sectional elements

Refer to the ODOT Highway Design Manual and technical bulletins <https://www.oregon.gov/odot/Engineering/Pages/Hwy-Design-Manual.aspx> for all highway design characteristics. For elements that are based upon highway design speeds and highway context, review and concurrence by ODOT Region 3 Roadway, Planning, and Traffic staff of context and design speed shall occur before use.

An analysis shall be made of all study intersections for a 2034-year horizon, evaluating both no-build future conditions as well as each alternative configuration (addition of turn lanes/signal phasing/turn restrictions). This analysis should provide the following:

- a) A graphic or table showing V/C and LOS analysis results.
- b) A graphic or table showing queue length estimates for all approaches, rounded to the next nearest 25-foot increment.

4. Alternatives Findings

- a) Roadway cross section usage: evaluate on street parking and necessary reductions of parking spaces needed to accommodate left turn lanes at intersections and to provide visibility enhancement at crosswalks.
 - i. A graphic showing existing and proposed alternative cross sections, depicting highway surface and lane lines.
 - ii. A graphic or table identifying on-street parking impacts.
 - iii. A planning level cost estimate for conceptual improvements.
 - iv. Identification of potential implementation challenges (design exceptions, etc.)
 - v. Describe how proposed alternative cross sections will impact bicycle and transit facilities/users.
- b) Evaluate impacts of eliminating left turns from the highway at unsignalized intersections in conjunction with signal and lane modification at Oak Street and Center Street to accommodate left turn lanes and signal phasing.
 - i. A graphic showing existing and proposed alternative cross sections, depicting highway surface and lane lines.
 - ii. A graphic or table identifying on-street parking impacts.
 - iii. A planning level cost estimate for conceptual improvements.
 - iv. Identification of potential implementation challenges (design exceptions, etc.)
 - v. Proposed solution for implementing turn restrictions (median, signs, etc.) with supporting data on effectiveness.
 - vi. Detailed description or graphics showing out of direction travel due to turning restrictions.
 - vii. Describe how bicycle and transit facilities/users will be impacted.
- c) Pedestrian crossing enhancements: provide recommendation for appropriate treatment of pedestrian crossings at Fern Avenue, Willow Street and Mill Street/Hillside Avenue intersections.
 - i. A graphic showing existing and proposed crossing treatments.
 - ii. Engineering justification to support recommend pedestrian crossing features.
 - iii. A graphic or table identifying parking, right-of-way, or turning movement impacts.
 - iv. Description of impact to bicycle and transit facilities/users.
 - v. A planning level cost estimate for conceptual improvements.

5. Conclusions and Recommendations

Summarize existing conditions, future conditions, and effectiveness of each alternative related to study objectives. Identify any obstacles to implementation (roadway width,

| | |
|--|--|
| <p>Ideal Saturation Flow Rate</p> | <p>Field measurement should be consistent with methodology laid out in the HCM 2010. Saturation flow rate worksheets must be included in the documentation.</p> <p>Where field measurements are not done,</p> <ul style="list-style-type: none"> • Outside of the Portland, Salem and Eugene MPO urban areas the unadjusted saturation flow rate is 1750 passenger cars per hour of green per lane (pcphgl). • Inside the Portland, Salem and Eugene MPO urban growth boundaries an unadjusted saturation flow rate of 1900 pcphgl may be used, unless one or more of the following conditions is present, in which case 1750 pcphgl shall be used. Conditions indicating use <ul style="list-style-type: none"> • On-street parking • Greater than 5% trucks • Roadways intersect at severe skew angle • One or more driveway approach(es) with a combined volume in excess of 5 vph, are present downstream of the intersection within the functional area (see Chapter 4) or upstream within the length of the standing queue • Poor signal spacing or observed queue spillbacks between signals during the peak hour, or • Less than 12 foot travel lanes |
|--|--|



Oregon

Kate Brown, Governor

Department of Transportation

Region 3 Traffic

3500 NW Stewart Parkway
Roseburg, OR 97470
Phone 541-957-3541

TECHNICAL MEMORANDUM

TO: Glen Pederson
Interim District 7 Manager

FROM: April Chase, PE
Region 3 Traffic Operations Engineer

DATE: November 1, 2022

SUBJECT: Growth and Trend Analysis for US 101 from 5th Street to Oak Street for Railroad Street

The purpose of this memo is to provide a growth comparison of counts collected in 2013 and 2022 on US 101 at 5th Street and Oak Street which connects to Railroad Street. Additional counts were collected on Railroad Street at 5th Street and Center Street to provide analysis of the traffic patterns on Railroad Street.

Background/Location

US 101 is an Oregon Scenic Byway that predominately runs north and south. The area was expected to experience significant growth and a Tech Memo was prepared by the Transportation Planning Analysis Unit (TPAU) in 2004. The report highlighted the section of US 101 between 5th Street and Oak Street with proposed alternative concepts to improve operations at these locations. Since then, there have been planning efforts that included this same segment. Those reports include the 2014 US 101 Striping & Lighting Corridor Review, the Brookings Transportation System Plan from May 2017, and the Oregon Coast Bike Route Plan from February 2021.

Growth Volume Analysis

To provide an updated vehicle volume growth evaluation, per vehicle class counts were collected in 2022 during the same period of late April and early May to match what was collected in 2013 on US 101 at 5th and Oak Streets. Table 1 compares the total unadjusted volumes from 2013 to 2022 at those intersections. The results indicate there is about twice as much growth occurring at 5th Street compared to Oak Street:

The heavy vehicle (HV) percentages on Railroad Street were computed using the per vehicle class counts collected in May 2022. Railroad Street between 5th and Center Streets has 3.46% HV's and remains about the same at 3.16% going NB to US 101. There is an increase after Center Street to 20.03% HV's for traffic coming from the south and heading EB which is likely attributed to the mill on Center Street just south of the intersection of Railroad Street and Center Street.

The heavy vehicle percentages were computed for the intersections of US 101 at Center and Oak Streets and resulted in 3.15% HV and 3.02% HV, respectively, which indicated most of the heavy vehicles on Railroad Street are not using those road intersections to gain access to US 101.

Tony Baron

From: PEDERSON Glen O <Glen.O.PEDERSON@odot.oregon.gov> on behalf of PEDERSON Glen O
Sent: Thursday, February 2, 2023 9:55 AM
To: Anthony Baron
Cc: HUNTER Chris
Subject: FW: BROOKINGS 101 traffic improvements in downtown core

Good morning Tony,

I wanted to pass along a little more information around the road reconfiguration conversation we had last week.

Given the current traffic conditions and expected growth during the planning horizon between Brookings and the Harbor area, ODOT Region 3 recommends that 2-lanes of through traffic is maintained in each direction through the downtown core of Brookings.

Railroad Street Improvements - Traffic Impacts

Traffic counts were collected at various intersections along US-101 and Railroad Street in 2022 to determine the impact that roadway improvements along Railroad St had on the volumes of traffic, both on Railroad St and US-101. The volume analysis found that although there was growth in traffic along Railroad St, there was also growth on US-101. It does not appear that the improvements on Railroad St. created substantial traffic diversion from US-101.

US-101 Traffic Volumes

The Table below shows the Average Annual Daily Traffic (AADT) for count locations through the City of Brookings. Because Brookings is a coastal destination, and US-101 a major coastal tourist route, there is a high seasonal variation in traffic. Automatic Traffic Recorders along US-101 indicate that average daily summer volumes in the area exceed the AADT by approximately 20%. With an AADT of approximately 17,500 vehicles in the downtown core, daily volumes are expected to be around 21,000 vehicles the peak months of summer.

| MP | AADT | Count Location |
|--------|--------|--|
| 355.38 | 9,033 | South of Harris Heights Road, north city limits Brookings [0.02 miles] |
| 356.13 | 10,767 | South of Ransom Avenue [0.02 miles] |
| 356.51 | 10,905 | NW of Arnold Lane [0.02 miles] |
| 357.06 | 17,519 | West of Pacific Avenue [0.02 miles] |
| 357.10 | 16,864 | East of Pacific Avenue [0.02 miles] |
| 357.35 | 17,524 | East of Fern Avenue [0.02 miles] |
| 357.59 | 19,794 | East of Alder Street [0.02 miles] |
| 357.98 | 21,131 | On Chetco River Bridge, south city limits of Brookings |

Guidance from FHWA regarding applicability of 3-lane cross-sections for various traffic volumes:


CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: May 8, 2023

Originating Dept: Finance & Admin

Signature (submitted by)


City Manager Approval

Subject:

Brookings Flying Club Ground Lease.

Recommended Motion:

Motion to authorize the City Manager to sign a ground lease with the Brookings Flying Club.

Financial Impact:

Estimated \$3,500 annual revenue from the fuel surcharge.

Background/Discussion:

The Brookings Flying Club, a private non-profit organization, has had a ground lease with the owner of the Brookings Airport since 1998. We inherited the lease when we purchased the airport from the County in 2018.

The fuel surcharge was \$0.03 per gallon until 2014, when it was increased to \$0.07 per gallon. This agreement is for \$0.15 per gallon, for a period of 10 years, with an option to renew.

Attachment:

- a. Draft Ground Lease with Brookings Flying Club.

GROUND LEASE

PARTIES: City of Brookings, a Political Subdivision of the State of Oregon (Lessor);
Brookings Flying Club, a private non-profit corporation (Lessee)

RECITALS: Lessor is the owner of land described on the attached Exhibit
A. This land shall hereinafter be referred to as "the Premises".

Lessee wishes to utilize the premises as a site for the placement of above
ground aviation fuel tanks and for aviation fuel sales and dispensing.

Section 1. Agreement to Lease

Lessor hereby leases to Lessee and Lessee hereby leases from Lessor the premises on the
terms and conditions set forth below:

Section 2. Term

The term of this lease shall begin on July 1, 2023 and shall continue until June 30, 2033 unless
it is extended or terminated as provided in this lease.

Section 3. Option to Renew

(A) If the lease is not in default at the end of the specified period, the LESSEE shall have the
option to apply for a renewal of this lease for an additional term of (10) years. The option to renew shall
be allowed so long as the LESSEE complies with the provisions of this section and signs the extension
including any reasonable modifications consistent with the provisions of this lease.

(B) The application to renew is exercised by giving written notice to CITY not less than
thirty (30) days prior to the last day of the expiring term.

(C) Any renewals of this lease shall be on substantially the same terms and conditions as the
lease, provided however, that at least sixty (60) days prior to the termination of the ten (10) year term
CITY may submit to the LESSEE an addendum to the contract specifying any changes in the terms,
including rent.

If the LESSEE agrees to the terms and wishes to renew the option for another term, it shall send to
CITY the option to renew and the signed addendum at least thirty (30) days prior to the last day of
the expiring term. The lease extension shall be binding when written notice of the exercise of the
option is received by CITY and when, if there have been any changes in the lease; the addendum is
fully executed by the parties.

(D) Should the LESSEE exercise an option to renew, but the addendum is not executed
within thirty (30) days of the end of the ten (10) year term, this lease shall terminate at the end of
that ten (10) year term.

Section 4. Consideration

Basic rent shall be the sum of \$1.00 per year. Lessee shall pay this amount on or before July 1 of each year the lease is in effect beginning on July 1, 2023.

Section 5. Use of the Premises

Lessee may use the premises only for the placement of above-ground aviation fuel tanks and for aviation fuel sales and dispensing, and for no other purposes.

Section 6. Taxes and Assessments

Lessee shall pay before delinquency all real and personal property taxes, general and special assessments, and other charges of every description levied on or assessed against the premises.

Section 7. Costs of Development - Maintenance

(A) Lessee shall be responsible for all contracting and costs associated with the removal and disposal (including remediation associated with the tanks if required by DEQ or other controlling agency) of the currently installed underground storage tanks.

(B) Lessee shall be responsible for all contracting and costs associated with the development of the premises into a site for the placement of above ground aviation tanks and for aviation fuel sales and dispensing.

(C) Lessee at its own expense shall maintain the premises, including the above-ground storage tanks, in good condition and repair during the term of the lease.

(D) Lessee shall at its own expense remediate to the satisfaction of DEQ and/or other controlling agency any environmental problems caused by the storage tanks on the premises.

Section 8. Compliance with Law

Lessee shall comply with all applicable Federal, State, and Local Law in its activities under this lease.

Section 9. City Surcharge on Fuel

It is understood that the Lessor charges the Lessee \$0.15 per gallon charge.

Section 10. Ownership of the Improvements

All improvements constructed on the premises by Lessee shall be owned by Lessee until expiration or sooner termination of this lease. All improvements located on the premises at the expiration or sooner termination of this lease shall become the property of Lessor, free and clear of all claims of Lessee or anyone claiming under Lessee, except for the financial institution carrying the loan for the fuel tank operation, to the extent such loan has not been paid in full. Lessee shall indemnify and defend Lessor against all liability and loss arising from any such other claims.

Section 11. Assignment; Subletting; Financing

(A) Lessee shall not assign or otherwise transfer Lessees' interest in the lease or the estate created by this lease.

(B) Lessee shall not sublet all or any part of the Premises or other improvements on the Premises.

(C) Other than the initial loan for financing the fuel tank removal and installation, Lessee may not subject the leasehold estate and the improvements, if any, to one or more mortgages or other liens as security for a loan or loans or other obligations of Lessee.

Section 12. Insurance

Lessee will at all times and at Lessee's sole expense keep the Premises insured against loss or damage in an amount equivalent to the replacement cost of the Premises, less deductible. During the term of this Agreement, Lessee shall maintain commercial general liability insurance covering all operations by or on behalf of Lessee on the Premises, with the limits of liability not less than a combined single limit of \$1,000,000. Such insurance shall name Lessor as an additional insured and shall contain a contractual liability endorsement referring to this Lease. Certificates evidencing such insurance and bearing endorsements requiring thirty (30) days' written notice to Lessor prior to any change or cancellation shall be furnished to Landlord prior to Lessee's occupancy of the Leased Premises.

Section 13. Indemnification

Lessee agrees to defend, indemnify, and hold Lessor, its agents and employees harmless from any and all losses, claims, actions, costs, expenses, judgments, subrogation's, or other damage resulting from injury or death to any person or from property damage arising during the term of this lease from the use, occupancy, or conditions of the premises or improvements on the premises.

Section 14. Remedies on Default

Should Lessee default on its obligations under the Lease, Lessor may give Lessee written notice of the default. Should Lessee fail to cure the stated default within 30 days, Lessor may terminate the Lease. In the event that Lessor is damaged by the activities of Lessee under this lease, Lessor shall have all rights to seek damages or other relief under the law.

Section 15. Surrender and Termination

(A) Upon expiration of the lease term, (or option to renew period, if the option is exercised) Lessee shall surrender possession of the premises to Lessor, including all improvements located on the premises, in good condition. All property that Lessee is required to surrender shall all become Lessor's property at the date of the expiration of the lease, or option to renew period, if the option is exercised.

(B) Failure by Lessee to vacate the Premises at the time specified in this lease shall not constitute a renewal or extension or give Lessee any rights in or to the Premises or any improvements. Upon such a holdover, Lessee shall defend and indemnify Lessor from all liability and expense resulting from the failure or delay of Lessee to timely surrender the Premises including, without limitation, claims made by any succeeding tenant founded on or resulting from Lessee's failure to so surrender.

Section 16. Miscellaneous Provisions

A) Time is of the essence in the performance of obligations under this lease. Waiver by either party of strict performance of any provision or term of this lease shall not be a waiver of or prejudice the party's right to require strict performance of the same provision or any other provision.

B) All notices under this lease shall be effective on the earlier of actual receipt or two days after deposit as registered or certified mail, return receipt requested, postage prepaid and addressed to Lessor or Lessee at the addresses stated below, or to such other address as either party may specify by notice to the other party:

LESSOR: City of Brookings
898 Elk Drive
Brookings, Oregon 97415

LESSEE: Brookings Flying Club
P.O. Box 302
Brookings, Oregon 97415

C) If suit or action is instituted in connection with any claim or controversy under this lease, the prevailing party shall be entitled to recover costs and reasonable attorney fees.

D) The invalidity or illegality of any provision of this lease shall not affect the remainder of the lease.

E) This lease and the party's rights under it shall be construed and regulated by the laws of the State of Oregon.

F) Lessor shall have the right to enter upon and to inspect premises upon reasonable notice to Lessee.

CITY OF BROOKINGS

BROOKING FLYING CLUB

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Exhibit "A"

**LEASE SITE
FOR
BROOKINGS FLYING CLUB
BROOKINGS AIRPORT**

A PARCEL OF LAND LYING WITHIN THE NW 1/4 OF SECTION 31,
TOWNSHIP 40 SOUTH, RANGE 13 WEST, WILLAMETTE MERIDIAN, CURRY
COUNTY, OREGON, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT BEING S49°36'25"W, 892.81 FEET FROM THE
NORTH 1/4 CORNER OF SECTION 31; THENCE S34°27'57"W, 20.00 FEET; THENCE
S53°32'03"E, 60.00 FEET; THENCE N34°27'57"E, 20.00 FEET; THENCE N55°32'03"W,
60.00 FEET TO THE POINT OF BEGINNING.

" EXHIBIT A "

LEASE SITE
FOR
ABOVE GROUND FUEL TANKS
AT
BROOKINGS AIRPORT
T40S, R13W, WM,
SECTION 31

REGISTERED
PROFESSIONAL
LAND SURVEYOR
Darryl J. Niemi
OREGON
JANUARY 25, 1990
DARRYL J. NIEMI
1968

EXP 12-31-98

30
31
BCIP 1/4
18.268

S 49° 36' 25" W

EASTWAY EDGE RUNWAY

EXISTING
HANGER

EXIST.
PARKING
AREA

EXISTING
PILOT SHACK

EXISTING
HANGER

EXIST.
TAR MAT

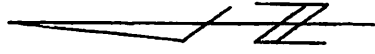
LEASE
SITE

P.O.B.

250 FEET

S 34° 27' 15" W

55° 32' 03" E



SCALE 1"=100'
NOV. 1998

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: May 8, 2023

Originating Dept: Finance & Admin

Signature (submitted by)


City Manager Approval

Subject:

Waive Park Use and Picnic Table Rental Fees for the annual Wild Rogue Relay event scheduled June 17, 2023.

Recommended Motion:

Move to waive park use and picnic table rental fees for the annual Wild Rogue Relay event.

Financial Impact:

Loss of park use and picnic table rental fees in the amount of \$1,439

Background/Discussion:

This will be the ninth year of the Wild Rogue Relay event and the seventh year that Azalea Park has been the terminus for the event. This event starts at Applegate Reservoir and covers a 215 mile route to the coast. The event organizers estimate typically 85 twelve person teams and 14 six person teams participate in the event. Combined with family members, vendors, and other volunteers, this event brings many visitors to Brookings. Organizers report that approximately 40 percent of those participating in the event stay overnight.

Wild Rogue Relay event organizers have requested a waiver of the park use and picnic table rental fees which the City has waived in the past for this event.

Attachment:

a) Park Use Application Form



PARK USE APPLICATION PERMIT

The City of Brookings programs, services, and activities are open to all persons without regard to race, age, sex, disability, religion, or national origin.

| CITY USE ONLY | | Rec'd Date: | By: | |
|---------------|-----|-------------|----------|---------|
| Department: | By: | Date: | Approved | Comment |
| Parks | | | Y / N | Y / N |
| Public Works | | | Y / N | Y / N |
| Fire | | | Y / N | Y / N |
| Police | | | Y / N | Y / N |
| Finance Dept. | | | Y / N | Y / N |

Please sign, date and deliver to the next Dept. Please note comments on pg. 4 under "Comments" and **RETURN TO LAURI** Distributed: _____

Event Date(s): 6 / 17 / 23 to / / Time: 8 am / pm to 9:30 am / pm Day(s): M/T/W/R/F/Sat Sun

No. of participants (each day): 1500 Nature/Name of Event: Wild Rogue Relay Finish Line

Organization: Sourwood Running LLC

Contact Person: Sydney Smedley Phone #: 541-951-9960 Cell #:

Mailing Address: 2812 Old Stage Road, Central Point, OR 97502

email: sarahbrendle@sourwoodrunning.com Return deposit to: No Deposit

PARK/LOCATION: (Check all that apply)

- ☒ Azalea ☐ Bud Cross ☐ Easy Manor
☐ Bankus ☐ Skate Park ☐ Chetco Point
☐ Stout ☐ Tennis Courts ☐ Oasis

Other:

AZALEA PARK AREA: (Check all that apply)

- ☒ Gazebo ☒ Bandshell/Stage ☐ Concession Stand – Bandshell
☒ Lawn area ☐ Kidtown Picnic Area ☒ Restrooms only – Bandshell
☐ Softball Field 1 ☐ Field 2 ☐ Multiuse Field ☐ Concession Stand – Softball
☐ Lights ☐ Restrooms only – Softball

Other:

Check Yes or No to each of the following:

- Will you be renting picnic tables? ☒ Yes ☐ No Qty: ALL Delivery
- Is this event free? ☐ Yes ☒ No If no, how will funds be secured/protected? Lockbox
- Will amplification equipment be used? ☒ Yes ☐ No If yes, noise level must be contained within the immediate area.
Describe purpose/type: Band
- Will alcohol be served? ☒ Yes* ☐ No Will alcohol be sold? ☒ Yes* ☐ No If yes, must obtain Liquor License
*Additional requirements – see page 8 of application Race Owners - merchandise
- Will merchandise be sold? ☒ Yes ☐ No By whom/ Describe purpose/type: Food Trucks - food
- Do you want to place temporary signs? ☒ Yes ☐ No (Requires prior Park Supervisor approval – see page 1)
Describe quantity, location, type:

LIABILITY STATEMENT/AGREEMENT

I/We agree to abide by all applicable federal, state, and local laws, regulations, and ordinances which pertain to the use of said property and agree to pay for any damage to same, as a result of use. I/We agree to hold the City, its officials and employees, harmless from any liability resulting from use of said property and to obtain any and all required permits and/or business licenses required by the City.

THE CITY OF BROOKINGS ASSUMES NO RESPONSIBILITY OR LIABILITY FOR INCLEMENT WEATHER

The undersigned agrees to pay for any and all damages occurring during the reserved period. User agrees that the deposit paid herewith will be applied toward damages to the facility or its contents during the reserved period. Any of the deposit not applied to damages will be applied first to unpaid rental fees with any excess refund to user. Normal wear and tear as determined by the City of Brookings shall not be considered damage. User also acknowledges that he/she has read and understands the Rules and Regulations for Brookings City Parks and has reviewed all pages of the application. **APPLICANT: It is the applicant's responsibility to obtain required insurance, permits and/or licenses prior to the event and provide proof to the City.**

Applicant Name (PRINT):

Applicant SIGNATURE: Date:

City Use Only: Paid: Applicant Notified: 23 Parks Notified:

PARK USE FEE/REQUIREMENT WORKSHEET

THIS PAGE FOR CITY USE ONLY:

| Use | # of people | City Resident | Non Profit | User Fees | Deposit Fees | Restrictions/Comments |
|--|-------------|---------------|------------|-----------------|-----------------|--|
| Park | 1500 | Y / (N) | Y / (N) | \$ 831 | \$ 831 | |
| Bandshell/Stage | | Y / (N) | Y / (N) | \$ 75 | \$ 75 | |
| Concession Stand w/restrooms - \$93.00 | | x (1 days) | | \$ 93 | \$ 93 | |
| Concession Restrooms ONLY - \$28.00 | | x (days) | | \$ | \$ | REQUESTING FEES/DEPOSIT BE WAIVED BY CC |
| Picnic Tables: Qty 20 @ \$22 each | | | | \$ 440 | \$ 440 | |
| Fields - Softball, Kickball, Soccer \$27 per game/per team | | | | \$ | \$ | |
| Sport Field/Courts Use hrs @\$27 per hour (\$37 per hr non-resident) | | | | \$ | \$ | |
| Softball Tourneys \$93 per day per field x days x fields | | | | \$ | \$ | |
| Tournaments Only - Deposits 1/2 of Park Use Fees | | | | | \$ | |
| Softball Tourney Lights \$17 per hour x hrs x fields x days | | | | \$ | \$ | Hours: |
| Scoreboards/Remotes - \$200 deposit | | | | \$ | \$ | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| TOTAL | | | | \$ 1,439 | \$ 1,439 | |

Other Requirements

Additional Information/Comments

| | | | |
|--|------------------------------|--|-------------------------------|
| <input checked="" type="checkbox"/> Site Plan | <input type="checkbox"/> Map | <input type="checkbox"/> On-site visit required. | Date: _____ Time: _____ am/pm |
| <input type="checkbox"/> City Business License | | | |
| <input checked="" type="checkbox"/> Liquor License - Required to sell alcoholic beverages (Must obtain license through the Oregon Liquor Control Commission) | | | |
| <input checked="" type="checkbox"/> Proof of Insurance | | | |
| <input type="checkbox"/> Security | No. of Officers: _____ | Comments: _____ | |
| <input type="checkbox"/> Temporary Signs Park Supervisor Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No | | | |

| |
|--|
| Department Comments: Need insurance, site map, and OLCC licensed vendors. |
| Provide running route map so Public Safety can assist with runners |
| Will provide Port-a-potties, key pickup Thursday to concession stand and restrooms or make other arrangement |

☐ Security Deposit refund submitted on: _____ Amount: \$ _____

☐ Deposit not returned/reason: _____

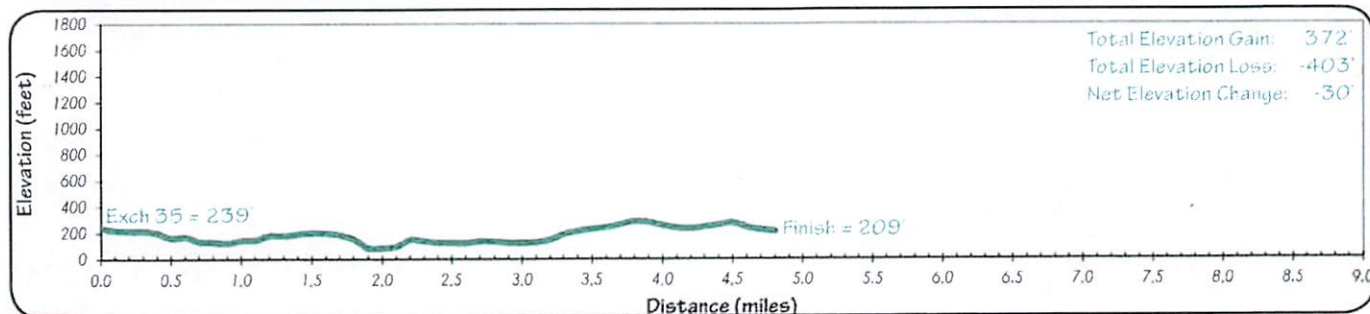
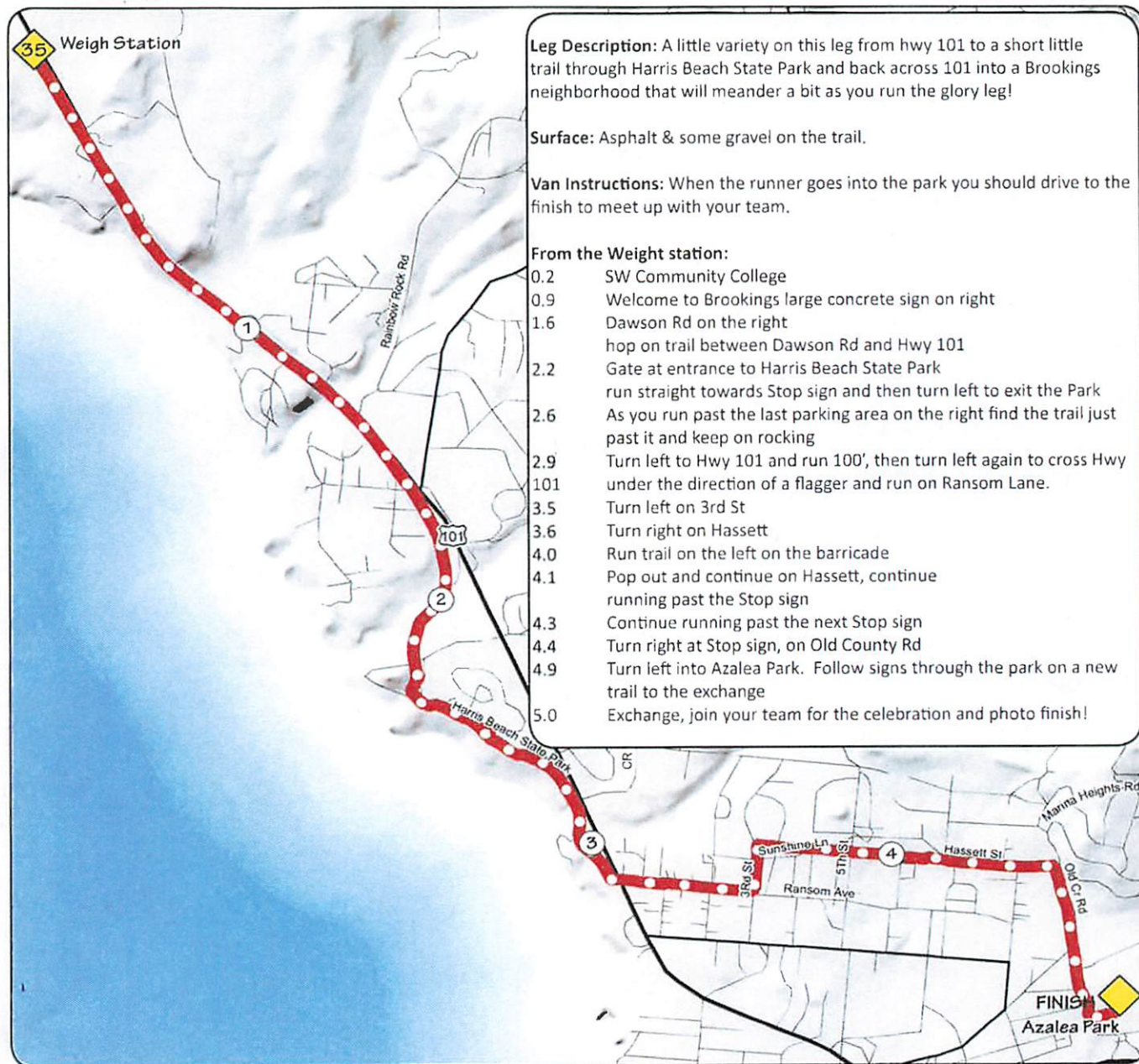
☐ Event cancelled on: _____ Fee returned: ☐ in full ☐ partial Amount refunded: \$ _____

RUN ON RIGHT FOR REMAINDER OF LEGS

LEG 36 - 5.0 MILES - MODERATE



Good Cell Coverage



Report Criteria:

Report type: Summary

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee | Check GL Account | Amount |
|--------------|---------------------|-----------------|------------------|--|------------------|-----------|
| 04/23 | 04/06/2023 | 89802 | 5876 | Advanced Reporting LLC | 25-00-2005 | 55.00 |
| 04/23 | 04/06/2023 | 89803 | 5908 | Amazon Capital Services | 49-00-2005 | 248.42 |
| 04/23 | 04/06/2023 | 89804 | 2407 | Blue Star Gas | 10-00-2005 | 80.00 |
| 04/23 | 04/06/2023 | 89805 | 5048 | Brookings Harbor Medical Center | 25-00-2005 | 300.00 |
| 04/23 | 04/06/2023 | 89806 | 313 | Brookings Vol Firefighters | 10-00-2005 | 2,250.00 |
| 04/23 | 04/06/2023 | 89807 | 715 | Budge McHugh Supply | 25-00-2005 | 1,589.18 |
| 04/23 | 04/06/2023 | 89808 | 5567 | CAL/OR Insurance Agency | 30-00-2005 | 683.33 |
| 04/23 | 04/06/2023 | 89809 | 5822 | Chaves Consulting Inc | 49-00-2005 | 370.20 |
| 04/23 | 04/06/2023 | 89810 | 5952 | Chetco Auto Marine & Industrial Supply | 10-00-2005 | 133.44 |
| 04/23 | 04/06/2023 | 89811 | 3834 | Clean Sweep Janitorial Service | 10-00-2005 | 125.00 |
| 04/23 | 04/06/2023 | 89812 | 5827 | Coastal Investments LLC | 10-00-2005 | 960.00 |
| 04/23 | 04/06/2023 | 89813 | 1745 | Coastal Paper & Supply, Inc | 10-00-2005 | 845.18 |
| 04/23 | 04/06/2023 | 89814 | 4746 | Curry County Treasurer | 10-00-2005 | 256.00 |
| 04/23 | 04/06/2023 | 89815 | 173 | Curry Equipment | 10-00-2005 | 807.74 |
| 04/23 | 04/06/2023 | 89816 | 259 | Da-Tone Rock Products | 61-00-2005 | 835.58 |
| 04/23 | 04/06/2023 | 89817 | 284 | Day Management Corp | 30-00-2005 | 962.55 |
| 04/23 | 04/06/2023 | 89818 | 317 | DCBS - Fiscal Services | 10-00-2005 | 7,606.92 |
| 04/23 | 04/06/2023 | 89819 | 185 | Del Cur Supply | 10-00-2005 | 29.90 |
| 04/23 | 04/06/2023 | 89820 | 1 | George Cady | 20-00-2005 | 23.93 |
| 04/23 | 04/06/2023 | 89821 | 1 | Nancy Meacham | 20-00-2005 | 124.31 |
| 04/23 | 04/06/2023 | 89822 | 5804 | Early Management Team Inc | 50-00-2005 | 2,000.00 |
| 04/23 | 04/06/2023 | 89823 | 153 | Ferrellgas | 25-00-2005 | 1,291.38 |
| 04/23 | 04/06/2023 | 89824 | 5432 | First Community Credit Union | 25-00-2005 | 4,662.00 |
| 04/23 | 04/06/2023 | 89825 | 5004 | Galls LLC | 10-00-2005 | 38.23 |
| 04/23 | 04/06/2023 | 89826 | 6097 | GP Energy | 10-00-2005 | 3,433.85 |
| 04/23 | 04/06/2023 | 89827 | 198 | Grants Pass Water Lab | 20-00-2005 | 189.00 |
| 04/23 | 04/06/2023 | 89828 | 6030 | Hartwick Automotive LLC | 10-00-2005 | 66.39 |
| 04/23 | 04/06/2023 | 89829 | 4980 | iSecure | 10-00-2005 | 33.00 |
| 04/23 | 04/06/2023 | 89830 | 6187 | Richard Kolb Jr | 15-00-2005 | 53.00 |
| 04/23 | 04/06/2023 | 89831 | 328 | Les Schwab Tire Center | 10-00-2005 | 533.17 |
| 04/23 | 04/06/2023 | 89832 | 4269 | Gary Milliman | 10-00-2005 | 325.00 |
| 04/23 | 04/06/2023 | 89833 | 4487 | Net Assets Corporation | 10-00-2005 | 330.00 |
| 04/23 | 04/06/2023 | 89834 | 279 | One Call Concepts, Inc | 25-00-2005 | 133.60 |
| 04/23 | 04/06/2023 | 89835 | 5008 | Online Information Services | 10-00-2005 | 95.02 |
| 04/23 | 04/06/2023 | 89836 | 5155 | Oregon Department of Revenue | 10-00-2005 | 610.00 |
| 04/23 | 04/06/2023 | 89837 | 866 | Pitney Bowes Global Financial , LLC | 10-00-2005 | 144.93 |
| 04/23 | 04/06/2023 | 89838 | 5101 | Pitney Bowes Reserve Acct | 10-00-2005 | 500.00 |
| 04/23 | 04/06/2023 | 89839 | 322 | Postmaster | 25-00-2005 | 1,075.00 |
| 04/23 | 04/06/2023 | 89840 | 207 | Quill Corporation | 10-00-2005 | 322.98 |
| 04/23 | 04/06/2023 | 89841 | 4542 | Umpqua Bank | 45-00-2005 | 9,774.31 |
| 04/23 | 04/06/2023 | 89842 | 861 | Village Express Mail Center | 10-00-2005 | 62.60 |
| 04/23 | 04/06/2023 | 89843 | 2122 | Cardmember Service | 61-00-2005 | 4,862.13 |
| 04/23 | 04/06/2023 | 89844 | 5992 | Ziply Fiber | 30-00-2005 | 192.85 |
| 04/23 | 04/13/2023 | 89845 | 6181 | David Allen | 10-00-2005 | 13,608.45 |
| 04/23 | 04/13/2023 | 89846 | 5908 | Amazon Capital Services | 49-00-2005 | 174.50 |
| 04/23 | 04/13/2023 | 89847 | 6130 | Apex Fencing | 25-00-2005 | 668.00 |
| 04/23 | 04/13/2023 | 89848 | 4734 | Aramark Uniform Services | 10-00-2005 | 150.00 |
| 04/23 | 04/13/2023 | 89849 | 4939 | Bi - Mart Corporation | 20-00-2005 | 96.20 |
| 04/23 | 04/13/2023 | 89850 | 5108 | Brad Kelly, PT | 10-00-2005 | 105.00 |
| 04/23 | 04/13/2023 | 89851 | 5048 | Brookings Harbor Medical Center | 10-00-2005 | 150.00 |
| 04/23 | 04/13/2023 | 89852 | 5567 | CAL/OR Insurance Agency | 10-00-2005 | 20.00 |
| 04/23 | 04/13/2023 | 89853 | 193 | Central Equipment Co, Inc | 10-00-2005 | 128.88 |
| 04/23 | 04/13/2023 | 89854 | 5951 | Executech Utah LLC | 49-00-2005 | 30.20 |

M = Manual Check, V = Void Check

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee | Check GL Account | Amount |
|--------------|---------------------|-----------------|------------------|---------------------------------------|------------------|------------|
| 04/23 | 04/13/2023 | 89855 | 2186 | Ferguson Waterworks #3011 | 20-00-2005 | 1,717.50 |
| 04/23 | 04/13/2023 | 89856 | 139 | Harbor Logging Supply | 25-00-2005 | 30.00 |
| 04/23 | 04/13/2023 | 89857 | 6189 | Connie Houston | 25-00-2005 | 500.00 |
| 04/23 | 04/13/2023 | 89858 | 4171 | In-Motion Graphics | 32-00-2005 | 460.80 |
| 04/23 | 04/13/2023 | 89859 | 5858 | Jacobs Engineering Group Inc | 25-00-2005 | 123,266.75 |
| 04/23 | 04/13/2023 | 89860 | 5892 | Metro Overhead Door Inc | 25-00-2005 | 111.00 |
| 04/23 | 04/13/2023 | 89861 | 4901 | Mountain View Paving, Inc | 25-00-2005 | 3,249.50 |
| 04/23 | 04/13/2023 | 89862 | 3159 | NorthCoast Health Screening | 10-00-2005 | 130.00 |
| 04/23 | 04/13/2023 | 89863 | 252 | Paramount Pest Control | 10-00-2005 | 140.00 |
| 04/23 | 04/13/2023 | 89864 | 4 | Living Waters Foursquare Church | 10-00-2005 | 46.00 |
| 04/23 | 04/13/2023 | 89865 | 4 | Patty Nance | 32-00-2005 | 50.00 |
| 04/23 | 04/13/2023 | 89866 | 380 | Stadelman Electric Inc | 10-00-2005 | 96.00 |
| 04/23 | 04/13/2023 | 89867 | 169 | Waste Connections Inc | 15-00-2005 | 1,705.70 |
| 04/23 | 04/13/2023 | 89868 | 5992 | Zipty Fiber | 30-00-2005 | 131.41 |
| 04/23 | 04/20/2023 | 89869 | 5908 | Amazon Capital Services | 49-00-2005 | 94.37 |
| 04/23 | 04/20/2023 | 89870 | 6121 | AutoZone Inc | 10-00-2005 | 43.18 |
| 04/23 | 04/20/2023 | 89871 | 4788 | Bureau of Labor & Industries | 52-00-2005 | 250.00 |
| 04/23 | 04/20/2023 | 89872 | 5070 | Canon Solutions America | 10-00-2005 | 319.54 |
| 04/23 | 04/20/2023 | 89873 | 6146 | CCD Business Development Corp | 52-00-2005 | 4,340.00 |
| 04/23 | 04/20/2023 | 89874 | 3015 | Charter Communications | 30-00-2005 | 599.98 |
| 04/23 | 04/20/2023 | 89875 | 5118 | Cruise Master Prisms Inc | 10-00-2005 | 35.75 |
| 04/23 | 04/20/2023 | 89876 | 6078 | Curry County Reporter | 75-00-2005 | 135.00 |
| 04/23 | 04/20/2023 | 89877 | 284 | Day Management Corp | 30-00-2005 | 561.80 |
| 04/23 | 04/20/2023 | 89878 | 1 | Leslie Wood | 20-00-2005 | 60.00 |
| 04/23 | 04/20/2023 | 89879 | 282 | Gov't Finance Officers Assn | 10-00-2005 | 160.00 |
| 04/23 | 04/20/2023 | 89880 | 6097 | GP Energy | 10-00-2005 | 3,228.81 |
| 04/23 | 04/20/2023 | 89881 | 6184 | HCI Industrial & Marine Coating Inc | 52-00-2005 | 237,324.77 |
| 04/23 | 04/20/2023 | 89882 | 4171 | In-Motion Graphics | 10-00-2005 | 213.00 |
| 04/23 | 04/20/2023 | 89883 | 4980 | iSecure | 10-00-2005 | 33.00 |
| 04/23 | 04/20/2023 | 89884 | 6065 | Local Government Law Group PC | 10-00-2005 | 5,852.00 |
| 04/23 | 04/20/2023 | 89885 | 4981 | McLennan Excavation, Inc | 52-00-2005 | 117,192.36 |
| 04/23 | 04/20/2023 | 89886 | 4269 | Gary Milliman | 10-00-2005 | 102.98 |
| 04/23 | 04/20/2023 | 89887 | 4443 | Napa Auto Parts-Golder's | 10-00-2005 | 11.02 |
| 04/23 | 04/20/2023 | 89888 | 4479 | OSCPA Professional Development Divisi | 10-00-2005 | 350.00 |
| 04/23 | 04/20/2023 | 89889 | 4 | Tari Kamon | 32-00-2005 | 100.00 |
| 04/23 | 04/20/2023 | 89890 | 5768 | Proficient Auto Center Inc | 25-00-2005 | 285.00 |
| 04/23 | 04/20/2023 | 89891 | 207 | Quill Corporation | 10-00-2005 | 172.44 |
| 04/23 | 04/20/2023 | 89892 | 267 | SeaWestern Fire Fighting Equip | 10-00-2005 | 1,129.40 |
| 04/23 | 04/20/2023 | 89893 | 570 | State of Oregon | 10-00-2005 | 40.00 |
| 04/23 | 04/20/2023 | 89894 | 5623 | True North Equipment LTD | 25-00-2005 | 2,992.46 |
| 04/23 | 04/20/2023 | 89895 | 4820 | Unites States Geological Survey | 20-00-2005 | 11,600.00 |
| 04/23 | 04/20/2023 | 89896 | 861 | Village Express Mail Center | 10-00-2005 | 11.76 |
| 04/23 | 04/20/2023 | 89897 | 169 | Waste Connections Inc | 15-00-2005 | 204.10 |
| 04/23 | 04/20/2023 | 89898 | 4135 | Jim Watson | 10-00-2005 | 205.00 |
| 04/23 | 04/20/2023 | 89899 | 5992 | Zipty Fiber | 25-00-2005 | 1,359.31 |
| 04/23 | 04/20/2023 | 89900 | 4131 | Zumar Industries Inc | 10-00-2005 | 1,198.01 |
| 04/23 | 04/27/2023 | 89901 | 6072 | Salmon Run Golf Course | 10-00-2005 | 35,429.00 |
| 04/23 | 04/27/2023 | 89902 | 5048 | Brookings Harbor Medical Center | 25-00-2005 | 200.00 |
| 04/23 | 04/27/2023 | 89903 | 6147 | Bullard Law | 10-00-2005 | 4,732.00 |
| 04/23 | 04/27/2023 | 89904 | 5842 | Century West Engineering Corp | 33-00-2005 | 2,096.00 |
| 04/23 | 04/27/2023 | 89905 | 3015 | Charter Communications | 10-00-2005 | 149.98 |
| 04/23 | 04/27/2023 | 89906 | 6190 | Coastal Copiers Sales & Service | 61-00-2005 | 75.00 |
| 04/23 | 04/27/2023 | 89907 | 182 | Coos-Curry Electric | 10-00-2005 | 4,691.97 |
| 04/23 | 04/27/2023 | 89908 | 2640 | Dyer Partnership, The | 53-00-2005 | 45,950.03 |
| 04/23 | 04/27/2023 | 89909 | 298 | Freeman Rock, Inc | 10-00-2005 | 3,931.53 |
| 04/23 | 04/27/2023 | 89910 | 4171 | In-Motion Graphics | 10-00-2005 | 35.00 |

M = Manual Check, V = Void Check

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee | Check GL Account | Amount |
|---------------|---------------------|-----------------|------------------|-----------------------------|------------------|------------|
| 04/23 | 04/27/2023 | 89911 | 6167 | Paragon Property Management | 10-00-2005 | 2,000.00 |
| 04/23 | 04/27/2023 | 89912 | 4 | Alexander Benfiet | 10-00-2005 | 244.00 |
| 04/23 | 04/27/2023 | 89913 | 4 | Patty Anne DaCunha | 10-00-2005 | 244.00 |
| 04/23 | 04/27/2023 | 89914 | 4 | Kayla Klein | 10-00-2005 | 37.50 |
| 04/23 | 04/27/2023 | 89915 | 6074 | Michael Pereda | 10-00-2005 | 1,148.08 |
| 04/23 | 04/27/2023 | 89916 | 207 | Quill Corporation | 10-00-2005 | 450.50 |
| 04/23 | 04/27/2023 | 89917 | 3309 | Roberts & Associates | 52-00-2005 | 875.00 |
| 04/23 | 04/27/2023 | 89918 | 5623 | True North Equipment LTD | 15-00-2005 | 930.48 |
| 04/23 | 04/27/2023 | 89919 | 2863 | Verizon Wireless | 10-00-2005 | 713.56 |
| Grand Totals: | | | | | | 689,919.68 |

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: Summary