

City of Brookings

MEETING AGENDA

CITY COUNCIL

Monday, February 10, 2025, 7:00pm

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

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. 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)

E. Consent Calendar

1. Approve Council minutes for January 27, 2025 [Pg. 1]
2. Accept Planning Commission minutes for December 3, 2024 [Pg. 3]
3. Accept Planning Commission 2024 Year in Review [Pg. 5]
4. Reappoint Gerald Wulkowicz to Planning Commission [Pg. 6]
5. Reappoint Anthony Bond to Planning Commission [Pg. 9]
6. Appoint Amanda Whittemore to Planning Commission [Pg. 12]

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

1. South Coast Community Aquatics (SCCA) Pool Management Agreement Extension [Pg. 14]
 - a. SCCA letter of request for contract extension [Pg. 16]
 - b. SCCA letter of request for final payment for 2024 season [Pg. 25]
2. Ransom & 5th Street Storm Water Repairs [Pg. 27]
 - a. McLennan Excavation Inc. Bid [Pg. 28]
 - b. Tidewater Contractors Inc. Bid [Pg. 30]
3. Letter to Governor Kotek in support of suspending new requirements recently enacted from the Wildfire Hazard Map and allowing the Lone Ranch project to continue through to completion [Pg. 32]
 - a. Letter to Governor Kotek from Mayor Hodges [Pg. 34]
4. Appointment of City Manager Tim Rundel to South West Area Commission of Transportation (SWACT) [Pg. 36]
 - a. Rundel Application for SWACT [Pg. 38]

G. Informational Non-Action Items

1. January Vouchers [Pg. 42]

H. Remarks from Mayor, Councilors and City Manager

I. Adjournment

*Public Comment forms and the agenda packet are available on-line at www.brookings.or.us, and at Brookings City Hall. Return completed Public Comment forms to the City Recorder before the start of the meeting or during regular business hours. All public meetings are held in accessible locations. Auxiliary aids will be provided upon request with at least 72 hours advance notification. Please contact 541-469-1102 if you have any questions regarding this notice. You can view City Council meetings LIVE on television on Charter PEG Channel 181, or stream/view on the City's YouTube Channel: <https://www.youtube.com/@cityofbrookingsoregon8039> clicking on "Live" or search 'City of Brookings Oregon YouTube' in your browser.

City of Brookings
CITY COUNCIL MEETING MINUTES
City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415
Monday, January 27, 2025

Call to Order

Mayor Isaac Hodges called the meeting to order at 7:03 PM

Roll Call

Council Present: Mayor Isaac Hodges, Councilors Andy Martin, Kristi Fulton, Phoebe Pereda by phone, and Clayton Malmberg; a quorum present

Staff present: City Manager Tim Rundel, Deputy Public Works and Development Services Director Lauri Ziemer, and City Recorder Brooklyn Osterhage

Media Present: None

Others Present: approximately 5 audience members

Ceremonies/Appointments/Announcements

Chief Kelby McCrae announced that K9 Nova has passed away and they would be rescheduling his recognition ceremony.

Chief McCrae introduced newly promoted Fire Operations Chief, Jeff Lee.

Oral Requests and Communications from the Audience

1. Val Early, Winriver Drive – provided an update on the South Coast Community Aquatics Winter Pool Season.
2. Connie Hunter, 819 Paradise Lane – spoke on her involvement in pursuing affordable housing.

Consent Calendar

1. Approve Council minutes for January 13, 2025
2. Receive monthly financial report for December 2024
3. Reappoint Ryan Reneau to the Budget Committee
4. Reappoint Theresa Mercurio to the Parks & Rec Commission
5. Reappoint Dan Brattain to the Parks & Rec Commission
6. Reappoint Michael E. Worthey to the Parks & Rec Commission

Councilor Martin moved, Councilor Malmberg seconded, and Council voted unanimously to approve the Consent Calendar.

Informational Non-Action Items

City Manager Tim Rundel presented information on the Tourism Promotion Advisory Committee.

Council discussed and asked Lauri Ziemer questions of the Committee's history.

Councilor Martin asked a member of the audience, Michael Frederick, to speak about his experience with the committee.

Remarks from Mayor and Councilors

Councilor Pereda encouraged the Council to reach out to Officer Barrigar with condolence.

Mayor Hodges thanked Councilor Pereda for representing Brookings at the City Day at the Capitol.

Adjournment

Mayor Isaac Hodges adjourned the meeting at 7:56 PM.

Respectfully submitted:

ATTESTED:

this 10th day of February, 2025:

Isaac Hodges, Mayor

Brooklyn Osterhage, City Recorder

BROOKINGS PLANNING COMMISSION MINUTES
December 3, 2024

CALL TO ORDER

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

ROLL CALL

Commissioners Present: Anthony Bond, Blake Peters, Gerry Wulkowicz , Nicholas Chapman, Sage Bruce, Chair Skip Watwood

Commissioners Absent: None

Staff Present: PWDS Director Tony Baron, PWDS Deputy Director Lauri Ziemer, PWDS Administrative Assistant Michelle Robidoux

Others Present: 6 audience members

PLANNING COMMISSION CHAIR PERSON ANNOUNCEMENTS - None

PUBLIC HEARINGS

- 4.1 In the matter of File No. CUP-10-24, a request for approval of a Conditional Use Permit to operate a Short Term Rental facility at 955 Hassett Street; Assessors Map & Tax Lot No. Assessor's Map & Tax Lot No. 4113-06AB-01108

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's representative, Trish Sparling, was present to answer any questions.

Julie Payne, 880 Highland Avenue, spoke in opposition and voiced her concerns regarding the potential fire and safety hazard of the fire pit.

Pamela North, 870 Highland Avenue, spoke in opposition.

No participant requested additional time to submit materials. Public hearing was closed at 7:28 pm.

The Commission deliberated on the matter. **Motion made by Commissioner Wulkowicz to approve File No. CUP-10-24 a request for a Conditional Use Permit to operate a short term rental at 955 Hassett Street based on the findings and conclusions stated in the staff report and subject to the Conditions of Approval with the additional condition of a fire pit inspection by the fire chief to make certain it does not present a fire or safety hazard; motion seconded and with no further discussion by a 6-0 vote the motion carried.**

Motion made by Commissioner Bruce to approve the Final Order regarding file CUP-10-24, 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. MC-5-24/CUP-3-21, a request for approval of a Minor Change of a Conditional Use Permit changing permit for 1214 Moore Street into new property owner's name.

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 Deputy Director Lauri Ziemer reviewed the staff report.

Applicant was not present. No one spoke in opposition or requested additional time to submit materials. The public hearing was closed at 7:32 pm.

The Commission deliberated on the matter. **Motion made by Commissioner Bruce to approve File No. MC-5-24/CUP-3-21 a request for a Minor Change of the Conditional Use Permit changing the permit for 1214 Moore Street into the new property owner's name, Cynthia Anderson based on the findings and conclusions stated in the staff report and subject to the conditions of approval; motion seconded. By a 6-0 vote the motion carried.**

Motion made by Commissioner Bond to approve the Final Order regarding file MC-5-24/CUP-3-21, based on the findings and conclusions stated in the staff report and subject to the conditions of approval; motion seconded. By a 6-0 vote the motion carried.

4.3 In the matter of File No. MC-6-24/CUP-7-22, a request for approval of a Minor Change of a Conditional Use Permit changing permit for 1244 Moore Street into new property owner's name.

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 7:35 pm. PWDS Deputy Director Lauri Ziemer reviewed the staff report.

Applicant was not present. No one spoke in opposition or requested additional time to submit materials. The public hearing was closed at 7:36 pm.

The Commission deliberated on the matter. **Motion made by Commissioner Chapman to approve File No. MC-6-24/CUP-7-22 a request for a Minor Change of the Conditional Use Permit changing the permit for 1244 Moore Street into the new property owner's name, Cynthia Anderson based on the findings and conclusions stated in the staff report and subject to the conditions of approval; motion seconded. By a 6-0 vote the motion carried.**

Motion made by Commissioner Wulkowicz to approve the Final Order regarding file MC-6-24/CUP-7-22, based on the findings and conclusions stated in the staff report and subject to the conditions of approval; motion seconded. By a 6-0 vote the motion carried.

MINUTES FOR APPROVAL

5.1 Minutes of regular Planning Commission meeting of November 5, 2024.

Motion made by Commissioner Bruce to approve the Planning Commission minutes of November 5, 2024; 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 - None

ADJOURNMENT

Chair Watwood adjourned the meeting at 7:43 pm.

Respectfully submitted,


Skip Watwood, Brookings Planning Commission Chair
Approved at the February 4, 2025 meeting


**BROOKINGS PLANNING COMMISSION
2024 YEAR IN REVIEW**

The Brookings Planning Commission met in quorum seven times in 2024. The Commission is made up of seven members and is chaired by Skip Watwood with Gerald Wulkowicz serving as Vice Chair. The other members of the Commission include: Sage Bruce, Anthony Bond, Blake Peters and Nicholas Chapman. One position is vacant. Staff liaisons include Tony Baron, Public Works and Development Services (PWDS) Director, Lauri Ziemer, Deputy PWDS Director and Michelle Robidoux, PWDS Administrative Assistant.

During the year the Planning Commission acted on the following matters:

- Approval of ten Conditional Use Permits; nine for short term rentals and one for storage units
- Approval of six Minor Changes; five changes of ownership in Conditional Use Permits for short term rentals and one addition to a Conditional Use Permit for a private elementary school
- Approval of one Minor Partition splitting one parcel into three parcels
- Approval of a Variance for a rear yard setback
- Approval of a two year extension in the Lone Ranch Detailed Development Plan
- Approval of a two year extension in the Seacrest Subdivision, Phase III
- Approval of Subdivision Final Plat for Seacrest Subdivision, Phase III
- Approval of one City initiated Land Development Code Revision:
 1. Chapter 17.124 – repealing all benevolent meal service ordinances per settlement agreement with St. Timothy's Episcopal Church.

The Planning Commission looks forward to the upcoming year and serving the residents of Brookings with a fair and unbiased decision making process as well as advising the Brookings City Council on matters affecting its residents.



Planning Commission Chair
February 4, 2025



City of Brookings

898 Elk Drive, Brookings, OR 97415
Phone: 541- 469-2163 Fax: 541-469-3650
www.brookings.or.us

APPLICATION TO SERVE ON A COMMISSION OR COMMITTEE

PART I Contact Information:

Applicant Name: Gerald M Wulkowicz

Physical Address: 16916 Tule Rd

Mailing Address: Same

Email Address: gmwulk@charter.net Phone: 541-469-7102

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

1. Commission/Committee applying for:
- | | <u>Composition (i)</u> | <u>Term (ii)</u> |
|---|--------------------------|------------------|
| <input type="checkbox"/> Planning Commission/Commission for Citizen Involvement (iii) | 5 Electors, 2 UGB | 4 years |
| <input type="checkbox"/> Budget Committee | 5 Electors | 3 years |
| <input type="checkbox"/> Parks and Recreation Commission | 4 Residents, 1 UGB | 2 years |
| <input type="checkbox"/> Tourism Promotion Advisory Committee (TPAC) (iii) | 4 Residents, 3 Curry Co. | 3 years |
| <input type="checkbox"/> Other (please specify): _____ | | |
2. City residents: How long have you lived in the City of Brookings? _____ years _____ months
Planning & Budget Applicants Only: Are you a City elector (registered voter)? ☐ Yes ☒ No
3. UGB residents: How long have you lived in the UGB? 20 years 0 months
4. What is your current occupation? Retired

NOTES:

(i) *Membership requirements:*

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

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

(iii) *Other restrictions:*

- Planning Commission: No more than two (2) Commissioners may be principally involved, as individuals, members or partners, in the buying, selling or development of real estate for profit. No two (2) members shall be involved in the same kind of business or profession.
- TPAC: The three (3) Curry Co. members must own property, own a business or be employed in the City.

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

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

28 yrs as a highway civil engineer (design abd administrative)

16 years on planning commission, past terms as chairman and vice chairman

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

US Army Vietnam Veteran, Masters of Science in Environmental Geography and Hydrology
and trash dog 2007-2017

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

16 years of membership on planning commission and can contribute to the beneficial resolution
of future planning issues through my professional input. Assist other commissioners by sharing my experience in
civil engineering sector.

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

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

Gerald Wulkowickz

Applicant (print name)

Applicant's Signature

Date

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

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

Commission and Committee contact information:

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



City of Brookings

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www.brookings.or.us

APPLICATION TO SERVE ON A COMMISSION OR COMMITTEE

PART I Contact Information:

Applicant Name: Anthony Bond
Physical Address: 1218 Easy St. Brookings Or 97415
Mailing Address: Same
Email Address: scuzzy1007@gmail.com Phone: 541-661-4224

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

- | 1. Commission/Committee applying for: | <u>Composition (i)</u> | <u>Term (ii)</u> |
|--|--------------------------|------------------|
| <input checked="" type="checkbox"/> Planning Commission/Commission for Citizen Involvement (iii) | 5 Electors, 2 UGB | 4 years |
| <input type="checkbox"/> Budget Committee | 5 Electors | 3 years |
| <input type="checkbox"/> Parks and Recreation Commission | 4 Residents, 1 UGB | 2 years |
| <input type="checkbox"/> Tourism Promotion Advisory Committee (TPAC) (iii) | 4 Residents, 3 Curry Co. | 3 years |
| <input type="checkbox"/> Other (please specify): _____ | | |
2. City residents: How long have you lived in the City of Brookings? 12 years _____ months
Planning & Budget Applicants Only: Are you a City elector (registered voter)? ☒ Yes ☐ No
3. UGB residents: How long have you lived in the UGB? _____ years _____ months
4. What is your current occupation? Retired

NOTES:

- (i) **Membership requirements:**
- Residents must reside inside City limits; resident/UGB status determined by physical address.
 - Electors are registered voters of the City of Brookings (verified by County Elections Office).
 - UGB members must reside within the Brookings Urban Growth Boundary (contact the Planning Department at 541-469-1137 for assistance in determining UGB status).
- (ii) **Term:** Appointments to fill mid-term vacancies will be for the remainder of that term.
- (iii) **Other restrictions:**
- Planning Commission: No more than two (2) Commissioners may be principally involved, as individuals, members or partners, in the buying, selling or development of real estate for profit. No two (2) members shall be involved in the same kind of business or profession.
 - TPAC: The three (3) Curry Co. members must own property, own a business or be employed in the City.

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

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

30+ years experience in starting and building small businesses

20 years State Government experience

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

Bachelor of Science-CSU- Sacramento- Strategic Management

Minor- Psychology, Construction Management

Associate of Arts- Universal Technical Institute- Auto/Diesel Technology

Owner- Tony's Tow and Transport

Owner- Scuzzy's Toy Shop

Owner- Tony's Trailer Towing Service

Owner- Chetco Fabrication

Owner- Chetco Dustless Blasting

Owner- 101 Brush and Fire Control

California Department of Corrections and Rehabilitation- Retired

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

I wish to continue to volunteer my time involved in the Planning Commision.

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

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

Anthony Bond

Applicant (print name)

Applicant's Signature

Date

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

Commission and Committee contact information:

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

Tourism Promotion Advisory Committee: 541-469-1103 - lziemer@brookings.or.us



City of Brookings

898 Elk Drive, Brookings, OR 97415

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

APPLICATION TO SERVE ON A COMMISSION OR COMMITTEE

PART I Contact Information:

Applicant Name: Amanda Whittemore
Physical Address: 1033 Chetco Ave. #5 Brookings OR 97415
Mailing Address: 711 SPRUCE ST. SUITE 8023, Brookings OR 97415
Email Address: drwhittemore1@yahoo.com Phone: 530-334-0595

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

- | 1. Commission/Committee applying for: | <u>Composition (i)</u> | <u>Term (ii)</u> |
|--|------------------------|------------------|
| <input checked="" type="checkbox"/> Planning Commission | 5 Electors, 2 UGB | 4 years |
| <input type="checkbox"/> Budget Committee | 5 Electors | 3 years |
| <input type="checkbox"/> Parks and Recreation Commission | 4 Residents, 1 UGB | 2 years |
| <input type="checkbox"/> Other (please specify): _____ | | |
2. City residents: How long have you lived in the City of Brookings? 5 years 7 months
Planning & Budget Applicants Only: Are you a City elector (registered voter)? ☒ Yes ☐ No
Urban Growth Boundary residents - How long have you lived in the
3. UGB? _____ years _____ months
4. What is your current occupation? Yoga Instructor, Receptionist

NOTES:

- (i) Membership requirements:
- Residents must reside inside City limits; resident/UGB status determined by physical address.
 - Electors are registered voters of the City of Brookings (verified by County Elections Office).
 - UGB members must reside within the UGB (for assistance determining UGB status contact 541-469-1103).
- (ii) Term: Appointments to fill mid-term vacancies will be for the remainder of that term.
- (iii) Other restrictions:
- Planning Commission: No more than two (2) Commissioners may be principally involved, as individuals, members or partners, in the buying, selling or development of real estate for profit. No two (2) members shall be involved in the same kind of business or profession.

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

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

Certified permatulter designer P.D.C.
Government support for International Relations + Electoral
reform. International Relations communications Experience with Education.
Research + development wellness of community relations.
Stratagizing + Planning. Grass Roots Organizations A.S.A.

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

Governmental participation, "campaign", Grass Roots organizations
P.D.C. Permaculture Design Certification

Yoga Certification RYT200, End-of-Life Doula Certification

✶ International Relations experience with economical development
PORT experience + education. Holistic Health + Wellness Coach

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

Listen, learn, support, visions and provide a fresh new
view of experience with acknowledgement of Historical
native and future opportunity for the environment and
city of Brookings Oregon.
"pardon my handwriting"

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

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

AMANDA WHITTEMORE

Applicant (print name)



Applicant's Signature

10/23/2024

Date

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Submit completed applications by mail or in person to the City Recorder, 898 Elk Drive, Brookings, OR 97415. Regular business hours are 8 am to 4:30 pm, Monday – Thursday.

Commission and Committee contact information:

- Planning Commission: 541-469-1103 - mrobidoux@brookings.or.us
- Budget Committee: 541-469-1123 - lehlers@brookings.or.us
- Parks and Recreation Commission: 541-469-1103 - mrobidoux@brookings.or.us

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: February 10, 2025

Originating Dept: PWDS

Signature (submitted by)

City Manager Approval

Subject: South Coast Community Aquatics (SCCA) Pool Management Agreement Extension

Recommended Motion:

1. Motion to authorize the City Manager to extend the management agreement with South Coast Community Aquatics to operate the Brookings Municipal Pool for the standard three months through the 2025 season for a total of \$88,000.

or

2. Motion to authorize the City Manager to extend the management agreement with South Coast Community Aquatics to operate the Brookings Municipal Pool for the optional six months through the 2025 season for a total of \$150,000.
3. Motion to authorize the City Manager to process the 2024 budgeted final payment of \$10,000 to SCCA for the winter pilot project.

Financial Impact:

\$88,000 for the standard three-month season. \$150,000 for a six-month extended season and \$10,000 for final payment for 2024 season, all to be paid from the General Fund.

Background/Discussion:

In spring 2023, the City entered into an MOU with South Coast Community Aquatics (SCCA) to operate the Municipal Pool to gain a full understanding of pool operations to potentially operate the pool in the future. This would ultimately benefit the City and the community by providing a management structure that would require fewer City resources and potentially lengthen the pool season under SCCA management. Council's consensus was to move forward with an SCCA pool management agreement for the 2024 season.

Council approved a management contract with SCCA to operate the pool during the 2024 season without City staff resources and provided funding in the amount of \$80,000 for operational costs with the ability to request additional funding if the costs exceed that amount due to uncontrollable circumstances for which the City will consider in good faith.

SCCA is proposing a contract extension that includes an additional funding request and potentially extending the season from the standard three months to six months.

2025 contract extension highlights:

1. Funding request increased from \$80,000 (2024 season) to \$88,000 for the 2025 season (June, July and August).
2. Optional three month season extension, adding May, September and October for a total request of \$150,000.

SCCA is actively applying for grants to cover the additional \$8,000 request for the standard three month season as well as the additional \$70,000 requested for the six month season extension.

SCCA is also requesting the city process the final payment of \$10,000 for the 2024 season to be used for expenses during the winter season opener previously approved by council at the November 25, 2024 meeting. The original agreement established a budget of \$80,000 for the season but the remaining \$10,000 was to be used as a buffer and if needed would have to go through a formal request to council.

Staff is seeking direction from council on the two options for the 2025 season and to authorize final payment of \$10,000 to SCCA for the 2024 season.

Attachment:

- a. SCCA letter of request for contract extension
- b. SCCA letter of request for final payment for 2024 season.



PO Box 1800

Brookings, OR 97415

501c3 TIN 92-1095207

February 2, 2025

City of Brookings
Tim Rundel, City Manager
Isaac Hodges, Mayor
Tony Baron, Public Works Director
City Council
898 Elk Street
Brookings, OR 97415

RE: Contract renewal

Dear Members of the Brookings City Council,

I am writing on behalf of the South Coast Community Aquatics (SCCA) to request an extension of our current contract, with an option to extend the season for an additional three months. As you know, SCCA is committed to providing a year-round community-beneficial pool, run entirely by dedicated volunteers. Our organization strives to offer a safe, welcoming, and well-maintained aquatic environment for all residents of Brookings and the surrounding areas.

During this winter's pilot project, we witnessed tremendous support from the community, highlighting the importance of our services. Our goal is to continue expanding a sense of community and well-being through pool programming that caters to diverse needs and interests.

SCCA prides itself on its proven management oversight of the pool facility, ensuring that it operates efficiently and effectively. We maintain fiscal transparency in all our operations, providing regular financial reports and updates.

Currently, the city has provided support for the initial three months of our agreement. We propose an upgraded option of extending the management period to six months. To ensure the continued success of this extended period, we kindly request additional "backstop" funding from the city. This financial support will enable us to maintain the high standards of management and service that our community has come to expect.

SCCA Mission: "To provide a year-round community pool that meets the diverse aquatic needs of Brookings and the surrounding communities"

SCCA is also dedicated to seeking outside grant funding to further support our efforts and reduce the “backstop” provided by the city. We have entered into a contract with a local grant writing organization, ThinkPlace, that is familiar with the pool and the community's needs. This collaboration will help us secure additional resources to enhance and expand our services.

Another advantage of extending the season is the opportunity to attract longer-term employees and partner with educational institutions, including the high school and Southwestern Oregon Community College. By collaborating with these institutions, we can create a workforce to support year-round operations, providing valuable job opportunities and professional development for students and community members alike.

It is imperative to address the need for a competent pool manager to ensure the long-term success of our partnership. In 2024, we faced significant challenges due to the lack of an adequate pool manager, requiring SCCA volunteers to contribute an unsustainable 30 hours per week to support pool operations. The extended season would be beneficial for our candidate for the pool manager position, who's hiring is contingent upon reaching an agreement with the City for one of the proposed options. SCCA is unable to repeat the experience of 2024 and is committed to securing a competent manager to oversee pool operations effectively.

We have attached the proposed budget for both the three-month option and the extended six-month option. These budgets are based on the 2024 season's income and realistic estimates for operating expenses. This financial planning underscores our commitment to fiscal responsibility and transparency. SCCA 2024 preliminary financials are also attached. All unused allocated funds from the City of Brookings will be either returned or applied to the following season. This ensures that your support is used efficiently and transparently, directly benefiting the community and the pool's ongoing operations.

By extending the contract and the season, we aim to broaden our reach and offer even more diverse services that meet the evolving needs of our community. This extension will enable us to continue supporting the health and wellness of our residents, while also promoting social interaction and engagement.

We respectfully request that the Brookings City Council consider our proposal for a contract extension with an option to extend the season for an additional three months. Your support will allow us to build on the successes of the pilot project and further enhance quality of life for our community members.

Thank you for your time and consideration. We look forward to the opportunity to continue serving the Brookings community.

Sincerely,
Val Early
President - 541-661-2733
South Coast Community Aquatics

SCCA Mission: *“To provide a year-round community pool that meets the diverse aquatic needs of Brookings and the surrounding communities”*

SCCA Board of Directors:

- Dan Brattain - Founder/CEO, Cal-Ore Life Flight, Certified lifeguard, Masters swimmer
- Siena Worthey - Architectural designer and former Brookings Pool Manager
- Chaulene Worthey - School district 17-C employee, soccer coach with degree in exercise science
- Luke Martinez – Curry County Aquatic Safety Office and Junior Lifeguard Instructor
- John Herzog – Avid swimmer, lifeguard, CCEC Board of Directors
- Bruce Nishioka - Nishioka Attorney at Law, avid swimmer
- Stacy Bergtoldt – Aqua-Aerobics Instructor, retired SWOCC
- Val Early - Community volunteer, Curry County business owner, lifelong swimmer
- Hailey Kuhn - Non-Profit Consultant, Junior Olympian, Masters swimmer
- Dr. Ingrid Ammondson - Clinical Psychologist and Researcher, avid lap swimmer
- Tony Baron – City of Brookings staff liaison, Public Works Director

SCCA Mission: *“To provide a year-round community pool that meets the diverse aquatic needs of Brookings and the surrounding communities”*

South Coast Community Aquatics - Pool Management Agreement Financial Budget FY 2025-26

Revenue Estimates	6 months (May-Oct)	3 months(June-Aug)	
Pool Users	\$ 110,000.00	\$ 75,000.00	Based on 2024 actual revenue
Grants	\$ 30,000.00	\$ 25,000.00	
Total Revenue Estimates	\$ 140,000.00	\$ 100,000.00	
Expense Estimates	6-Month	3-Months	
Labor *	\$ 171,000.00	\$ 115,000.00	*Labor estimates include professional manager; increase in lifeguard wages; and, reduced volunteer labor which is unsustainable
Utilities	\$ 84,000.00	\$ 42,000.00	
Chemicals	\$ 9,000.00	\$ 7,000.00	
Insurance	\$ 5,000.00	\$ 5,000.00	
Misc (uniforms, training, bank fees software, licenses, supplies)	\$ 11,000.00	\$ 9,000.00	
Total Expense Estimate	\$ 280,000.00	\$ 178,000.00	
Net Deficit Estimate	\$ (140,000.00)	\$ (78,000.00)	
SCCA Requested funding commitment**	\$ 150,000.00	\$ 88,000.00	**provides a \$10,000 buffer to cover unanticipated rev/grant shortfalls or additional costs



Rebecca Olsen, CPA

**South Coast Community Aquatics, Inc.
COB POOL FUND
PREPARED
FINANCIAL STATEMENTS
For
Period Ending December 31, 2024**



Rebecca Olsen, CPA

Board of Directors
South Coast Community Aquatics, Inc.
Brookings, Oregon 97415

We have prepared from information provided to us by management of South Coast Community Aquatics, Inc. (SCCA) the accompanying statement of assets, liabilities and fund balances – cash basis, for the Pool Fund as of December 31, 2024, and statement of revenues and expenditures - cash basis, for the City of Brookings Swimming Pool activity sector of SCCA for the twelve months ending December 31, 2024. These financial statements were not subjected to any audit, review or compilation standards nor did we verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Musser Olsen P.C.

January 15, 2025

South Coast Community Aquatics, Inc.

A Nonprofit Organization

Statement of Assets, Liabilities and Fund Balances - Cash Basis

Substantially All Disclosures Omitted

December 31, 2024

Assets

	<u>Pool Fund</u>
Current Assets	
Cash in Bank	\$ 11,895
Cash on Hand	329
Total Current Assets	<u>\$ 12,224</u>
 Total Assets	 <u><u>\$ 12,224</u></u>

Liabilities and Fund Balances

	<u>Pool Fund</u>
Liabilities	
Liabilities	\$ -
Total Liabilities	<u>\$ -</u>
 Fund Balances	
General Fund	12,224
Total Fund Balances	<u>\$ 12,224</u>
 Total Liabilities and Fund Balances	 <u><u>\$ 12,224</u></u>

This financial statement has not been audited, reviewed, or compiled and no CPA provides assurance on it.
See selected information.

South Coast Community Aquatics, Inc.

A Nonprofit Organization

Statement of Revenues and Expenditures - Cash Basis
Substantially All Disclosures Omitted
For The Twelve Months Ending December 31, 2024

Revenues	
Pool Revenue	
Entry Fee	\$ 11,268
Food	1,853
Lessons	38,631
Membership	27,186
Pool Rental	3,650
Revenue Share	(2,189)
Total Pool Revenue	80,399
In-kind Donations	19,370
Corporate & Foundation Grants	26,354
Government Grants	70,000
Total Revenues	\$ 196,123
Operating Expenditures	
Chemicals	\$ 10,622
Cost of Food Sold	551
Facilities Cleaning	361
In-Kind Labor, Lifeguarding	3,045
Insurance	3,439
Licensing	365
Payroll Expenses	94,137
Scholarships	615
Supplies	2,238
Utilities	44,459
Total Operating Expenditures	\$ 159,832
Non-Operating Expenditures	
Advertising	\$ 805
Bank fees & service charges	1,955
Contract & professional fees	4,539
In-Kind Labor, Management	16,325
Office supplies	333
Small tool & equipment	442
Software & apps	1,113
Uniforms	851
Total Non-Operating Expenditures	\$ 26,363
Net Revenue in Excess of Expenditures	\$ 9,928
Beginning Fund Balance	-
Transfer of Funds	2,296
Ending Fund Balance	\$ 12,224

This financial statement has not been audited, reviewed, or compiled and no CPA provides assurance on it.
See selected information.

South Coast Community Aquatics, Inc.
Selected Information

Note 1 Disclosure Principles Departure

Management has elected to omit substantially all of the disclosures required by the income tax basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the company's financial position, results of operations, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.



PO Box 1800

Brookings, OR 97415

501c3 TIN 92-1095207

February 2, 2025

City of Brookings
Tim Rundel, City Manager
Isaac Hodges, Mayor
Tony Baron, Public Works Director
City Council
898 Elk Street
Brookings, OR 97415

RE: Final 2024-25 budgeted support request

Dear Members of the Brookings City Council,

I am writing on behalf of the South Coast Community Aquatics (SCCA) to request the 2024-25 budgeted final payment of \$10,000 to support the winter pilot project in collaboration with the City of Crescent City. This payment is crucial to cover the increased propane costs that were significantly higher than originally budgeted.

We have actively sought other funding resources to address this shortfall, but our efforts have not yet yielded results. Your support is vital in bridging this gap and ensuring the continuity of our services.

During this winter's pilot project, we experienced an unexpected rise in propane expenses due to unseasonably cold weather and increased usage of the pool facility. Despite our best efforts to manage costs and adhere to the budget, the propane costs have exceeded our initial estimates. This additional financial burden has put a strain on our resources, and we are seeking your support to ensure the successful completion of the pilot project.

The community's response to the pilot project has been overwhelmingly positive, and the increased usage of the pool facility demonstrates the importance of maintaining this valuable resource for our residents. The final payment of \$10,000 will help us address the unforeseen propane expenses and allow us to continue providing a safe, warm, and welcoming aquatic environment for all.

SCCA Mission: "To provide a year-round community pool that meets the diverse aquatic needs of Brookings and the surrounding communities"

In addition, SCCA is actively pursuing grant opportunities to support our partnership with the City and to help fund long-term capital improvement projects. These grants will help achieve the financial goals for the pool, ensuring its sustainability and enabling the necessary upgrades and enhancements to better serve the community. Any COB support will be offset by grants received and can either be returned to the city or applied to FY2025-26 upon approval of a management agreement.

We greatly appreciate the support and partnership of the Brookings City Council in this pilot project. We look forward to providing a full report at the conclusion of the season. We kindly ask that you consider our request for the final payment to cover the increased propane costs in support of the winter pilot project.

Thank you for your time and consideration.

Sincerely,
Val Early
President, SCCA

SCCA Board of Directors:

- Dan Brattain - Founder/CEO, Cal-Ore Life Flight, Certified lifeguard, Masters swimmer
- Siena Worthey - Architectural designer and former Brookings Pool Manager
- Chaulene Worthey - School district 17-C employee, soccer coach with degree in exercise science, Former pool manager
- Luke Martinez – Curry County Aquatic Safety Office and Junior Lifeguard Instructor
- John Herzog – Avid Swimmer, Lifeguard, CCEC Board of Directors
- Bruce Nishioka - Nishioka Attorney at Law, avid swimmer
- Stacy Bergtoldt – Aqua-Aerobics Instructor, retired SWOCC
- Val Early - Community volunteer, Curry County business owner, lifelong swimmer
- Hailey Kuhn - Non-Profit Consultant, Junior Olympian, Masters swimmer
- Dr. Ingrid Ammondson - Clinical Psychologist and Researcher, avid lap swimmer
- Tony Baron – City of Brookings staff liaison, Public Works Director

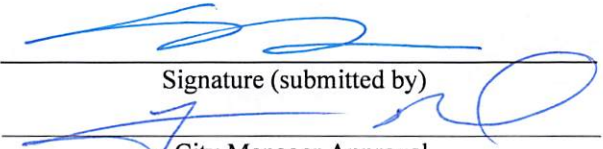
SCCA Mission: *"To provide a year-round community pool that meets the diverse aquatic needs of Brookings and the surrounding communities"*

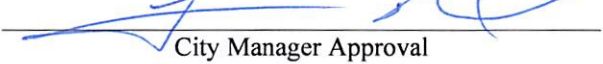
CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: February 10, 2025

Originating Dept: PW/DS


Signature (submitted by)


City Manager Approval

Subject: Ransom & 5th Street Storm Water Repairs

Motion: Authorize City Manager to execute a contract with Tidewater Contractors Inc. for the Ransom Avenue Storm Water Repair project in the amount of \$65,000

Financial Impact: \$65,000 from Storm Water System Replacement Funds (SRF)

Background/Discussion:

Public Works Staff discovered a developing sink hole near the intersection of Ransom and 5th Street as well as an additional storm water pipe failure on a private drive just off 5th street in the same vicinity. The two stormwater pipes in question are corrugated metal pipes over 40 years old with the bottom of the pipes completely rotted away in various sections. The project was listed in the City's Stormwater Masterplan (2016) as a high priority project.

Staff reached out to local contractors and bids were received from two qualified contractors represented in the bid table below. Staff recommends awarding the project to the lowest bidder Tidewater Contractors Inc.

Bidders	Bid
McLennan Excavation Inc.	\$87,410
5R Excavation & Paving LLC.	Declined
Tidewater Contractors Inc.	\$65,000

Attachments:

- a. McLennan Excavation Inc. Bid
- b. Tidewater Contractors Inc. Bid

**Commercial & Residential Excavation Contractors
Licensed in OR & CA**

OR License
#195758

CA License
#982104

Project Owner: City of Brookings
Project Location: Cameo and Ransom

Phone Number: (541) 469-1159

DATE January 28, 2025

Materials Only <input type="checkbox"/>	Materials & Labor <input checked="" type="checkbox"/>
Time & Materials <input type="checkbox"/>	Other <input type="checkbox"/>
Total Estimate:	\$ 87,410.00

PREPARED BY Lily McLennan

Description	Unit	Estimated Quantity	Rate	Total
Mobilization/Demobilization	Lump Sum	1	\$ 5,000.00	\$ 5,000.00
Remove and replace 12" storm pipe w/ 3/4"- backfill	LF	225	\$ 172.00	\$ 38,700.00
Remove and replace G2's - provided by City of Brookings	Each	3	\$ 4,989.00	\$ 14,967.00
Reconnect to existing structures	Each	1	\$ 3,613.00	\$ 3,613.00
Concrete Sidewalk/flatwork	SF	500	\$ 40.00	\$ 20,000.00
Concrete Curb	LF	20	\$ 54.00	\$ 1,080.00
Asphalt patch - 4"	SF	300	\$ 13.50	\$ 4,050.00
** Certified wages				
** Per unit bid, price will vary				
** Based on City of Brookings standards				
TOTAL			\$	87,410.00

Respectfully submitted this 28th day of January, 202

By: [Signature]
Lily R. McLennan
McLennan Excavation Inc.

Approved By: _____

Note:

If you have any questions concerning this estimate, please reach out to Lily at: 541-412-9333 or lily@pipeandrock.com

THANK YOU FOR YOUR BUSINESS!

**Commercial & Residential Excavation Contractors
Licensed in OR & CA**

OR License
#195758

DATE January 28, 2025

Phone Number: (541) 469-1159

Materials Only <input type="checkbox"/>	Materials & Labor <input type="checkbox"/>
Time & Materials <input type="checkbox"/>	Other <input type="checkbox"/>
Total Estimate:	\$ 35,060.00

Description	Unit	Estimated Quantity	Rate	Total
Mobilization/Demobilization	Lump Sum	1	\$ 5,000.00	\$ 5,000.00
Remove and replace 12" storm pipe w/ 3/4"- backfill	LF	170	\$ 128.00	\$ 21,760.00
Reconnect to existing structures	Each	2	\$ 2,700.00	\$ 5,400.00
Concrete Sidewalk/flatwork	SF	25	\$ 25.00	\$ 625.00
Concrete Curb	LF	5	\$ 35.00	\$ 175.00
Asphalt patch - 4"	SF	200	\$ 10.50	\$ 2,100.00
** Per unit bid, price will vary				
** Based on City of Brookings standards				
			TOTAL	\$ 35,060.00

By: [Signature]
Lily R. McLennan
McLennan Excavation Inc.

Note:

If you have any questions concerning this estimate,
please reach out to Lily at: 541-412-9333 or
lily@pipeandrock.com

29

Phone: 541-469-5341
Fax: 541-469-0137

DIR# 1000008899



Price Quote

Materials & Labor

Fax:

E-Mail:

☒ Public Project ☐ Private Project

Contracting Party/Agency: City of Brookings

Project Name: Olds Driveway Storm Drain

Description of Work: Replace approx 160 feet of 12" Storm Drain

Bill Address:

Item No.	Description	Units	Quantity	Unit Price	Discount	Total
	Install 12" Storm Drain	LS	1	\$18,700.00		\$ 18,700.00
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ 18,700.00

Date: 1/25/2025

Tax
Delivery
Total

Sign: _____ Date: _____

(Company/Title)


- **QUOTE IS ALL OR NOTHING**, no item may be separated from quote **without prior written approval**
- All sales are subject to any/all applicable Federal/State/Local taxes without a valid resale license on file with Tidewater.
- Payment in full due by the 10th of the following month. Monthly financing charges of 1.5% applied to all unpaid balances.
- Quotation valid for 10 days, and based upon mutually agreeable schedule.
- Material purchase agreements must be signed prior to delivery, billing will be based on scale ticket weights or quantity shown.
- Earliest possible notification of quote acceptance is required to meet construction schedule.
- **No Testing or Inspection Included in Above Items**
- No Traffic Control or Asphalt Patching anticipated. City to relocate water service if required. Assuming existing utilities will not be in conflict with new storm drain
- City to secure access permission, permits, and fence relocation.

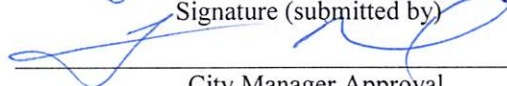
CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: February 10, 2025

Originating Dept: CM



Signature (submitted by)


City Manager Approval

Subject: Letter to Governor Kotek in support of suspending new requirements recently enacted from the Wildfire Hazard Map and allowing the Lone Ranch project to continue through to completion.

Recommended Motion:

1. Authorize the Mayor to sign a letter to Governor Kotek in support of suspending new requirements recently enacted from the Wildfire Hazard Map and allowing the Lone Ranch project to continue through to completion.

Financial Impact:

Unknown at this time

Background/Discussion:

In 2009, the U.S. Borax Company donated land to be dedicated to the construction of the Southwestern Oregon Community College - Lone Ranch Campus which was completed in 2011. The campus, however, only took advantage of a small portion of the Borax property. The remainder of the area was dedicated to something that all know too well is in high demand in Southern Oregon - housing.

In 2023, we approved the Master Plan for the Lone Ranch planned community. The development is comprised of over 550 acres of previously undeveloped property near Cape Ferrelo, just north of Brookings. When finalized, the Lone Ranch project would provide up to 1,000 units of residential housing- townhomes, single family dwellings, and condominiums. Due to the magnitude of this development, it will be completed in phases, with Phase I alone providing upwards of 200 units of accessible housing for our community. Prior to the changes initiated by the Wildfire Hazard Map and Wildland Urban Interface zone, Phase I was slated to be completed within four years.

To date, approximately \$6,000,000.00 has been invested in this development, and the City of Brookings has begun a \$30,000,000.00 wastewater treatment and collections system upgrade in order to accommodate this crucial planned development.

Further cost savings are anticipated by sourcing the standard building materials locally from South Coast Lumber Co. While it is difficult to calculate precisely, the newly enacted legislation prevents the use of these local products and will result in a monumental increase in costs.

An estimate of the increase for just the cost of Phase 1's housing would be \$9,735,000.00. Again, Phase I comprises less than 20% of the total housing infrastructure associated with this project.

Apart from housing, there will also be significant impacts to the surrounding development - recreational trails, auxiliary structures, and utility systems. At this juncture, it is difficult to determine the true extent of these jarring shifts in latent costs.

The City of Brookings, as well as many other local businesses and stakeholders, is committed to investing in the future of available housing. This project has been carefully planned, scrutinized, and developed for many years. With new variables come uncertainty, and we will do everything in our power to minimize those variables stemming from the adoption of the Wildfire Hazard and Wildland Urban Interface Maps and their effects at the local level.

The fact the Lone Ranch project began nearly 16 years ago and the Department of Forestry/Wildfire Hazard Map Division just began sending notices a few months ago (the City received our notice on January 9, 2025) to property owners is essentially moving the goal post in the middle of an extremely important development.

The City of Brookings is asking Governor Kotek for support by suspending new requirements recently enacted from the Wildfire Hazard Map and allowing the Lone Ranch project to continue through to completion; not just for the City of Brookings, but for its constituents.

Attachment(s):

Letter to Governor Kotek from Mayor Hodges



City of Brookings

898 Elk Drive, Brookings, OR 97415
Office (541) 469-1102 Fax (541) 469-3650
www.brookings.or.us

February 3, 2025

Governor Kotek:

On behalf of the Brookings City Council, we feel obligated to bring to your attention our concerns regarding the impact of the recent Wildfire Hazard Map and Wildland Urban Interface Map as they pertain to a pivotal housing project here in Brookings.

In 2009, the U.S. Borax Company donated land to be dedicated to the construction of the Southwestern Oregon Community College - Lone Ranch Campus which was completed in 2011. The campus, however, only took advantage of a small portion of the Borax property. The remainder of the area was dedicated to something that all know too well is in high demand in Southern Oregon - housing.

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The City of Brookings, as well as many other local businesses and stakeholders, is committed to investing in the future of available housing. This project has been carefully planned, scrutinized, and developed for many years. With new variables come uncertainty, and we will do everything

in our power to minimize those variables stemming from the adoption of the Wildfire Hazard and Wildland Urban Interface Maps and their effects at the local level.

We understand that housing is one of the highest priorities for your administration. This project directly aligns with that agenda. Legislation that creates a direct barrier to our mutual undertaking to create accessible, affordable and secure housing directly counters what is arguably the most meaningful issue that the government is able to impact. We implore you for your understanding and support by suspending new requirements recently enacted from the Wildfire Hazard Map and allowing the Lone Ranch project to continue through to completion; not just for the City of Brookings, but for its constituents.

Thank you for taking time out of your busy schedule to be more informed about this incredible opportunity for the City of Brookings, Curry County and the State of Oregon.

Respectfully,

A handwritten signature in black ink, appearing to read 'Isaac Hodges', with a long horizontal flourish extending to the right.


Mayor Isaac Hodges
City of Brookings, OR

CITY OF BROOKINGS

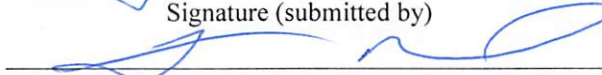
COUNCIL AGENDA REPORT

Meeting Date: February 10, 2025

Originating Dept: CM



Signature (submitted by)



City Manager Approval

Subject: Appointment of City Manager Tim Rundel to South West Area Commission of Transportation Membership

Recommended Motion:

1. Authorize the appointment of City Manager Tim Rundel to South West Area Commission of Transportation (SWACT) Membership

Financial Impact:

Background/Discussion:

After meeting with ODOT officials Chris Hunter (SW Area Manager) and Glen Pederson last week, it was brought to my attention that the City of Brookings no longer has a primary appointed representative for SWACT. Currently Public Works/Development Services Director Tony Baron serves as the alternate and Councilor Malmberg serves as the City of Brookings Elected Stakeholder Representative.

Area Commissions on Transportation are advisory groups chartered by the Oregon Transportation Commission. They address all aspects of transportation with a primary focus on the state transportation system. Area Commissions on transportation deal with regional and local transportation issues if they affect the state system. They work with other local organizations dealing with transportation-related issues.

Membership: Includes Primary and Alternate representatives for each of the following:

Douglas, Coos and Curry counties
Roseburg
Coos Bay
Brookings
Oregon Department of Transportation
Confederated Tribes of Coos, Lower Umpqua and Siuslaw Indians
Coquille Indian Tribe
Cow Creek Band of Umpqua Tribe of Indians
2 At-large cities from Douglas County
1 At-large city from Coos County
2 representative positions from Douglas County
2 representative positions from Coos County

1 representative position from Curry County

Modal representatives: Port, Bicycle and Pedestrian, Freight/Rail, Aviation and Transit

Work Program:

Determined by the South West ACT Steering Committee and includes:

- Education on transportation funding, projects, planning and issues; education on transportation funding, projects, planning and issues;
- Public involvement process planning;
- STIP updating;
- Establishing criteria for the selection of STIP projects; establishing criteria for the selection of STIP projects;
- Coordination with regional community solutions team, and community development work.

Meetings:

When: Second Friday of odd-numbered months, 10:00 AM

Where: Coos County Annex, 201 N. Adams, Coquille, OR 97423

Attachment(s):

Rundel Application for SWACT

South West Area Commission on Transportation Membership Application

Position you are applying for: City of Brookings; Primary Representative

Name: Tim Rundel

Home Address: PO Box 1427, Brookings, OR

Phone: 541-469-1123

Occupation: City Manager

Business Address: 898 Elk Dr., Brookings, OR 97415

Email Address: timrundel@gmail.com

1. In which County do you reside?

☐
Coos

☒
Curry

☐
Douglas

2. Have you resided within this area for at least one year immediately preceding this application?

☐
Yes

☒
No

3. How did you learn about this vacancy?

Newspaper ☐

Word of Mouth ☐

Notice by Mail ☐

Other (specify) ☒

4. What experience/training do you have that qualifies you for this particular appointment and what specific contributions do you hope to make?

I have an extensive career in city management and worked with multiple agencies on several streets/highway projects.

5. Please give a brief description of your involvement in community groups and activities.

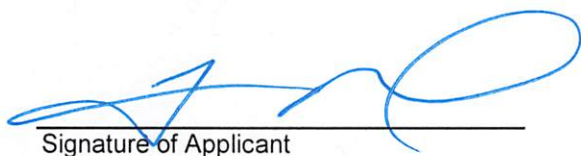
Throughout my career, I've been involved with several community groups (Chamber of Commerces, Rotary, Toastmasters, etc.)

6. Please list transportation topics of particular concern to you that relate to this appointment.

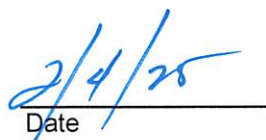
Hwy 101 going through Brookings and of course - all streets located within our community.

7. Please list your reasons for wishing to be appointed.

1. I want to represent the City of Brookings in matters relating to transportation and safety.



Signature of Applicant



Date

Return completed application to:

ODOT
Joanna Wade
3500 NW Stewart Parkway
Roseburg, OR 97470
541-957-3543
joanna.m.wade@odot.state.or.us

Information on this form is public information, however, home addresses will be redacted.
Thank you for your interest in serving the community.

**STATE OF OREGON
CONDITIONS OF VOLUNTEER SERVICE**

Volunteer Insurance Coverage (VIC)

As a volunteer working in a State of Oregon agency, you need to understand the extent to which you are covered by State of Oregon insurance for liability and personal injury/illness. Please read the following carefully and sign below.

Tort Liability

You will be protected from civil liability for injuries or damage to the person or property of others, subject to the following general conditions:

1. You are working on a state agency task assigned by an authorized agency supervisor;
2. You limit your actions to the duties assigned; and
3. You perform your assigned tasks in good faith, and do not act in a manner that is reckless or with the intent to unlawfully inflict harm to others.

The conditions and limits of this protection are as stated in the Oregon Tort Claims Act, ORS 30.260-300, and Oregon Department of Administrative Services Risk Management Division Policy Manual, 125-7-202.

Motor Vehicle Liability

If you use a personally owned vehicle in the course of your duties, you are required to have automobile liability insurance to provide your primary coverage for any accidents involving that vehicle. State provided auto liability coverage will apply on a limited basis only after your primary coverage limits have been used.

Volunteer Injury Coverage (VIC)

The agency has elected to have VIC for authorized volunteers. It is limited to only injuries due to an accident while performing volunteer duties. The state will pay medical treatment bills, disability, death and dismemberment benefits to the limits and under the terms and conditions described in Oregon Department of Administrative Services Risk Management Division Policy Manual, Volunteer Injury Coverages, 125-7-204. If you are injured in a private vehicle, the owner's insurance is responsible for your medical bills.

Reporting Responsibility


Any time you are involved in any accident or exposed to a potential liability situation while performing assigned duties, you must inform Sarah Thompson, SWACT Coordinator (name or title) as soon as possible.

Assigned Duties (Note if any document is attached or referred to for details)

South West Area Commission on Transportation; City of Brookings Alternate Representative

I HAVE READ AND UNDERSTAND THE ABOVE DUTIES AND CONDITIONS OF VOLUNTEER SERVICE.

Please Print Information

Name (Last, First, M.I.) Rundel, Tim J.	Telephone 405-409-8375
Address 898 Elk Dr.	City, State, Zip Brookings, OR 97415
Estimated beginning date of volunteer service 2/10/25	Estimated ending date of volunteer service
Signature 	Date 2/10/27
In case of emergency, please notify (Name) Lorena Wood	
Relationship Partner	Telephone 530-820-2233

Agency Supervisor	Division/Program
Title	Telephone

READ AND SIGN THE WAIVER AND RELEASE ON REVERSE

Revised: 12/21/2018

**AUTHORIZED STATE VOLUNTEER
PARTIAL WAIVER AND RELEASE OF RIGHTS
UNDER THE OREGON TORT CLAIMS ACT
ORS 30.260-300**

(Volunteer Insurance Coverage (VIC))

READ CAREFULLY

(Please Print Information)

Name: Tim Rundel
Phone: _____
Address: _____
City/State: _____
Zip Code: _____

As an authorized state volunteer performing activities on behalf of the State of Oregon
Oregon Department of Transportation (agency), I understand that the
state will pay medical treatment bills, disability, death and dismemberment benefits to the limits and under the
terms and conditions described in Oregon Department of Administrative Services Risk Management Division
Policy Manual, Volunteer Injury Coverages, 125-7-204. In exchange for the coverage, I, for myself, my heirs,
executors, administrators and assigns, release and forever discharge the State of Oregon from any and all
demands or claims for damage or injury, from any cause of suit or action, known or unknown, that I may have
against the State of Oregon, and/or its officers, agents or employees, and from all liability under the Oregon
Tort Claims Act, ORS 30.260-300, for any and all harm or damage to my health in any manner resulting from
or arising out of my state volunteer activities.

This release does not extend to or waive any rights I may have under the Oregon Tort Claims Act, ORS
30.260-300, to defense and indemnification from any demand, claim, suit or action brought against me, or
liability I may be subject to, or arising out of my authorized state volunteer activities.

In the event that I am injured while performing state volunteer activities, I will notify my agency supervisor and
apply for injury coverage benefits.

Signature:  Date: 2/4/25

PARENT OR GUARDIAN'S AUTHORIZATION FOR MEDICAL CARE AND CONSENT TO AGREEMENT

READ CAREFULLY

I, _____, as parent or legal guardian hereby grant permission for
_____ to do volunteer work for the _____
_____ (agency). In the event of an emergency, accident, or illness, I authorize the agency and its
employees to administer emergency medical care to my child and/or, if deemed necessary, to secure
emergency medical services and incur expenses for which I will be responsible for payment. **My signature
below hereby represents that I have read, understand, and consent to this agreement.**

Signature: _____ Date: _____
(Legal Guardian signature required if volunteer
is under age 18 years.)

Read the Front Side of this Document

Clear Form

Revised: 12/21/2018

Report Criteria:

Report type: Summary

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/25	01/02/2025	92791	6317	Advanced Diving Services Inc	20-00-2005	4,420.00
01/25	01/02/2025	92792	5863	All Traffic Solutions Inc	10-00-2005	1,500.00
01/25	01/02/2025	92793	5908	Amazon Capital Services	10-00-2005	1,532.24
01/25	01/02/2025	92794	5048	Brookings Harbor Medical Center	10-00-2005	150.00
01/25	01/02/2025	92795	313	Brookings Vol Firefighters	10-00-2005	2,250.00
01/25	01/02/2025	92796	715	Budge McHugh Supply	20-00-2005	408.90
01/25	01/02/2025	92797	5567	CAL/OR Insurance Agency	30-00-2005	683.33
01/25	01/02/2025	92798	5070	Canon Solutions America	10-00-2005	6.44
01/25	01/02/2025	92799	6031	Cascade Home Center	10-00-2005	335.63
01/25	01/02/2025	92800	3015	Charter Communications	30-00-2005	749.96
01/25	01/02/2025	92801	5827	Coastal Investments LLC	10-00-2005	960.00
01/25	01/02/2025	92802	1745	Coastal Paper & Supply Inc	10-00-2005	282.72
01/25	01/02/2025	92803	182	Coos-Curry Electric	10-00-2005	11,764.14
01/25	01/02/2025	92804	284	Day Management Corp	30-00-2005	994.32
01/25	01/02/2025	92805	1	Chun Owings	20-00-2005	242.65
01/25	01/02/2025	92806	2067	Enviro-Clean Equipment	25-00-2005	2,050.21
01/25	01/02/2025	92807	2186	Ferguson Waterworks #3011	20-00-2005	3,552.12
01/25	01/02/2025	92808	5432	First Community Credit Union	25-00-2005	3,560.00
01/25	01/02/2025	92809	298	Freeman Rock, Inc	15-00-2005	749.58
01/25	01/02/2025	92810	198	Grants Pass Water Lab	20-00-2005	165.00
01/25	01/02/2025	92811	4269	Gary Milliman	10-00-2005	325.00
01/25	01/02/2025	92812	123	Motorola Solutions Inc	10-00-2005	214.29
01/25	01/02/2025	92813	4443	Napa Auto Parts-Golder's	20-00-2005	87.42
01/25	01/02/2025	92814	6169	National Testing Network Inc	10-00-2005	500.00
01/25	01/02/2025	92815	4	Alexis Mersino	10-00-2005	266.00
01/25	01/02/2025	92816	322	Postmaster	25-00-2005	1,200.00
01/25	01/02/2025	92817	322	Postmaster	10-00-2005	350.00
01/25	01/02/2025	92818	207	Quill Corporation	10-00-2005	169.43
01/25	01/02/2025	92819	2863	Verizon Wireless	10-00-2005	715.60
01/25	01/09/2025	92820	4477	Alpine Products Inc	15-00-2005	3,998.89
01/25	01/09/2025	92821	5908	Amazon Capital Services	10-00-2005	529.94
01/25	01/09/2025	92822	6121	AutoZone Inc	10-00-2005	79.33
01/25	01/09/2025	92823	4939	Bi - Mart Corporation	10-00-2005	172.27
01/25	01/09/2025	92824	5070	Canon U.S.A. Inc	10-00-2005	64.71
01/25	01/09/2025	92825	5822	Chaves Consulting Inc	49-00-2005	370.20
01/25	01/09/2025	92826	3834	Clean Sweep Janitorial Service	10-00-2005	2,200.00
01/25	01/09/2025	92827	5909	CMI Software Corp	30-00-2005	24,879.00
01/25	01/09/2025	92828	1740	Code Publishing Company Inc	10-00-2005	294.00
01/25	01/09/2025	92829	5939	Country Media Inc	15-00-2005	437.68
01/25	01/09/2025	92830	317	DCBS - Fiscal Services	10-00-2005	620.28
01/25	01/09/2025	92831	1	Wesley Atnip	20-00-2005	148.61
01/25	01/09/2025	92832	1	Andrew Steeples	20-00-2005	90.60
01/25	01/09/2025	92833	1	Heather Sanders	20-00-2005	143.58
01/25	01/09/2025	92834	6115	Douglas A Bergstrom, Ph.D.	30-00-2005	375.00
01/25	01/09/2025	92835	153	Ferrellgas	25-00-2005	779.45
01/25	01/09/2025	92836	6265	H&S Energy Group	10-00-2005	3,046.38
01/25	01/09/2025	92837	1130	H.D. Fowler	20-00-2005	960.00
01/25	01/09/2025	92838	139	Harbor Logging Supply	10-00-2005	608.30
01/25	01/09/2025	92839	6030	Hartwick Automotive LLC	10-00-2005	158.21
01/25	01/09/2025	92840	5754	iFocus Consulting Inc	49-00-2005	2,575.00
01/25	01/09/2025	92841	5858	Jacobs Engineering Group Inc	25-00-2005	140,880.83
01/25	01/09/2025	92842	6065	Local Government Law Group PC	10-00-2005	3,197.00
01/25	01/09/2025	92843	6308	Clayton Malmberg	10-00-2005	29.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/25	01/09/2025	92844	2834	Kelby McCrae	10-00-2005	135.00
01/25	01/09/2025	92845	4981	McLennan Excavation, Inc	20-00-2005	10,248.23
01/25	01/09/2025	92846	4487	Net Assets Corporation	10-00-2005	180.00
01/25	01/09/2025	92847	5008	Online Information Services	10-00-2005	139.59
01/25	01/09/2025	92848	4	Jolene Arnold	10-00-2005	266.00
01/25	01/09/2025	92849	4	Gracie Brozdounoff	10-00-2005	266.00
01/25	01/09/2025	92850	4	Alyssa Flanery	10-00-2005	241.00
01/25	01/09/2025	92851	4	Zachariah Moore	10-00-2005	266.00
01/25	01/09/2025	92852	6263	Phoebe Pereda	10-00-2005	29.00
01/25	01/09/2025	92853	5768	Proficient Auto Center Inc	20-00-2005	300.00
01/25	01/09/2025	92854	3499	Simplot Grower Solutions	10-00-2005	89.80
01/25	01/09/2025	92855	797	Town & Country Animal Clinic	61-00-2005	37.50
01/25	01/09/2025	92856	4542	Umpqua Bank	45-00-2005	5,322.00
01/25	01/09/2025	92857	4820	Unites States Geological Survey	20-00-2005	11,850.00
01/25	01/09/2025	92858	4734	Vestis Services LLC	10-00-2005	120.00
01/25	01/09/2025	92859	861	Village Express Mail Center	10-00-2005	30.95
01/25	01/09/2025	92860	2122	Cardmember Service	10-00-2005	11,501.53
01/25	01/09/2025	92861	169	Waste Connections Inc	61-00-2005	2,554.52
01/25	01/16/2025	92862	5871	BALCO Uniform Co Inc	10-00-2005	907.00
01/25	01/16/2025	92863	5188	Bauer Auto Body & Paint	10-00-2005	500.00
01/25	01/16/2025	92864	5070	Canon U.S.A. Inc	10-00-2005	6.63
01/25	01/16/2025	92865	6146	CCD Business Development Corp	52-00-2005	2,000.00
01/25	01/16/2025	92866	185	Del Cur Supply	10-00-2005	29.95
01/25	01/16/2025	92867	1	Muhammad Sabir	20-00-2005	114.79
01/25	01/16/2025	92868	371	Department of Environmental Quality	25-00-2005	13,212.00
01/25	01/16/2025	92869	2186	Ferguson Waterworks #3011	20-00-2005	2,107.08
01/25	01/16/2025	92870	5858	Jacobs Engineering Group Inc	53-00-2005	14,374.75
01/25	01/16/2025	92871	5526	L.N. Curtis & Sons Inc	10-00-2005	375.66
01/25	01/16/2025	92872	3561	Oil Can Henry's	10-00-2005	225.00
01/25	01/16/2025	92873	5390	O'Reilly Automotive Inc	10-00-2005	122.37
01/25	01/16/2025	92874	6129	Pacific Coast Properties LLC	10-00-2005	1.00
01/25	01/16/2025	92875	5703	PacWest Machinery	15-00-2005	271.80
01/25	01/16/2025	92876	4	Daniel Ensley	10-00-2005	266.00
01/25	01/16/2025	92877	4	Brandon Cervantez	10-00-2005	233.00
01/25	01/16/2025	92878	4	Carolyn VanZant	10-00-2005	266.00
01/25	01/16/2025	92879	4	Joshua Zimmerman	10-00-2005	241.00
01/25	01/16/2025	92880	3	Laurel Petrevics	20-00-2005	13.34
01/25	01/16/2025	92881	3	Soon Ae Phillips	20-00-2005	55.44
01/25	01/16/2025	92882	861	Village Express Mail Center	10-00-2005	41.58
01/25	01/16/2025	92883	5290	Wire Works LLC	10-00-2005	214.95
01/25	01/23/2025	92884	5908	Amazon Capital Services	10-00-2005	59.17
01/25	01/23/2025	92885	5871	BALCO Uniform Co Inc	10-00-2005	147.10
01/25	01/23/2025	92886	4859	Brookings Harbor Garden Club	10-00-2005	1,500.00
01/25	01/23/2025	92887	5070	Canon U.S.A. Inc	10-00-2005	308.79
01/25	01/23/2025	92888	6217	CNA Surety Direct Bill	10-00-2005	20.00
01/25	01/23/2025	92889	259	Da-Tone Rock Products	15-00-2005	576.81
01/25	01/23/2025	92890	575	Dell Marketing L.P.	49-00-2005	2,234.88
01/25	01/23/2025	92891	6115	Douglas A Bergstrom, Ph.D.	10-00-2005	375.00
01/25	01/23/2025	92892	2640	Dyer Partnership	52-00-2005	31,840.16
01/25	01/23/2025	92893	2186	Ferguson Waterworks #3011	20-00-2005	3,700.00
01/25	01/23/2025	92894	5078	Geotechnical Resources, Inc	20-00-2005	3,601.25
01/25	01/23/2025	92895	6265	H&S Energy Group	10-00-2005	2,758.90
01/25	01/23/2025	92896	1130	H.D. Fowler	20-00-2005	2,040.00
01/25	01/23/2025	92897	994	Hughes Fire Equipment	10-00-2005	5,657.09
01/25	01/23/2025	92898	5954	Morel Ink	10-00-2005	264.28
01/25	01/23/2025	92899	5162	National Hose Testing Specialties Inc	10-00-2005	4,661.50

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/25	01/23/2025	92900	4487	Net Assets Corporation	10-00-2005	150.00
01/25	01/23/2025	92901	5237	Oregon Mayors Association	10-00-2005	210.00
01/25	01/23/2025	92902	4	Lindsay Kuzara	10-00-2005	507.00
01/25	01/23/2025	92903	4	Janine Lefler	10-00-2005	266.00
01/25	01/23/2025	92904	4	Megan Robinson	10-00-2005	266.00
01/25	01/23/2025	92905	6263	Phoebe Pereda	10-00-2005	251.50
01/25	01/23/2025	92906	5101	Pitney Bowes Reserve Acct	10-00-2005	500.00
01/25	01/23/2025	92907	207	Quill Corporation	10-00-2005	167.48
01/25	01/23/2025	92908	3	Paragon Property Management	20-00-2005	54.54
01/25	01/23/2025	92909	3369	Schwabe Williamson & Wyatt PC	20-00-2005	1,159.00
01/25	01/23/2025	92910	6208	Summit Water Resources LLC	20-00-2005	175.00
01/25	01/23/2025	92911	6264	Tradewind Signs LLC	10-00-2005	360.00
01/25	01/23/2025	92912	861	Village Express Mail Center	10-00-2005	28.17
01/25	01/23/2025	92913	5992	Ziply Fiber	30-00-2005	141.38
01/25	01/30/2025	92914	5908	Amazon Capital Services	49-00-2005	92.99
01/25	01/30/2025	92915	5048	Brookings Harbor Medical Center	10-00-2005	150.00
01/25	01/30/2025	92916	1373	Cascade Fire Equipment	10-00-2005	602.00
01/25	01/30/2025	92917	6031	Cascade Home Center	20-00-2005	387.79
01/25	01/30/2025	92918	3834	Clean Sweep Janitorial Service	10-00-2005	1,980.00
01/25	01/30/2025	92919	182	Coos-Curry Electric	10-00-2005	12,154.10
01/25	01/30/2025	92920	6078	Curry County Reporter	10-00-2005	236.25
01/25	01/30/2025	92921	6319	D2000 Safety Inc	25-00-2005	3,250.00
01/25	01/30/2025	92922	575	Dell Marketing L.P.	49-00-2005	1,696.63
01/25	01/30/2025	92923	298	Freeman Rock, Inc	25-00-2005	481.81
01/25	01/30/2025	92924	1130	H.D. Fowler	20-00-2005	2,400.00
01/25	01/30/2025	92925	994	Hughes Fire Equipment	10-00-2005	5,996.98
01/25	01/30/2025	92926	6296	Mountain View Fence	50-00-2005	12,380.00
01/25	01/30/2025	92927	5916	Oregon Department of Aviation	33-00-2005	50.00
01/25	01/30/2025	92928	699	Oregon Dept of Transportation	55-00-2005	21,555.12
01/25	01/30/2025	92929	687	Owen Equipment Company	25-00-2005	395.37
01/25	01/30/2025	92930	4	Aubrey Paoli	10-00-2005	266.00
01/25	01/30/2025	92931	6243	Southern Oregon Trees and Stumps LLC	10-00-2005	600.00
01/25	01/30/2025	92932	380	Stadelman Electric Inc	10-00-2005	2,185.00
01/25	01/30/2025	92933	432	USA BlueBook	20-00-2005	783.22
01/25	01/30/2025	92934	861	Village Express Mail Center	10-00-2005	13.92
01/25	01/30/2025	92935	5992	Ziply Fiber	25-00-2005	1,558.49
Grand Totals:						439,176.37

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: Summary
