City of Brookings

MEETING AGENDA

CITY COUNCIL

Monday, November 10, 2025, 5:30pm

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

- *The City Council will meet in Executive Session immediately following the City Council meeting, in the City Manager's office, under the authority of ORS 192.660 (2)(h), to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.*

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Ceremonies/Appointments/Announcements

1. Veterans Day 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 Council minutes for October 13, 2025 [Pg. 2]
2. Accept Parks and Recreation Commission minutes for July 24, 2025 [Pg. 4]
3. Receive monthly financial report for September 2025 [Pg. 5]
4. Liquor License – Elite Market 4 [Pg. 11]
5. Cancel November 24, 2025 City Council Meeting
6. Cancel December 22, 2025 City Council Meeting

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

1. Playground Equipment for Bud Cross Park [Pg. 16]
   a. Playcraft Systems Quote [Pg. 17]
   b. Playground Design Concept – Bud Cross Park [Pg. 19]
   c. Resolution 25-R-1268 [Pg. 20]
   d. Site Plan – Bud Cross Park Day-Use Area [Pg. 21]
2. System Development Charges Methodology Update [Pg. 22]
   a. Resolution 25-R-1285 – SDC Methodology [Pg. 24]
   b. August 2025 SDC Methodology Report [Pg. 36]

H. Informational Non-Action Items

1. October Vouchers [Pg. 96]

I. Remarks from Mayor, Councilors and City Manager

J. 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

Proclamation

WHEREAS, on Veterans Day we paused to honor those who have served in the United States Armed Forces; and

WHEREAS, the Veterans Day holiday began in observance of the anniversary of the end of World War I as "a day to be dedicated to the cause of world peace"; and

WHEREAS, in service to this cause, veterans have made immeasurable contributions and great personal sacrifices in the most demanding of circumstances—an example from which we draw inspiration and for which we annually renew our fullest gratitude; and

WHEREAS, as we honor our veterans, we are mindful that no ceremony can repay the debt owed to veterans for their courageous and devoted service; and

WHEREAS, the following employees of the City of Brookings are veterans:

Police Department	Branch of Service	Years of Service	Rank at Separation
Kelby McCrae	Army/ARNG	22	Major
Travis Wright	Coast Guard	4	Petty Officer 2nd Class
Campbell Hill	Army	3	Specialist
Sean Stevenson	Marine Corps	5	Sergeant
Jason Barrigar	Air Force	20	Technical Sergeant
Colin Kimball	Army & Coast Guard	21	Chief Electrician Mate
Brandon Pereda	Army	4	Specialist
Curtiss Lunsford	Marine Corps	2	Lance Corporal
Fire & Rescue Department			
Wayne Sheffel	Marine Corps	20	Gunnery Sergeants
Public Works Department			
Guy Smith	Navy	6	Petty Officer 2nd Class
John Webb	Army	8	Specialist
Administration Department			
Tim Rundel	Air Force	6	Staff Sergeant

NOW, THEREFORE, I, Isaac Hodges, Mayor of the City of Brookings, do hereby proclaim this Veterans Day, November 11, 2025, to be a day to honor the invaluable contributions of veterans and, in particular, the several veterans who are employees of the City.

Veterans Day

In Witness Whereof,

I, Mayor Isaac Hodges, do hereto set my hand and cause the official seal of the City of Brookings, Oregon, to be affixed this 10th day of November, 2025.

_____

Mayor Isaac Hodges

City of Brookings
CITY COUNCIL MEETING MINUTES
City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415
Monday, October 13, 2025

Call to Order
Mayor Isaac Hodges called the meeting to order at 5:30 PM

Roll Call
Council Present: Mayor Isaac Hodges, Councilors Clayton Malmberg, and Phoebe Pereda; a quorum present
Council Absent: Councilors Andy Martin and Kristi Fulton
Staff Present: City Manager Tim Rundel and City Recorder Brooklyn Osterhage
Media Present: None
Others Present: 2 audience members

Ceremonies/Appointments/Announcements
Mayor Hodges awarded the Domestic Violence Awareness Month Proclamation to The SAFE Project

Mayor Hodges announced the September Yard of the Month winners:
- Commercial: Manley Art Center, 433 Oak Street
- Residential: 7180 Vista Ridge Drive, owner Peggy Rupert

Oral Requests and Communications from the audience
1. Curry County Commissioner Lynn Coker, non-resident – spoke about the USN Sea Cadet program coming soon to Brookings.

Consent Calendar
1. Approve Council minutes for September 22, 2025
2. Accept Planning Commission minutes for July 1, 2025

Councilor Pereda moved and Mayor Hodges seconded to approve the Consent Calendar as presented. Motion passed; Mayor Hodges, Councilors Malmberg and Pereda voting "aye" [3:0].

Staff Reports and Public Hearings
1. Reedsport Flood Reduction Resiliency Project Discussion
Staff Report presented by Tim Rundel

Mayor Hodges moved and Councilor Pereda seconded to authorize the City Manager to form a letter of support of the Reedsport Flood Reduction Resiliency Project and reach out to the Cities of Gold Beach and Port Orford and Curry County to do a joint letter to send to the state. Motion passed; Mayor Hodges, Councilors Malmberg and Pereda voting "aye" [3:0].

2. First Amendment to the Brookings City Manager Employment Agreement
Staff Report presented by Mayor Hodges

Councilor Pereda moved and Councilor Malmberg seconded to authorize the Mayor to sign the First Amendment Agreement to the City of Brookings City manager Employment Agreement. Motion passed; Mayor Hodges, Councilors Malmberg and Pereda voting "aye" [3:0].

Adjournment

Mayor Isaac Hodges adjourned the meeting at 6:10 PM.

Respectfully submitted:

ATTESTED:
this 10th day of November, 2025:

Isaac Hodges, Mayor

Brooklyn Osterhage, City Recorder

MINUTES
BROOKINGS PARKS AND RECREATION COMMISSION
July 24, 2025

CALL TO ORDER
Vice Chair Armstrong called the meeting to order at 7:00 pm followed by the Pledge of Allegiance.

ROLL CALL
Present: Commissioners Dan Brattain, Mike Worthey, Vice Chair Jaime Armstrong
Absent: Steve Kerr & Theresa Mercurio
Also present: PWDS Director Tony Baron

APPROVAL OF MINUTES
Motion made by Commissioner Brattain, to approve the minutes of March 13, 2025; motion seconded and Commission voted; the motion carried unanimously.

PUBLIC APPEARANCES – None

COMMISSION BUSINESS – None

INFORMATION UPDATES/DISCUSSION ITEMS – Tony Baron provided parks update. Stout Park Dog Park Capital Project to bring water to the park is complete. There will be a new Donor bench installed at Chetco Point. Azalea Park Ball Field parking lot pavement has been replaced with gravel and the new drainage system and new pavement are expected in summer of 2026. Kid town picnic canopy project is nearly complete. Grant presentation for pedestrian improvements to Bud Cross Park scheduled for July 30 with staff receiving results in late August. South Coast Community Aquatics has submitted grant applications to: Oregon Community Foundation grant for a new pool heater and facility painting ($40,000), Judith Anne Moran Foundation for operations ($40,000), Ford Family Foundation programming ($5,000), Curry Health Foundation for safety training WA aids ($2500), and Wild Rivers Coast Foundation for youth summer swimming ($1650). Chetco Point Dog Park will be receiving dog park amenities budgeted for this fiscal year. Council approved a new MOU with the Brookings Harbor Garden Club. The Garden Club currently maintains the formal gardens at Azalea Park, and the Botanical Garden, they will be adding the courtyard at City Hall. With many projects completed from the 2021 Parks Master Plan staff recommends an addendum be created with new Capital Improvement Projects to complete. Capella events have increased significantly due to online promotional marketing. Adult Softball is underway with games Tuesday and Thursday nights.

COMMISSIONER REPORTS/COMMENTS – None

ADJOURNMENT
Next meeting scheduled for **September 25, 2025**. With no further business, meeting adjourned at 7:12 pm.

Respectfully submitted,

Steve Kerr, Chair
(Approved at October 23, 2025 meeting)

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

GENERAL FUND

		BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
	REVENUE					
	TAXES	4,680,220.00	141,247.71	449,597.29	4,230,622.71	9.6
	LICENSES AND PERMITS	327,000.00	19,755.16	65,131.13	261,868.87	19.9
	INTERGOVERNMENTAL	292,700.00	10,801.56	50,098.54	242,601.46	17.1
	CHARGES FOR SERVICES	1,077,500.00	12,294.64	107,808.76	969,691.24	10.0
	OTHER REVENUE	175,500.00	89,902.74	203,443.72	(27,943.72)	115.9
	TRANSFERS IN	779,400.00	.00	.00	779,400.00	.0
		7,332,320.00	274,001.81	876,079.44	6,456,240.56	12.0
	EXPENDITURES					
JUDICIAL:						
	PERSONAL SERVICES	41,083.00	4,228.87	12,806.86	28,276.14	31.2
	MATERIAL AND SERVICES	12,850.00	354.75	1,656.18	11,193.82	12.9
	CAPITAL OUTLAY	.00	.00	.00	.00	.0
		53,933.00	4,583.62	14,463.04	39,469.96	26.8
FINANCE AND ADMINISTRATION:						
	PERSONAL SERVICES	461,889.00	38,748.93	117,669.96	344,219.04	25.5
	MATERIAL AND SERVICES	243,100.00	9,759.86	92,699.76	150,400.24	38.1
	CAPITAL OUTLAY	.00	.00	.00	.00	.0
		704,989.00	48,508.79	210,369.72	494,619.28	29.8
POLICE:						
	PERSONAL SERVICES	4,020,285.00	326,354.02	1,034,729.78	2,985,555.22	25.7
	MATERIAL AND SERVICES	268,500.00	8,133.03	92,398.66	176,101.34	34.4
	CAPITAL OUTLAY	.00	.00	.00	.00	.0
	DEBT SERVICE	104,747.00	.00	.00	104,747.00	.0
	TRANSFERS OUT	.00	.00	.00	.00	.0
		4,393,532.00	334,487.05	1,127,128.44	3,266,403.56	25.7
FIRE:						
	PERSONAL SERVICES	243,824.00	20,601.98	58,791.06	185,032.94	24.1
	MATERIAL AND SERVICES	110,500.00	12,704.80	61,001.98	49,498.02	55.2
	CAPITAL OUTLAY	.00	.00	.00	.00	.0
	DEBT SERVICE	58,542.00	.00	.00	58,542.00	.0
	TRANSFERS OUT	.00	.00	.00	.00	.0
		412,866.00	33,306.78	119,793.04	293,072.96	29.0

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
PLANNING AND BUILDING:					
PERSONAL SERVICES	298,206.00	24,418.41	73,484.78	224,721.22	24.6
MATERIAL AND SERVICES	88,400.00	829.49	12,496.10	75,903.90	14.1
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	386,606.00	25,247.90	85,980.88	300,625.12	22.2
PARKS & RECREATION:					
PERSONAL SERVICES	366,404.00	30,387.36	90,676.70	275,727.30	24.8
MATERIAL AND SERVICES	146,000.00	9,703.02	38,300.60	107,699.40	26.2
CAPITAL OUTLAY	.00	.00	.00	.00	.0
DEBT SERVICE	9,981.00	.00	.00	9,981.00	.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	522,385.00	40,090.38	128,977.30	393,407.70	24.7
GOLF COURSE:					
PERSONAL SERVICES	.00	.00	.00	.00	.0
MATERIAL AND SERVICES	900,000.00	.00	.00	900,000.00	.0
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	900,000.00	.00	.00	900,000.00	.0
SWIMMING POOL:					
PERSONAL SERVICES	.00	.00	.00	.00	.0
MATERIAL AND SERVICES	160,500.00	20,073.52	66,502.44	93,997.56	41.4
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	160,500.00	20,073.52	66,502.44	93,997.56	41.4
NON-DEPARTMENTAL:					
MATERIAL AND SERVICES	175,100.00	9,436.09	34,673.40	140,426.60	19.8
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	533,000.00	.00	.00	533,000.00	.0
CONTINGENCIES AND RESERVES	689,409.00	.00	.00	689,409.00	.0
	1,397,509.00	9,436.09	34,673.40	1,362,835.60	2.5
	8,932,320.00	515,734.13	1,787,888.26	7,144,431.74	20.0
	(1,600,000.00)	(241,732.32)	(911,808.82)	(688,191.18)	(57.0)

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

STREET FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
REVENUE					
INTERGOVERNMENTAL	550,000.00	49,198.91	134,864.00	415,136.00	24.5
OTHER REVENUE	20,000.00	60.00	1,561.79	18,438.21	7.8
TRANSFER IN	100,000.00	.00	.00	100,000.00	.0
	670,000.00	49,258.91	136,425.79	533,574.21	20.4
EXPENDITURES					
EXPENDITURES:					
PERSONAL SERVICES	275,028.00	22,610.39	69,731.78	205,296.22	25.4
MATERIAL AND SERVICES	333,000.00	14,808.68	62,649.07	270,350.93	18.8
CAPITAL OUTLAY	15,000.00	7,862.00	7,862.00	7,138.00	52.4
DEBT SERVICE	8,106.00	.00	.00	8,106.00	.0
TRANSFERS OUT	238,700.00	.00	.00	238,700.00	.0
CONTINGENCIES AND RESERVES	149,166.00	.00	.00	149,166.00	.0
	1,019,000.00	45,281.07	140,242.85	878,757.15	13.8
	1,019,000.00	45,281.07	140,242.85	878,757.15	13.8
	(349,000.00)	3,977.84	(3,817.06)	(345,182.94)	(1.1)

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

WATER FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
REVENUE					
SOURCE 03	.00	.00	.00	.00	.0
CHARGES FOR SERVICES	2,125,000.00	186,638.16	657,883.23	1,467,116.77	31.0
OTHER INCOME	70,000.00	3,910.00	17,379.85	52,620.15	24.8
TRANSFERS IN	.00	.00	.00	.00	.0
	2,195,000.00	190,548.16	675,263.08	1,519,736.92	30.8
EXPENDITURES					
WATER DISTRIBUTION:					
PERSONAL SERVICES	476,605.00	41,282.63	126,296.79	350,308.21	26.5
MATERIAL AND SERVICES	197,100.00	22,959.71	118,988.79	78,111.21	60.4
CAPITAL OUTLAY	40,000.00	.00	6,798.19	33,201.81	17.0
DEBT SERVICE	29,466.00	1,780.00	5,340.02	24,125.98	18.1
TRANSFERS OUT	40,000.00	.00	.00	40,000.00	.0
	783,171.00	66,022.34	257,423.79	525,747.21	32.9
WATER TREATMENT:					
PERSONAL SERVICES	38,382.00	3,214.32	9,693.45	28,688.55	25.3
MATERIAL AND SERVICES	677,150.00	52,193.75	154,603.18	522,546.82	22.8
CAPITAL OUTLAY	10,000.00	.00	.00	10,000.00	.0
DEBT SERVICE	.00	.00	.00	.00	.0
TRANSFERS OUT	734,829.00	.00	.00	734,829.00	.0
CONTINGENCIES AND RESERVES	211,468.00	.00	.00	211,468.00	.0
	1,671,829.00	55,408.07	164,296.63	1,507,532.37	9.8
DEPARTMENT 24:					
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	.00	.00	.00	.00	.0
	2,455,000.00	121,430.41	421,720.42	2,033,279.58	17.2
	(260,000.00)	69,117.75	253,542.66	(513,542.66)	97.5

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

WASTEWATER FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
REVENUE					
SOURCE 03	(4,500.00)	.00	.00	(4,500.00)	.0
CHARGES FOR SERVICES	3,718,300.00	327,237.20	947,825.26	2,770,474.74	25.5
OTHER REVENUE	50,000.00	.00	15,084.60	34,915.40	30.2
TRANSFER IN	.00	.00	.00	.00	.0
	3,763,800.00	327,237.20	962,909.86	2,800,890.14	25.6
EXPENDITURES					
WASTEWATER COLLECTION:					
PERSONAL SERVICES	734,557.00	59,274.32	183,385.51	551,171.49	25.0
MATERIAL AND SERVICES	465,000.00	8,159.69	80,931.06	384,068.94	17.4
CAPITAL OUTLAY	15,000.00	.00	.00	15,000.00	.0
DEBT SERVICE	29,466.00	1,780.00	5,339.98	24,126.02	18.1
TRANSFERS OUT	291,000.00	.00	.00	291,000.00	.0
	1,535,023.00	69,214.01	269,656.55	1,265,366.45	17.6
WASTEWATER TREATMENT:					
PERSONAL SERVICES	51,603.00	4,292.44	12,953.04	38,649.96	25.1
MATERIAL AND SERVICES	1,420,299.00	104,328.39	277,603.00	1,142,696.00	19.6
CAPITAL OUTLAY	15,000.00	.00	.00	15,000.00	.0
DEBT SERVICE	.00	.00	.00	.00	.0
TRANSFERS OUT	716,000.00	.00	.00	716,000.00	.0
CONTINGENCIES AND RESERVES	590,375.00	.00	.00	590,375.00	.0
	2,793,277.00	108,620.83	290,556.04	2,502,720.96	10.4
	4,328,300.00	177,834.84	560,212.59	3,768,087.41	12.9
	(564,500.00)	149,402.36	402,697.27	(967,197.27)	71.3

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2025

URBAN RENEWAL AGENCY FUND

		BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
	REVENUE					
	TAXES	844,200.00	2,982.28	10,524.44	833,675.56	1.3
	INTERGOVERNMENTAL	.00	.00	.00	.00	.0
	OTHER REVENUE	50,000.00	.00	8,604.48	41,395.52	17.2
	TRANSFERS IN	.00	.00	.00	.00	.0
		894,200.00	2,982.28	19,128.92	875,071.08	2.1
	EXPENDITURES					
GENERAL:						
	PERSONAL SERVICES	.00	.00	.00	.00	.0
	MATERIAL AND SERVICES	185,256.00	.00	1,100.00	184,156.00	.6
	CAPITAL OUTLAY	2,468,944.00	.00	.00	2,468,944.00	.0
	DEBT SERVICE	.00	.00	.00	.00	.0
	TRANSFERS OUT	.00	.00	.00	.00	.0
	CONTINGENCIES AND RESERVES	.00	.00	.00	.00	.0
		2,654,200.00	.00	1,100.00	2,653,100.00	.0
DEPARTMENT 20:						
	CAPITAL OUTLAY	.00	.00	.00	.00	.0
		.00	.00	.00	.00	.0
DEPARTMENT 22:						
	MATERIAL AND SERVICES	.00	.00	.00	.00	.0
	DEBT SERVICE	.00	.00	.00	.00	.0
		.00	.00	.00	.00	.0
DEPARTMENT 24:						
	CONTINGENCIES AND RESERVES	.00	.00	.00	.00	.0
		.00	.00	.00	.00	.0
		2,654,200.00	.00	1,100.00	2,653,100.00	.0
		(1,760,000.00)	2,982.28	18,028.92	(1,778,028.92)	1.0

CITY OF BROOKINGS POLICE DEPARTMENT

Kelby McCrae, Chief of Police

To: Brookings City Council through City Manager Tim Rundel

From: Lieutenant Donny Dotson

Date: 11/5/2025

Subject: Liquor License Application

The Brookings Police Department found no **local** disqualifying information prohibiting **Ranbeer Singh** or **Sandeep Kumar** with the attached **Retail Off-Premises Sales** liquor license application. The business **"Elite Market 4"** is to be located at 329 Pacific Avenue. It is the recommendation of the Brookings Police Department the above mentioned applicants be granted their request with final approval coming from the **Oregon Liquor Control Commission.**

Respectfully submitted,

Lieutenant Donny Dotson
Brookings Police Department

898 ELK DRIVE
BROOKINGS, OR. 97415
www.brookings.or.us

Phone: (541) 469-3118
Fax (541) 412-0253

OREGON LIQUOR & CANNABIS COMMISSION

BUSINESS INFORMATION – LIQUOR LICENSE

Applicant Name	RANA BROTHER LLC
Trade Name	ELITE MARKET 4
Premises Street Address	329 PACIFIC AVENUE BROOKINGS OR 97415
License Type	Off Premise Sales

Business Contact	RANBEER SINGH
Mailing Address	329 PACIFIC AVENUE BROOKINGS OR 97415
Phone Number	[redacted]
Email Address	[redacted]

Operating Hours

Day of Week	Open Time	Closed Time
Sunday	7:00 AM	10:00 PM
Monday	7:00 AM	10:00 PM
Tuesday	7:00 AM	10:00 PM
Wednesday	7:00 AM	10:00 PM
Thursday	7:00 AM	10:00 PM
Friday	7:00 AM	10:00 PM
Saturday	7:00 AM	10:00 PM

Seasonal Variation: Yes ☐

Explanation:

☐ Not open to the public or by appointment only

Seating

Restaurant Seating: _____ Outdoor Seating: _____ Other Seating: _____

☐ No On-Premises Consumption

ENTERTAINMENT

Check all that apply:

- ☐ Live Music
- ☐ Recorded Music
- ☐ DJ Music
- ☐ Dancing
- ☐ Karaoke
- ☐ Coin-operated Games
- ☐ Social Gaming
- ☐ Pool Tables
- ☐ Video Lottery Machines
- ☐ Nude Dancing
- ☐ Live Entertainment
- ☐ Minor Entertainers
- ☐ Minor Entertainers in an Area Prohibited to Minors
  **Need prior OLCC approval
- ☐ Other:

Rev: 7.23.24

OREGON LIQUOR & CANNABIS COMMISSION

Local Government Recommendation – Liquor License

Section 1 Continued – Submission - To be completed by Applicant:
Legal Entity/Individual Applicant Name(s): RANA BROTHER LLC
Proposed Trade Name: ELITE MARKET 4
After completing section 1, please submit your application to the local government for recommendation

Section 2 – Acceptance - To be completed by Local Government:
Local Government Recommendation Proof of Acceptance
After accepting this form, please return a copy to the applicant with received and accepted information
City or County Name: Brookings
Date Application Received: 11.03.2025
Received by: JA
Optional Date Received Stamp: RECEIVED NOV 03 2025 CITY OF BROOKINGS

Section 3 – Recommendation - To be completed by Local Government:
◯ **Recommend this license be granted**
◯ **Recommend this license be denied** (Please include documentation that meets OAR 845-005-0308)
◯ **No Recommendation/Neutral**
Name of Reviewing Official:
Title:
Date:
Signature:
After providing your recommendation and signature, please return this form to the applicant.

Instructions for Local Government Recommendation – Liquor License

Per OAR 845-005-0304(3): The Commission requires an applicant for issuance of a new license issued under ORS chapter 471, to provide written notice of the application to the local government in the form of a complete, accurate, and legible Commission form.

The local government is as follows:
(a) If the address of the premises proposed to be licensed is within a city's limits, the local government is the city.
(b) If the address of the premises proposed to be licensed is not within a city's limits, the local government is the county.

INSTRUCTIONS:

- **Section 1: Applicant** completes Section 1 of this form and submits it to the appropriate city or county jurisdiction. Applicant verifies with the local government whether additional forms or fees are required. **Applicant completes payment to local jurisdiction for processing application if they require fees. This does not include OLCC license fees.**

- **Section 2: Local government** completes Section 2 to prove acceptance of recommendation form and returns form to the applicant. **Applicant** may upload the accepted form with Sections 1 & 2 filled out to CAMP or wait until recommendation is made before submitting to OLCC via CAMP.

- **Section 3: Once recommendation is determined, local government** completes Section 3 of this form and returns it to the applicant. **Applicant** uploads the complete form and any supporting information provided by the city or county to CAMP.

Annual Liquor License Types	
Off-Premises Sales	**Brewery**
Limited On-Premises Sales	**Distillery**
Full On-Premises, Commercial	**Grower Sales Privilege**
Full On-Premises, Caterer	
Full On-Premises, Other Public Location	**Winery**
Full On-Premises, For Profit Private Club	
Full On-Premises, Non Profit Private Club	**Wholesale Malt Beverage & Wine**
Full On-Premises, Public Passenger Carrier	
	Warehouse
Brewery Public House	

OREGON LIQUOR & CANNABIS COMMISSION

Local Government Recommendation – Liquor License

Section 1 – Submission - To be completed by Applicant:

License Information

Legal Entity/Individual Applicant Name(s): RANA BROTHER LLC

Proposed Trade Name: ELITE MARKET 4

Premises Address: 329 PACIFIC AVENUE Ste: OREGON

City: BROOKINGS County: CURRY Zip: 97415

Application Type: (●) New License Application ( ) Change of Ownership ( ) Change of Location

License Type: LIQUOR LICENSE [ ] Additional Location for an Existing License

Application Contact Information

Contact Name: SANDEEP KUMAR Phone: 530-990-6397

Mailing Address: 530 CENTER ST NE SUITE 155

City: SALEM State: OREGON Zip: 97301

Email Address: SKUMAR@XELCPA.COM

Business Details

Please check all that apply to your proposed business operations at this location:

[ ] Manufacturing/Production at this location

[✔] Retail Off-Premises Sales at this location

[ ] Retail On-Premises Sales & Consumption at this location

If there will be On-Premises Consumption at this location:

[ ] Indoor Consumption [ ] Outdoor Consumption

[ ] Malt Beverage/Wine/Cider Consumption [ ] Distilled Spirits Consumption

[ ] Proposing to Allow Minors

Section 1 Continued on next page

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: November 10, 2025

Originating Dept: PW/DS

Signature (submitted by)

City Manager Approval

Subject: Playground Equipment for Bud Cross Park.

Recommended Motion:
Motion to authorize the City Manager to enter into an agreement with Playcraft Systems, LLC for the purchase and installation of playground equipment and surfacing at Bud Cross Park in the amount of $123,638.99, utilizing approved OMNIA cooperative purchasing pricing.

Financial Impact:
Funded through the Oregon Parks and Recreation Department (OPRD) Local Government Grant Program and matching funds from Parks System Development Charges (SDCs), as authorized under Resolution 25-R-1268.

Background/Discussion:

The City of Brookings was awarded an OPRD Local Government Grant for the Bud Cross Park Day Use Improvement Project. The project includes installation of a new playground, paved pathways, a day-use picnic area, landscaping, and retaining walls.

The playground design and equipment were reviewed and approved as part of the grant proposal by the OPRD committee. The proposed equipment includes a multi-activity structure, swings, sensory board, rubberized safety surfacing tiles, and the addition of a spinner (merry-go-round) relocated from Kidtown, enhancing accessibility and play value for all users.

Playcraft Systems, LLC provided a quote for the supply and installation of the equipment and surfacing totaling $123,638.99 under OMNIA co-op contract R220203, an approved cooperative purchasing program authorized by City policy. This method meets public procurement requirements and ensures competitive pricing.

The installation will be completed by a Playcraft Systems certified playground installer. The improvements align with the City's Parks Master Plan and the goals of enhancing accessibility, safety, and family recreation opportunities at Bud Cross Park.

Attachment(s):

1. Playcraft Systems Quote (#100083-10282025-2) – $123,638.99
2. Playground Design Concept – Bud Cross Park
3. Resolution 25-R-1268
4. Site Plan – Bud Cross Park Day-Use Area

PLAYCRAFT SYSTEMS
A PLAYCORE Company

QUOTATION

DATE:	10/28/2025
QUOTE VALID TILL:	11/27/2025
QUOTE #:	#100083-10282025-2
QUOTE TYPE	REVISION
CUSTOMER #:	100083

PROJECT NAME	BUD CROSS PARK - REVISED -2
CUSTOMER NAME	CITY OF BROOKINGS
CONTACT NAME	WENDY GIORDANO
CONTACT PHONE	541-469-1100
CONTACT EMAIL	wgiordano@brookings.or.us

BILL TO	CITY OF BROOKINGS
	ATTN: TONY BARON 898 ELK DRIVEBROOKINGS, OR 97415
SHIP TO	CITY OF BROOKINGS - BUD CROSS PARK
	1130 RANSON AVE, BROOKINGS, OR 97415

CONTRACT	***PAYMENT TERMS***
OMNIA (R220203)	*NET 30*

CATEGORY	PART NUMBER	DESCRIPTION	COLOR	QTY	RETAIL	SUB TOTAL	DISCOUNT	TOTAL
STRUCTURE	R504A30BA	R504A30BA	KCD	1	$35,730.00	$35,730.00	10%	$32,157.00
STRUCTURE	R505D5F0A	R505D5F0A	KCD	1	$6,577.00	$6,577.00	10%	$5,919.30
FREESTANDING	A2-2123-1-AB	PC 2123-8ft Arch Swing Bay (1 Seat) AB	KCD	1	$1,886.00	$1,886.00	10%	$1,697.40
FREESTANDING	A2-313010	Belt Seat	KCD	1	$193.00	$193.00	10%	$173.70
FREESTANDING	A2-131510	Playshare Seat	KCD	1	$1,510.00	$1,510.00	10%	$1,359.00
FREESTANDING	A2-2123-1	PC 2123-8ft Arch Swing Bay (1 Seat)	KCD	1	$3,122.00	$3,122.00	10%	$2,809.80
OTHER	KKT035-07	3.5 TILE SOLID COLOR	GREEN	675	$41.91	$28,289.25	10%	$25,460.33
OTHER	ACCGLU-02	5-GAL ADHESIVE		12	$329.94	$3,959.28	10%	$3,563.35
INSTALLATION	Installation	0		1	$52,180.13	$52,180.13	10%	$46,962.12

SUB TOTAL	$120,101.99
TAX	$0.00
FREIGHT	$3,537.00
SURCHARGE	$0.00
GRAND TOTAL	**$123,638.99**

Credit Card payments for invoices over $1000 will incur a 3.5% service fee. Wire transactions will require fees to be paid by customer. AMEX is not accepted.

I authorize Playcraft Systems LLC to begin production of the order associated with this estimate and agree to the payment terms and overall terms and conditions (pg2).

Signature:	*Print Name:*
Title:	*Date:*

PLAYCRAFT SYSTEMS LLC
123 NORTH VALLEY DR, GRANTS PASS, OR 97526
P: 541-955-9199 E: SALES@PLAYCRAFTSYSTEMS.COM

PLAYCRAFT® SYSTEMS
A PLAYCORE Company

TERMS & CONDITIONS

TERMS & CONDITIONS

IMPORTANT: PLEASE REVIEW ALL DETAILS OF THIS QUOTE. PLAYCRAFT SYSTEMS IS NOT RESPONSIBLE FOR UNREPORTED ERRORS.

1. Assembly and installation not included unless otherwise noted. Payment and performance bonds are not included unless otherwise stated. Engineered stamped drawings are not included unless otherwise stated. If required, additional charges will apply. Customer responsible for quoted quantities and model numbers. Price reflects quoted quantity. Taxes may not be displayed on the quote, but will be billed where required by law.

2. Payment terms are stated on the quote. By signing the quote you are agreeing to the stated payment terms and authorizing Playcraft Systems LLC to move forward with the production of the equipment. New customers may be required to submit a credit application or payment with the order. Construction liens and notices may be issued. All past due accounts are subject to 1.5% monthly finance charge. Any cancellation after purchase authorization will be subject to a 30% restocking fee based upon purchased price.

3. Shipping estimate is based upon trucks costs at the time of the quote and may be adjusted at time of order.

4. Unloading of the equipment is the customer's responsibility unless otherwise noted on the quote. Shipment arrives by common carrier. Liftgates will not be included unless noted on the quote. Equipment will be palletized and some pallets may require machinery to unload. Delivery drivers will not assist the unload process. Customer is responsible for receiving and checking quantities and condition at time of delivery. All damaged equipment or shortages of equipment must be noted at time of delivery.

5. Installation does not include ground preparation, excavation, safety surfacing, and/or safety surfacing borders, prep work, flat work, grading, rerouting of water, electric, drainage or sprinkler lines unless otherwise noted on the quote. Demo of existing equipment or safety surfacing is not included unless otherwise noted on the quote. Installation and site work pricing is based upon normal soil conditions, which would allow an auger or a tractor to dig footings. If rocks/boulders interfere with the progress of the excavation additional fees may apply. It is the customer's responsibility to call and mark all underground utilities before construction begins on the site. Any delay of installation for this may result in additional fees.

6. Site work is not included in this quote unless otherwise noted. Customer is responsible for all landscape repairs such as, but not limited to damaged trees, bushes, lawn, curbing, sidewalks and/or asphalt paving. Customer is responsible for ground preparation. Before installation can begin the site must be excavated accordingly, clear of debris and compacted. Concrete pads/sidewalks are not included unless otherwise noted on the quote. Surface mount anchors are not included unless noted on the quote.

7. The overall security of the site is the customer's responsibility. Temporary fencing around the site is recommended. We are not responsible for vandalism or injuries even with the provision of the fencing.

8. Play equipment must be installed over an impact absorbing surface. Surfacing is not provided unless noted on the quote. ADA compliancy to the site is the customer's responsibility unless noted on the quote.

9. Prevailing wages are not included unless otherwise noted. All prevailing wage projects must be noted before quoted. If prevailing wages are included, special work fees are not included. Additional labor charges may apply if alternate labor is required.

I hereby agree to the terms and conditions listed above.	
Signature:	*Print Name:*
Title:	*Date:*

BUD CROSS PLAY AREA -2

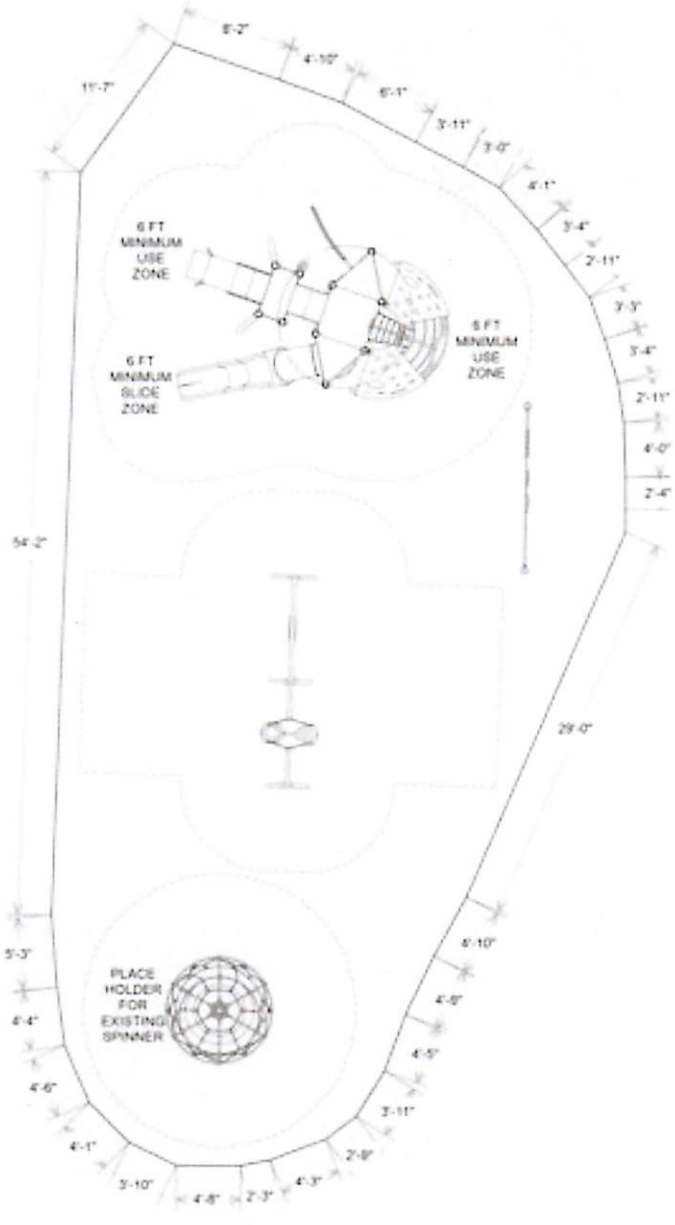
SITE PLAN

ADA ACCESSIBILITY GUIDELINES - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
5	5/3	0/0	11/2	10/2

R5

FOR KIDS AGES 5-12



GENERAL NOTES

This Preliminary Site Plan is based on measurements that were provided in the initial planning phase. All dimensions must be verified prior to the submission of a purchase order. Playcraft Systems will not be held responsible for any discrepancies between actual dimensions and dimensions submitted in the planning phase.

The Minimum Use Zone for a play structure is based on the product design at the time of proposal. Components and structure designs may be subject to change which may affect dimensions. Therefore, before preparing the site, we strongly recommend obtaining final drawings from the factory (available after the order is placed and included in the Assembly Manual).

WARNING: Accessible safety surfacing material is required beneath and around this equipment that has a critical height value (Fall Height) appropriate for the highest accessible part of this equipment. Refer to the CPSC'S Handbook For Public Playground Safety, Section 4: Surfacing.

PROJECT # PCD2531996A-2
DATE 10/15/2025

Playcraft Direct, Inc.
MIN. USE ZONE 33' x 75' (10.021m x 22.743m)

PLAYCRAFT SYSTEMS
A PLAYCORE Company

CITY OF BROOKINGS

RESOLUTION 25-R-1268

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

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

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

WHEREAS, the City Council has identified improvements at Bud Cross Park; and

WHEREAS, the Parks Improvement Projects will enhance the visitor's experience; and

WHEREAS, grant funding for the project at Bud Cross Park will be used to develop an area between the two baseball/softball fields into a day use picnic area.

WHEREAS, the City commits to regular maintenance of said park projects; and

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

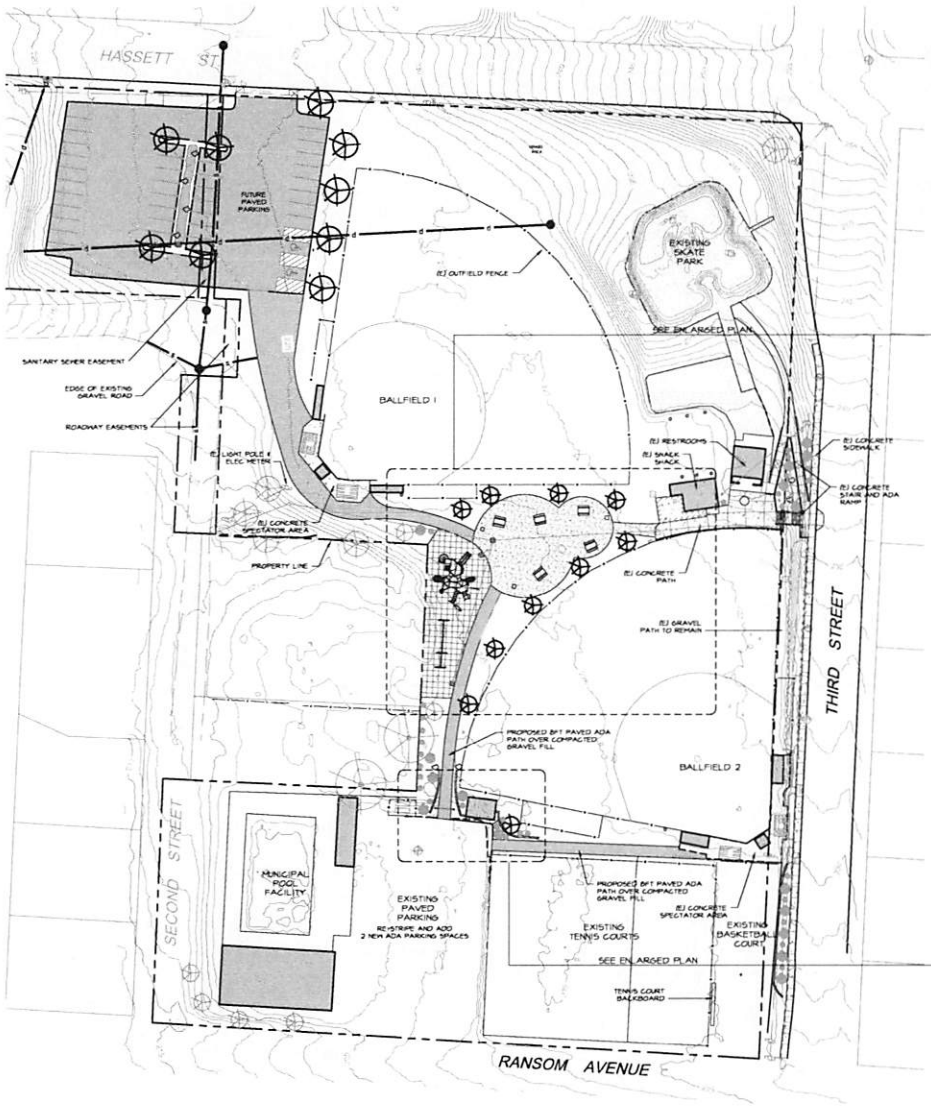
NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Brookings, Oregon, does hereby authorize the submission of a Local Government Grant Program application to the Oregon Parks and Recreation Department for the Parks Improvement Projects, as described herein.

Passed by the City Council March 24, 2025 and made effective the same date.

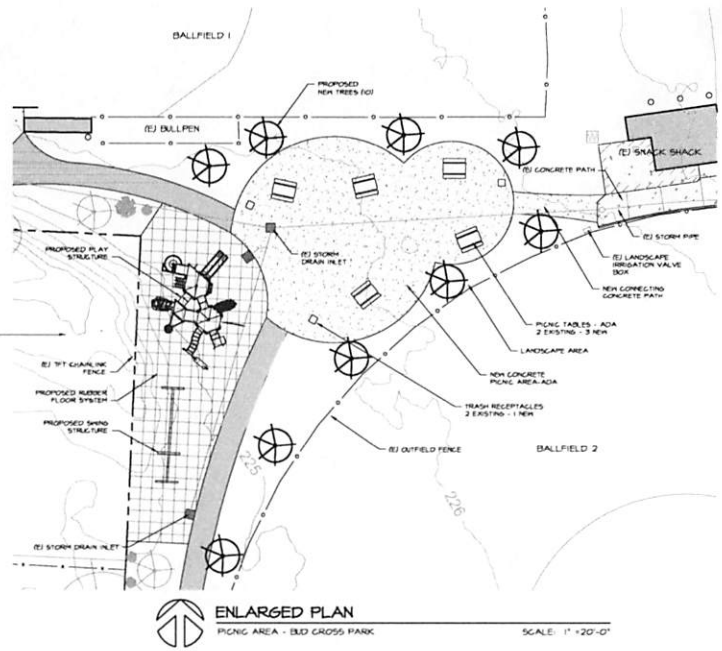
Mayor Isaac Hodges

Attest:

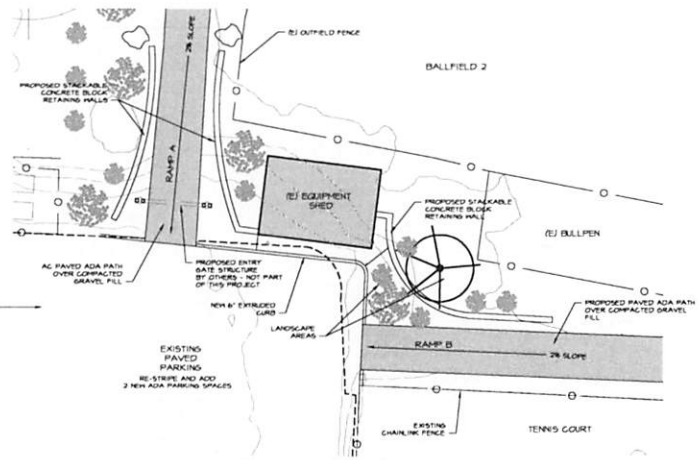
City Recorder Brooke Osterhage



SITE PLAN
OVERALL
SCALE: 1" =40'-0"



ENLARGED PLAN
PICNIC AREA - BUD CROSS PARK
SCALE: 1" =20'-0"



ENLARGED PLAN
POOL PARKING LOT ENTRANCE & RAMPS
SCALE: 1" =10'-0"

GENERAL NOTES

BUD CROSS PARK
DAY USE PICNIC AREA
CITY OF BROOKINGS

SITE PLAN

DRAWN:	ASB
REV.	DATE: 3/5/25

A001

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: November 10, 2025

Originating Dept: PW/DS

Signature (submitted by)

City Manager Approval

Subject: System Development Charges Methodology Update

Recommended Motion: Adopt Resolution 25-R-1285 enacting the new System Development Charges Methodology for the City of Brookings Water, Wastewater, Stormwater, Transportation and Parks systems (and select 1-4 below):

SDC Fee Option	Sample Motion to Adopt Regarding Fee
1. Freeze the Fees at their current levels • Maintain the SDC fees for single-family homes at $19,353.64, a rate that has remained unchanged since 2019.	and freeze the SDC fees at their current rates.
2. Raise the Fees based on the SDC Study • To cover future infrastructure needs and comply with statutory rules, the City would raise SDCs to $21,527 for a new single-family home, including water, sewer, stormwater, transportation, and parks.	and increase fees based on the facts and findings contained in the August 2025 report.
3. Raise the Fees only for inflation • Revert back to the City's adopted policy of adjusting the fees for inflation annually based on the Engineering News Records annual change in the Construction Cost Index	based on the facts and findings contained in the August 2025 report and adjust the fees for inflation based on the annual change in the Construction Cost Index as published in the Engineering News Record.
4. Table the Fee discussion and only adopt the SDC Methodology	based on the facts and findings contained in the August 2025 report and take no action on fee adjustments as this time.

Financial Impact: Un-known at this time

Background/Discussion:

Over the past year, staff has completed a comprehensive review of the City's existing SDC methodologies and fee schedules. During this process, the Council has been engaged at the following decision/touch points:

- August 4th – written notice mailed to interested parties on the City's intent to consider the modification of SDC methodologies and fees.
- August 11th – adoption of updated 20-year capital improvement plans for water, wastewater, stormwater, and transportation via Resolution no. 25-R-1284. The legislative act was a statutory requirement for any SDC methodology update.
- August 27th – SDC methodology report completed and posted to the City's website.
- September 22nd – City Council work session on the updated SDC methodologies and fees.

Staff recommends that Council review and approve the revised SDC methodology and fees as presented in this staff report.

Staff understands the Council is hesitant to raise fees for new development, especially when affordable housing is needed. State law gives the Council options to support specific types of development through SDC pricing. Staff suggests the Council approve the updated SDC methodology but handle the fee issue separately. This topic was thoroughly covered during the September 22nd SDC work session. To assist the Council in their decision making, itemized in the following table is a listing of fee options and the Staff suggested motions for the Council:

Attachments

a. Resolution 25-R-1285 – SDC Methodology
b. August 2025 SDC Methodology Report

RESOLUTION NO. 25-R-1285

A RESOLUTION ESTABLISHING METHODOLOGIES FOR THE CITY OF BROOKINGS'S SYSTEM DEVELOPMENT CHARGES FOR THE WATER SYSTEM, WASTEWATER SYSTEM, STORMWATER SYSTEM, TRANSPORTATION SYSTEM, AND PARKS SYSTEM; AND REPEALING RESOLUTION 09-R-914

WHEREAS, the City of Brookings Municipal Code (BMC) Chapter 13.25 provides for the establishing of SDCs upon completion of an analysis of capital improvements already constructed and projected capital improvements to be constructed and adoption of a methodology explaining how the SDCs are calculated; and,

WHEREAS, BMC Chapter 13.25.040 specifies that such charges shall be revised by separate Resolution of the Brookings City Council following a public hearing; and,

WHEREAS, Oregon Revised Statutes (ORS) 223.297 – 223.314 provide the framework for establishing an SDC, and for notification and public hearing of the City of Brookings's intent to impose SDCs; and,

WHEREAS, the Brookings City Council has adopted a Capital Improvement Plan (CIP) for water, wastewater, stormwater, transportation, and parks via Resolution No. 25-R-1284 on August 11, 2025, which includes a list of proposed capital improvements which affect SDCs; and,

WHEREAS, the Brookings City Council concludes it is appropriate to update the City's schedule of SDCs for water, wastewater, stormwater, transportation, and parks, consistent with the methodology requirements established in BMC Chapter 13.25.050; and,

WHEREAS the City has prepared the methodology and schedule of SDCs; and,

WHEREAS the City provided 90 days' written notice to interested persons of the proposed change to the methodology and made the methodology available at least 60 days prior to the public hearing, as required by ORS 223.304(7); and,

WHEREAS, the Brookings City Council has determined the methodology and rates hereinafter specified and established are just reasonable, and necessary.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF BROOKINGS HEREBY RESOLVES AS FOLLOWS:

Section 1: Amendment and updating of SDCs. In accordance with BMC Chapter 13.25, this Resolution establishes the methodology and provides the basis for water, wastewater, stormwater, transportation, and parks SDCs that consists of a reimbursement, improvement, and compliance fee.

Section 2: Scope of amendment and update of SDCs. The SDCs established by this Resolution are separate from, and in addition to, any other applicable taxes, fees, assessments, or charges, including but not limited to SDCs, which are required by the City of Brookings or represent a condition of a land use or development approval.

Section 3: Methodology. The methodology for the SDCs adopted by the City Council are hereby made a part of this Resolution. The City amends and updates it's SDCs as described in the attached Exhibit "A," hereby made a part of this Resolution.

Section 4: Effective Date. This Resolution shall become effective upon its adoption by the Brookings City Council.

Section 5: Review. This Resolution may be reviewed at the pleasure of the City Council, and the rates may be amended as appropriate.

Section 6: Repeal of existing SDC methodology and fees. Resolution 09-R-914 is hereby repealed in its entirety and replaced with this Resolution 25-R-1285.

PASSED AND ADOPTED by the City Council this 10th day of November 2025 and signed by the Mayor and City Recorder in authentication of its passage.

CITY OF BROOKINGS, OREGON

_____

Issac Hodges, Mayor

Attest: _____

Brooklyn Osterhage, City Recorder

EXHIBIT "A"

Adopted Schedule of System Development Charges for Water, Wastewater, Stormwater, Transportation, and Parks

November 10, 2025

Schedule of Water SDCs:

Meter Size	AWWA Rated Flow (GPM)*	Flow Factor Equivalence	Proposed Schedule of Water SDCs		
			Reimbursement	Improvement	Total
Small/residential meters:					
0.625" x 0.75" - Displacement or Multi-jet	30	1.00	$ 2,186	$ 2,251	$ 4,437
0.75"x 0.75" - Displacement or Multi-jet	30	1.00	2,186	2,251	4,437
1.00 inch - Displacement or Multi-jet	50	1.67	3,643	3,752	7,395
1.50 inch - Displacement or Class I Turbine	100	3.33	7,287	7,503	14,790
2.00 inch - Displacement or Class I & II Turbine	160	5.33	11,659	12,005	23,664
Large/commercial & industrial meters:					
3 inch meters:					
Displacement	300	10.00	21,860	22,510	44,370
compound	320	10.67	23,317	24,011	47,328
Class I & II turbine	350	11.67	25,503	26,262	51,765
4 inch meters:					
Displacement or Compound	500	16.67	36,433	37,517	73,950
Class I turbine	600	20.00	43,720	45,020	88,740
6 inch meters:					
Displacement or Compound	1000	33.33	72,867	75,033	147,900
Class I turbine	1250	41.67	91,083	93,792	184,875
8 inch meters:					
Compound	1600	53.33	116,587	120,053	236,640
Class I turbine	1800	60.00	131,160	135,060	266,220
10 inch meters:					
Compound	2300	76.67	167,593	172,577	340,170
Class I turbine	2900	96.67	211,313	217,597	428,910

* - AWWA Manual of Practice M6; Water Meters - Selection, Installation, Testing, and Maintenance; Table 2-2 Total Quantities Registered

Schedule of Wastewater SDCs:

Meter Size	AWWA Rated Flow (GPM)*	Flow Factor Equivalence	Proposed Schedule of Water SDCs		
			Reimbursement	Improvement	Total
Small/residential meters:					
0.625" x 0.75" - Displacement or Multi-jet	30	1.00	$ 2,347	$ 10,152	$ 12,499
0.75"x 0.75" - Displacement or Multi-jet	30	1.00	2,347	10,152	12,499
1.00 inch - Displacement or Multi-jet	50	1.67	3,912	16,920	20,832
1.50 inch - Displacement or Class I Turbine	100	3.33	7,823	33,840	41,663
2.00 inch - Displacement or Class I & II Turbine	160	5.33	12,517	54,144	66,661
Large/commercial & industrial meters:					
3 inch meters:					
Displacement	300	10.00	23,470	101,520	124,990
compound	320	10.67	25,035	108,288	133,323
Class I & II turbine	350	11.67	27,382	118,440	145,822
4 inch meters:					
Displacement or Compound	500	16.67	39,117	169,200	208,317
Class I turbine	600	20.00	46,940	203,040	249,980
6 inch meters:					
Displacement or Compound	1000	33.33	78,233	338,400	416,633
Class I turbine	1250	41.67	97,792	423,000	520,792
8 inch meters:					
Compound	1600	53.33	125,173	541,440	666,613
Class I turbine	1800	60.00	140,820	609,120	749,940
10 inch meters:					
Compound	2300	76.67	179,937	778,320	958,257
Class I turbine	2900	96.67	226,877	981,360	1,208,237

* - AWWA Manual of Practice M6; Water Meters - Selection, Installation, Testing, and Maintenance; Table 2-2 Total Quantities Registered

Schedule of Stormwater SDCs:

Line Item Description	Per ESU	Per Sq. Foot of Impervious Surface
Proposed SDC components:		
Improvement fee	$ 289	$ 0.1156
Reimbursement & Compliance fee:		
Reimbursement fee	155	0.0620
Compliance fee	28	0.0112
Total proposed stormwater SDC	$ 472	$ 0.1888
Current SDC components:		
Reimbursement fee	$ 662	0.2648
Improvement fee	475	0.1900
Compliance	-	-
Total current stormwater SDC	$ 1,137	$ 0.4548

ESU – Equivalent Service Unit equals 2,500 square feet of impervious surface

Schedule of Transportation SDCs:

ITE Code	Land Use	Total Trip Ends	Diverted/Linked Trips	Pass-by Trips	Diverted/Linked and pass-by Trip Adjustment	Primary Trip Ends	Improvement	Reimbursement	Compliance	Total SDC	Basis for Calculating a Customer's SDC
Port and Terminal (Land Uses 000-099)											
010	Waterport/Marine Terminal* (ITE 10th edition)	17.15	0.00%	0.00%	-	17.15	21,389	18,605	1,046	41,040	Berth
021	Commercial Airport	10.28	0.00%	0.00%	-	10.28	12,819	11,151	627	24,597	Employee
022	General Aviation Airport	1.57	0.00%	0.00%	-	1.57	1,958	1,703	96	3,757	Employee
030	Intermodal Truck Terminal	1.87	0.00%	0.00%	-	1.87	2,332	2,028	114	4,474	1,000 square feet of gross floor area
090	Park-an-Ride Lot with Bus Service	0.49	0.00%	0.00%	-	0.49	611	532	30	1,173	Parking space
093	Light Rail Transit Station with Parking (ITE 10th edition)	1.24	0.00%	0.00%	-	1.24	1,546	1,345	76	2,967	Parking space
Industrial (Land Uses 100-199)											
110	General light industrial	0.65	0.00%	0.00%	-	0.65	811	705	40	1,556	1,000 square feet of gross floor area
120	General heavy industrial (ITE 10th edition)	0.68	0.00%	0.00%	-	0.68	848	738	41	1,627	1,000 square feet of gross floor area
130	Industrial park	0.34	0.00%	0.00%	-	0.34	424	369	21	814	1,000 square feet of gross floor area
140	Manufacturing	0.74	0.00%	0.00%	-	0.74	923	803	45	1,771	1,000 square feet of gross floor area
150	Warehousing	0.18	0.00%	0.00%	-	0.18	224	195	11	430	1,000 square feet of gross floor area
151	Mini-warehouse	0.15	0.00%	0.00%	-	0.15	187	163	9	359	1,000 square feet of gross floor area
154	High-Cube transload & short-term warehouse	0.10	0.00%	0.00%	-	0.10	125	108	6	239	1,000 square feet of gross floor area
155	High-Cube fulfillment center warehouse	0.16	0.00%	0.00%	-	0.16	200	174	10	384	1,000 square feet of gross floor area
156	High-Cube Parcel hub warehouse	0.64	0.00%	0.00%	-	0.64	798	694	39	1,531	1,000 square feet of gross floor area
157	High-Cube cold storage warehouse	0.12	0.00%	0.00%	-	0.12	150	130	7	287	1,000 square feet of gross floor area
160	Data center	0.09	0.00%	0.00%	-	0.09	112	98	5	215	1,000 square feet of gross floor area
170	Utilities	2.16	0.00%	0.00%	-	2.16	2,694	2,343	132	5,169	1,000 square feet of gross floor area
180	Specialty trade contractor	1.93	0.00%	0.00%	-	1.93	2,407	2,093	118	4,618	1,000 square feet of gross floor area
190	Marijuana cultivation & processing facility	0.64	0.00%	0.00%	-	0.64	798	694	39	1,531	1,000 square feet of gross floor area
Residential (Land Uses 200-299)											
210	Single family detached housing	0.94	0.00%	0.00%	-	0.94	1,172	1,020	57	2,249	Dwelling unit
215	Single family attached housing	0.57	0.00%	0.00%	-	0.57	711	618	35	1,364	Dwelling unit
220	Multifamily low-rise	0.51	0.00%	0.00%	-	0.51	636	553	31	1,220	Dwelling unit
221	Multifamily mid-rise	0.39	0.00%	0.00%	-	0.39	486	423	24	933	Dwelling unit
222	Multifamily high-rise	0.32	0.00%	0.00%	-	0.32	399	347	20	766	Dwelling unit
223	Affordable housing	0.45	0.00%	0.00%	-	0.45	561	488	27	1,076	Dwelling unit
225	Off-Campus student apartment low-rise	0.24	0.00%	0.00%	-	0.24	299	260	15	574	Bedrooms
226	Off-Campus student apartment mid-rise	0.21	0.00%	0.00%	-	0.21	262	228	13	503	Bedrooms
227	Off-Campus student apartment high-rise	0.04	0.00%	0.00%	-	0.04	50	43	2	95	Bedrooms
230	Low-Rise residential w/1st-floor commercial	0.36	0.00%	0.00%	-	0.36	449	390	22	861	Bedrooms
231	Mid-Rise residential w/1st-floor commercial	0.17	0.00%	0.00%	-	0.17	212	184	10	406	Dwelling unit
232	High-Rise Residential w/1st-floor commercial	0.21	0.00%	0.00%	-	0.21	262	228	13	503	Dwelling unit
240	Mobile home park	0.58	0.00%	0.00%	-	0.58	723	629	35	1,387	Dwelling unit
251	Senior Adult Housing - Detached	0.30	0.00%	0.00%	-	0.30	374	325	18	717	Dwelling unit
252	Senior Adult Housing - Attached	0.25	0.00%	0.00%	-	0.25	312	271	15	598	Dwelling unit
253	Congregate Care Facility	0.18	0.00%	0.00%	-	0.18	224	195	11	430	Dwelling unit
254	Assisted living	0.24	0.00%	0.00%	-	0.24	299	260	15	574	Bed
255	Continuing Care Retirement Community	0.19	0.00%	0.00%	-	0.19	237	206	12	455	Unit
260	Recreational Homes	0.29	0.00%	0.00%	-	0.29	362	315	18	695	Dwelling unit
265	Timeshare	0.63	0.00%	0.00%	-	0.63	786	683	38	1,507	Dwelling unit
270	Residential Planned Unit Development	0.69	0.00%	0.00%	-	0.69	860	748	42	1,650	Dwelling unit

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Lodging (Land Uses 300-399)											
310	Hotel	0.59	0.00%	0.00%	-	0.59	736	640	36	1,412	Room
311	All Suites Hotel	0.36	0.00%	0.00%	-	0.36	449	390	22	861	Room
312	Business Hotel	0.31	0.00%	0.00%	-	0.31	387	336	19	742	Occupied Room
320	Motel	0.36	0.00%	0.00%	-	0.36	449	390	22	861	Room
330	Resort Hotel	0.41	0.00%	0.00%	-	0.41	511	445	25	981	Room
Recreational (Land Uses 400-499)											
411	Public park	0.11	0.00%	0.00%	-	0.11	137	119	7	263	Acre
416	Campground/Recreational Vehicle Park	0.98	0.00%	0.00%	-	0.98	1,222	1,063	60	2,345	Acre
420	Marina	0.21	0.00%	0.00%	-	0.21	262	228	13	503	Berth
430	Golf course	2.91	0.00%	0.00%	-	2.91	3,629	3,157	178	6,964	Hole
431	Miniature Golf Course	0.33	0.00%	0.00%	-	0.33	412	358	20	790	Hole
432	Golf Driving Range	1.25	0.00%	0.00%	-	1.25	1,559	1,356	76	2,991	Tees/Driving Position
433	Batting Cages	2.22	0.00%	0.00%	-	2.22	2,768	2,408	135	5,311	Cage
434	Rock climbing gym	1.64	0.00%	0.00%	-	1.64	2,045	1,779	100	3,924	1,000 square feet of gross floor area
435	Multipurpose Recreational Facility	3.58	0.00%	0.00%	-	3.58	4,464	3,883	218	8,565	1,000 square feet of gross floor area
436	Trampoline park	1.50	0.00%	0.00%	-	1.50	1,871	1,627	92	3,590	1,000 square feet of gross floor area
437	Bowling Alley	1.30	0.00%	0.00%	-	1.30	1,621	1,410	79	3,110	Bowling lane
440	Adult Cabaret	2.93	0.00%	0.00%	-	2.93	3,654	3,178	179	7,011	1,000 square feet of gross floor area
445	Movie theater	6.17	0.00%	0.00%	-	6.17	7,694	6,693	376	14,763	1,000 square feet of gross floor area
452	Horse Racetrack	0.06	0.00%	0.00%	-	0.06	75	65	4	144	Seat
453	Automobile Racetrack - Saturday peak hour	0.28	0.00%	0.00%	-	0.28	349	304	17	670	Attendee
454	Dog Racetrack	0.15	0.00%	0.00%	-	0.15	187	163	9	359	Attendee
460	Arena* (ITE 10th edition)	0.47	0.00%	0.00%	-	0.47	586	510	29	1,125	1,000 square feet of gross floor area
462	Professional baseball stadium	0.15	0.00%	0.00%	-	0.15	187	163	9	359	Attendee
465	Ice Skating Rink	1.33	0.00%	0.00%	-	1.33	1,659	1,443	81	3,183	1,000 square feet of gross floor area
466	Snow Ski Area	33.77	0.00%	0.00%	-	33.77	42,111	36,631	2,060	80,802	Lifts
470	Bingo hall	0.82	0.00%	0.00%	-	0.82	1,023	889	50	1,962	1,000 square feet of gross floor area
473	Casino/Video Lottery Establishment	22.61	0.00%	0.00%	-	22.61	28,195	24,525	1,379	54,099	1,000 square feet of gross floor area
480	Amusement Park	3.95	0.00%	0.00%	-	3.95	4,926	4,285	241	9,452	Acre
482	Water slide park Saturday peak hour generator	22.92	0.00%	0.00%	-	22.92	28,581	24,862	1,398	54,841	Acre
488	Soccer Complex	16.43	0.00%	0.00%	-	16.43	20,488	17,822	1,002	39,312	Field
490	Tennis Courts	4.21	0.00%	0.00%	-	4.21	5,250	4,567	257	10,074	Court
491	Racquet/Tennis Club	3.82	0.00%	0.00%	-	3.82	4,764	4,144	233	9,141	Court
492	Health/Fitness Club	3.45	0.00%	0.00%	-	3.45	4,302	3,742	210	8,254	1,000 square feet of gross floor area
493	Athletic Club	6.29	0.00%	0.00%	-	6.29	7,844	6,823	384	15,051	1,000 square feet of gross floor area
495	Recreational Community Center	2.50	0.00%	0.00%	-	2.50	3,118	2,712	153	5,983	1,000 square feet of gross floor area

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Institutional (Land Uses 500-599)											
501	Military Base	0.39	0.00%	0.00%	-	0.39	486	423	24	933	Employee
520	Elementary School	0.16	0.00%	0.00%	-	0.16	200	174	10	384	Students
522	Middle School/Junior High School	0.15	0.00%	0.00%	-	0.15	187	163	9	359	Students
525	High School	0.14	0.00%	0.00%	-	0.14	175	152	9	336	Students
528	School district office	2.04	0.00%	0.00%	-	2.04	2,544	2,213	124	4,881	1,000 square feet of gross floor area
530	Private School (K-8)	0.26	0.00%	0.00%	-	0.26	324	282	16	622	Students
532	Private School (K-12)	0.17	0.00%	0.00%	-	0.17	212	184	10	406	Students
534	Private High School	0.19	0.00%	0.00%	-	0.19	237	206	12	455	Students
536	Charter elementary school	0.16	0.00%	0.00%	-	0.16	200	174	10	384	Students
538	Charter school (k-12)	0.73	0.00%	0.00%	-	0.73	910	792	45	1,747	Students
540	Junior/Community College	0.11	0.00%	0.00%	-	0.11	137	119	7	263	Students
550	University/College	0.15	0.00%	0.00%	-	0.15	187	163	9	359	Students
560	Church	0.49	0.00%	0.00%	-	0.49	611	532	30	1,173	1,000 square feet of gross floor area
561	Synagogue - Friday	2.92	0.00%	0.00%	-	2.92	3,641	3,167	178	6,986	1,000 square feet of gross floor area
562	Mosque - Friday	4.22	0.00%	0.00%	-	4.22	5,262	4,577	257	10,096	1,000 square feet of gross floor area
565	Day Care Center	0.79	32.00%	44.00%	0.60	0.19	236	206	12	454	1,000 square feet of gross floor area
566	Cemetery	0.46	0.00%	0.00%	-	0.46	574	499	28	1,101	Acres
571	Adult detention facility	0.48	0.00%	0.00%	-	0.48	599	521	29	1,149	1,000 square feet of gross floor area
575	Fire and rescue station	0.48	0.00%	0.00%	-	0.48	599	521	29	1,149	1,000 square feet of gross floor area
580	Museum	0.18	0.00%	0.00%	-	0.18	224	195	11	430	1,000 square feet of gross floor area
590	Library	8.16	0.00%	0.00%	-	8.16	10,176	8,851	498	19,525	1,000 square feet of gross floor area
Medical (Land Uses 600-699)											
610	Hospital	0.86	0.00%	0.00%	-	0.86	1,072	933	52	2,057	1,000 square feet of gross floor area
620	Nursing Home	0.59	0.00%	0.00%	-	0.59	736	640	36	1,412	1,000 square feet of gross floor area
630	Clinic	3.69	0.00%	0.00%	-	3.69	4,601	4,003	225	8,829	1,000 square feet of gross floor area
640	Animal Hospital/Veterinary Clinic	3.53	0.00%	0.00%	-	3.53	4,402	3,829	215	8,446	1,000 square feet of gross floor area
650	Free-Standing emergency room	1.52	0.00%	0.00%	-	1.52	1,895	1,649	93	3,637	1,000 square feet of gross floor area
Office (Land Uses 700-799)											
710	General office building	1.44	0.00%	0.00%	-	1.44	1,796	1,562	88	3,446	1,000 square feet of gross floor area
712	Small office building	2.16	0.00%	0.00%	-	2.16	2,694	2,343	132	5,169	1,000 square feet of gross floor area
714	Corporate Headquarters Building	1.30	0.00%	0.00%	-	1.30	1,621	1,410	79	3,110	1,000 square feet of gross floor area
715	Single Tenant Office Building	1.76	0.00%	0.00%	-	1.76	2,195	1,909	107	4,211	1,000 square feet of gross floor area
720	Medical-dental office building	3.93	0.00%	0.00%	-	3.93	4,901	4,263	240	9,404	1,000 square feet of gross floor area
730	Government Office Building	1.71	0.00%	0.00%	-	1.71	2,132	1,855	104	4,091	1,000 square feet of gross floor area
731	State Motor Vehicles Department	5.20	0.00%	0.00%	-	5.20	6,484	5,641	317	12,442	1,000 square feet of gross floor area
732	United States Post Office	11.21	0.00%	0.00%	-	11.21	13,979	12,160	684	26,823	1,000 square feet of gross floor area
733	Government Office Complex (ITE 10th edition)	2.82	0.00%	0.00%	-	2.82	3,517	3,059	172	6,748	1,000 square feet of gross floor area
750	Office park	1.30	0.00%	0.00%	-	1.30	1,621	1,410	79	3,110	1,000 square feet of gross floor area
760	Research and development center	0.98	0.00%	0.00%	-	0.98	1,222	1,063	60	2,345	1,000 square feet of gross floor area
770	Business park	1.22	0.00%	0.00%	-	1.22	1,521	1,323	74	2,918	1,000 square feet of gross floor area

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Retail (Land Uses 800-899)											
810	Tractor Supply Store	1.40	0.00%	0.00%	-	1.40	1,746	1,519	85	3,350	1,000 square feet of gross floor area
811	Construction Equipment Rental Store	0.99	0.00%	0.00%	-	0.99	1,235	1,074	60	2,369	1,000 square feet of gross floor area
812	Building Materials and Lumber Store	2.25	0.00%	0.00%	-	2.25	2,806	2,441	137	5,384	1,000 square feet of gross floor area
813	Free Standing Discount Super Store	4.33	0.00%	29.00%	1.26	3.07	3,834	3,335	188	7,357	1,000 square feet of gross floor area
814	Variety Store	6.70	0.00%	34.00%	2.28	4.42	5,514	4,797	270	10,581	1,000 square feet of gross floor area
815	Free Standing Discount Store	4.86	39.17%	20.00%	2.88	1.98	2,475	2,153	121	4,749	1,000 square feet of gross floor area
816	Hardware/Paint Store	2.98	29.50%	26.00%	1.65	1.33	1,654	1,438	81	3,173	1,000 square feet of gross floor area
817	Nursery (Garden Center)	6.94	0.00%	0.00%	-	6.94	8,654	7,528	423	16,605	1,000 square feet of gross floor area
818	Nursery (Wholesale)	5.24	0.00%	0.00%	-	5.24	6,534	5,684	320	12,538	1,000 square feet of gross floor area
820	Shopping Center	3.40	26.21%	22.04%	1.64	1.76	2,194	1,909	107	4,210	1,000 square feet of gross leasable area
821	Shopping Plaza (40 - 150k)	9.03	22.67%	40.00%	5.66	3.37	4,204	3,657	206	8,067	1,000 square feet of gross leasable area
822	Strip Retail Plaza (<40k)	6.59	0.00%	0.00%	-	6.59	8,218	7,148	402	15,768	1,000 square feet of gross leasable area
823	Factory Outlet Center	2.29	0.00%	0.00%	-	2.29	2,856	2,484	140	5,480	1,000 square feet of gross floor area
840	Automobile Sales (New)	2.42	0.00%	0.00%	-	2.42	3,018	2,625	148	5,791	1,000 square feet of gross floor area
841	Automobile Sales (Used)	3.75	0.00%	0.00%	-	3.75	4,676	4,068	229	8,973	1,000 square feet of gross floor area
842	Recreational Vehicle Sales	0.77	0.00%	0.00%	-	0.77	960	835	47	1,842	1,000 square feet of gross floor area
843	Automobile Parts Sales	4.90	13.00%	43.00%	2.74	2.16	2,689	2,339	132	5,160	1,000 square feet of gross floor area
848	Tire Store	3.75	5.00%	25.00%	1.13	2.63	3,273	2,847	160	6,280	1,000 square feet of gross floor area
849	Tire Superstore	2.11	0.00%	0.00%	-	2.11	2,631	2,289	129	5,049	1,000 square feet of gross floor area
850	Supermarket	8.95	28.14%	24.00%	4.67	4.28	5,341	4,646	261	10,248	1,000 square feet of gross floor area
851	Convenience Market	49.11	6.47%	51.00%	28.23	20.88	26,043	22,654	1,274	49,971	1,000 square feet of gross floor area
853	Convenience Market with Gasoline Pumps (ITE 10th edition)	49.29	17.80%	66.00%	41.31	7.98	9,957	8,661	487	19,105	1,000 square feet of gross floor area
854	Discount Supermarket (ITE 10th edition)	8.38	23.20%	21.00%	3.70	4.68	5,831	5,072	285	11,188	1,000 square feet of gross floor area
857	Discount Club	4.19	0.00%	34.00%	1.42	2.77	3,448	3,000	169	6,617	1,000 square feet of gross floor area
858	Farmers market - weekday pm peak hour	179.84	0.00%	0.00%	-	179.84	224,260	195,075	10,970	430,305	Acres
860	Wholesale Market	1.76	0.00%	0.00%	-	1.76	2,195	1,909	107	4,211	1,000 square feet of gross floor area
861	Sporting Goods Superstore	2.14	0.00%	0.00%	-	2.14	2,669	2,321	131	5,121	1,000 square feet of gross floor area
862	Home Improvement Superstore	2.29	6.00%	42.00%	1.10	1.19	1,485	1,292	73	2,850	1,000 square feet of gross floor area
863	Electronics Superstore	4.25	33.00%	40.00%	3.10	1.15	1,431	1,245	70	2,746	1,000 square feet of gross floor area
864	Toy/Children's Superstore	5.00	0.00%	0.00%	-	5.00	6,235	5,424	305	11,964	1,000 square feet of gross floor area
865	Baby Superstore	1.82	0.00%	0.00%	-	1.82	2,270	1,974	111	4,355	1,000 square feet of gross floor area
866	Pet Supply Superstore	3.55	0.00%	0.00%	-	3.55	4,427	3,851	217	8,495	1,000 square feet of gross floor area
867	Office Supply Superstore	2.77	0.00%	0.00%	-	2.77	3,454	3,005	169	6,628	1,000 square feet of gross floor area
868	Book Superstore	15.83	0.00%	0.00%	-	15.83	19,740	17,171	966	37,877	1,000 square feet of gross floor area
869	Discount Home Furnishing Superstore	1.57	0.00%	0.00%	-	1.57	1,958	1,703	96	3,757	1,000 square feet of gross floor area
872	Bed and Linen Superstore	2.22	0.00%	0.00%	-	2.22	2,768	2,408	135	5,311	1,000 square feet of gross floor area
875	Department Store	1.95	0.00%	0.00%	-	1.95	2,432	2,115	119	4,666	1,000 square feet of gross floor area
876	Apparel Store	4.12	0.00%	0.00%	-	4.12	5,138	4,469	251	9,858	1,000 square feet of gross floor area
879	Arts and Crafts Store	6.21	0.00%	0.00%	-	6.21	7,744	6,736	379	14,859	1,000 square feet of gross floor area
880	Pharmacy/Drugstore without Drive-Through	8.51	4.67%	53.00%	4.91	3.60	4,492	3,908	220	8,620	1,000 square feet of gross floor area
881	Pharmacy/Drugstore with Drive-Through	10.25	13.00%	49.00%	6.36	3.90	4,857	4,225	238	9,320	1,000 square feet of gross floor area
882	Marijuana Dispensary	18.92	0.00%	0.00%	-	18.92	23,593	20,523	1,154	45,270	1,000 square feet of gross floor area
890	Furniture Store	0.52	10.33%	53.00%	0.33	0.19	238	207	12	457	1,000 square feet of gross floor area
895	Beverage container recycling depot -PM peak hr.	10.10	0.00%	0.00%	-	10.10	12,595	10,956	616	24,167	1,000 square feet of gross floor area
897	Medical Equipment Store	1.24	0.00%	0.00%	-	1.24	1,546	1,345	76	2,967	1,000 square feet of gross floor area
899	Liquor store	16.62	0.00%	0.00%	-	16.62	20,725	18,028	1,014	39,767	1,000 square feet of gross floor area

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Services (Land Uses 900-999)											
911	Walk-In Bank	12.13	0.00%	0.00%	-	12.13	15,126	13,158	740	29,024	1,000 square feet of gross floor area
912	Drive-In Bank	21.01	19.57%	35.00%	11.47	9.54	11,902	10,353	582	22,837	1,000 square feet of gross floor area
918	Hair Salon	1.45	0.00%	0.00%	-	1.45	1,808	1,573	88	3,469	1,000 square feet of gross floor area
920	Copy, Print and Express Ship Store	7.42	0.00%	0.00%	-	7.42	9,253	8,049	453	17,755	1,000 square feet of gross floor area
926	Food Cart Pod	6.16	0.00%	0.00%	-	6.16	7,682	6,682	376	14,740	Food Cart
930	Fast Casual Restaurant	12.55	0.00%	0.00%	-	12.55	15,650	13,613	766	30,029	1,000 square feet of gross floor area
931	Quality Restaurant	7.80	13.50%	44.00%	4.49	3.32	4,134	3,596	202	7,932	1,000 square feet of gross floor area
932	High-Turnover (Sit Down) Restaurant	9.05	25.88%	43.00%	6.23	2.82	3,513	3,055	172	6,740	1,000 square feet of gross floor area
933	Fast-food restaurant without drive-through	33.21	0.00%	0.00%	-	33.21	41,413	36,023	2,026	79,462	1,000 square feet of gross floor area
934	Fast-food restaurant with drive-through	33.03	19.17%	55.00%	24.50	8.53	10,640	9,256	520	20,416	1,000 square feet of gross floor area
935	Fast-food restaurant with drive-through and no indoor seati	59.50	26.00%	31.00%	33.92	25.59	31,904	27,752	1,561	61,217	1,000 square feet of gross floor area
936	Coffee/donut shop without drive-through	32.29	0.00%	0.00%	-	32.29	40,266	35,025	1,970	77,261	1,000 square feet of gross floor area
937	Coffee/donut shop with drive-through	38.99	0.00%	0.00%	-	38.99	48,621	42,293	2,378	93,292	1,000 square feet of gross floor area
938	Coffee/donut kiosk	15.08	0.00%	98.00%	14.78	0.30	376	327	18	721	Drive through lanes
941	Quick Lubrication Vehicle Shop	8.70	0.00%	0.00%	-	8.70	10,849	9,437	531	20,817	Servicing Position
942	Automobile Care Center	3.11	0.00%	0.00%	-	3.11	3,878	3,373	190	7,441	1,000 sq. ft. of occupied gross leasable area
943	Automobile Parts and Service Center	2.06	0.00%	0.00%	-	2.06	2,569	2,235	126	4,930	1,000 sq. ft. of occupied gross leasable area
944	Gasoline/service station	13.91	31.42%	57.00%	12.30	1.61	2,009	1,748	98	3,855	Vehicle fueling positions
945	Gasoline/service station with convenience market	18.42	27.83%	70.10%	18.04	0.38	475	413	23	911	Vehicle fueling positions
947	Self-Service Car Wash	5.54	0.00%	0.00%	-	5.54	6,908	6,009	338	13,255	Wash stall
948	Automated Car Wash	14.20	0.00%	0.00%	-	14.20	17,707	15,403	866	33,976	1,000 square feet of gross floor area
949	Car Wash and Detail Center	13.60	0.00%	0.00%	-	13.60	16,959	14,752	830	32,541	Wash stall
950	Truck Stop	15.42	0.00%	0.00%	-	15.42	19,229	16,726	941	36,896	Vehicle fueling positions
970	Wine tasting room	7.31	0.00%	0.00%	-	7.31	9,116	7,929	446	17,491	1,000 square feet of gross floor area
971	Brewery tap room	9.83	0.00%	0.00%	-	9.83	12,258	10,663	600	23,521	1,000 square feet of gross floor area
975	Drinking Place	11.36	0.00%	0.00%	-	11.36	14,166	12,322	693	27,181	1,000 square feet of gross floor area

* No ITE PM peak hour trip generation for this code/category, the trip generation shown is ITE weekday average divided by ten.

Source: ITE, Trip Generation Manual, 11th edition
PM peak vehicle trips expressed in trip ends on a weekday, peak hour of adjacent street traffic, one hour, between 4:00 pm and 6:00 pm unless otherwise noted

Schedule of Parks SDCs:

Line Item Description	Service Unit	Proposed	Current	Difference
Parks:	per detached SF residence			
Reimbursement & Compliance fee		$278	$278	$ -
Improvement fee		1,592	1,592	-
Total		$1,870	$1,870	$ -

Presented by:

DONOVAN
enterprises, inc.

August

2025

Water, Wastewater, Stormwater, and Transportation System Development Charge Update

Final Report

Prepared for:

BROOKINGS

Donovan Enterprises, Inc.
9600 SW Oak Street, Suite 335
Tigard, Oregon 97223-6596
☎ 503.517.0671

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City of Brookings
2025 Water, Wastewater, Stormwater, and Transportation
SDC Methodology Update

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Introduction/History of the Project

The City of Brookings conducts periodic updates to its Comprehensive Plan and its various Public Facility Plans to provide orderly and sustainable growth of municipal infrastructure. A key component to funding these public facilities is the system development charge (SDC) program. The purpose of this study is to update the schedule of SDCs for current demographic and demand data along with a newly adopted City-wide capital improvement plan (CIP). The new City-wide CIP was adopted by the City Council on August 11, 2025, via Resolution No. 25-R-1284. The City is also proposing to update and formalize SDC methodologies for its water, wastewater, stormwater, and transportation. The content of this report will focus on the SDC methodologies for all of these services.

SDCs are one-time charges for new development—designed to recover the costs of infrastructure capacity needed to serve new development. This section describes the policy context and project scope upon which the body of this report is based. It concludes with a numeric overview of the calculations presented in subsequent sections of this report for water, wastewater, stormwater, and transportation.

In March of 2025, the City hired Donovan Enterprises, Inc. to review and update the water, wastewater, stormwater, and transportation SDC fees. With this review and update, the City has stated a number of objectives:

- Review the basis for charges to ensure they are consistent with the currently adopted SDC methodologies and where appropriate, propose changes and or methodology enhancements;
- Address specific policy, administrative, and technical issues which had arisen from application of the existing SDCs;
- Determine the most appropriate and defensible fees, ensuring that development is paying its way;
- Consider possible revisions to the structure or basis of the charges which might improve equity or proportionality to demand;
- Provide clear, orderly documentation of the assumptions, and results, so that City staff could, by reference, respond to questions or concerns from the public.

This report provides the documentation of that effort and was done in close coordination with City staff and available facilities planning documents. The SDC updates comply with the Brookings Municipal Code (BMC) Chapter 13.25 (established by Ordinance No. 91-O-477).

Table 1 gives a component breakdown for the current and proposed residential equivalent SDCs for water, wastewater, stormwater, and transportation.

Table 1 - Component Breakdown of the Proposed Residential Equivalent SDCs

Line Item Description	Service Unit	Proposed	Current	Difference
Water:	per 5/8" or 3/4" water meter			
Reimbursement & Compliance fee		$2,186	$421	$1,765
Improvement fee		2,251	2,212	39
Total		$4,437	$2,633	$1,804
Wastewater:	per 5/8" or 3/4" water meter			
Reimbursement & Compliance fee		$2,347	$7,865	$ (5,518)
Improvement fee		10,152	3,796	6,356
Total		$12,499	$11,661	$838
Stormwater:	per Equivalent Residential Unit			
Reimbursement & Compliance fee		$183	$662	$ (479)
Improvement fee		289	475	(186)
Total		$472	$1,137	$ (665)
Transportation:	per detached SF residence			
Reimbursement & Compliance fee		$1,077	$329	$748
Improvement fee		1,172	1,344	(172)
Total		$2,249	$1,673	$576
Parks:	per detached SF residence			
Reimbursement & Compliance fee		$278	$278	$ -
Improvement fee		1,592	1,592	-
Total		$1,870	$1,870	$ -
Total SDCs:				
Reimbursement & Compliance fee		$6,071	$9,555	$ (3,483)
Improvement fee		15,456	9,419	6,037
Subtotal		$21,527	$18,974	$2,553
plus 2% administration fee		-	379	(379)
Total		$21,527	$19,353	$2,174

Analytical Process for the Methodology Updates

The essential ingredient in the development of an SDC methodology is valid sources of data. For this project, the consultant team has relied on a number of data sources. The primary sources have been the newly formulated and adopted capital improvement plans for water, wastewater, stormwater, and transportation. We have supplemented these data sources with City utility billing records, certified census data, and other documents that we deemed helpful, accurate, and relevant to this study. Table 2 contains a bibliography of the key documents/sources that we relied upon to facilitate our analysis and hence the resulting SDCs.

Table 2 - Data Sources for the Calculation of SDCs

Service	Master Plan Document and/or Corroborating Source Documentation
Water	• City of Brookings Water CIP; August 11, 2025; Resolution no. 25-R-1284 • City of Brookings Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2024 • City of Brookings Water System Fixed Asset Schedule; June 30, 2024; City Records • City of Brookings Utility Billing records for fiscal 2024-2025 • Water meters in service per City Staff; effective May 1, 2025 • Water Master Plan 2014
Wastewater	• City of Brookings Wastewater CIP; August 11, 2025; Resolution no. 25-R-1284 • City of Brookings Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2024 • Brookings wastewater system fixed asset schedule; June 30, 2024; City records • City of Brookings Utility Billing System – wastewater system active accounts and Equivalent Dwelling Units in service report; May 2025 • City of Brookings monthly wastewater flows to lagoons reports • Portland State University, College of Urban Affairs, Population Research Center; Certified census for Brookings, Oregon; May 2019 • Wastewater Facilities Plan Preliminary Engineering Report; February 2022
Stormwater	• City of Brookings Comprehensive Plan 2019 update • Brookings Residential Buildable Lands Inventory Analysis; 2017 • Storm Drainage Master Plan, June 2016
Transportation	• City of Brookings Comprehensive Plan 2019 update • City of Brookings 2017 Transportation System Plan • City of Brookings 2022 Paving Management Plan • City of Brookings transportation system fixed asset schedule; June 30, 2024; City records • U.S. Bureau of the Census; American Community Survey: ✓ City of Brookings dwelling units; 2023 estimated ✓ City of Brookings number of employees; 2023 estimated • Trip Generation Manual; Institute of Transportation Engineers; 11th Edition

The data sources shown in Table 2 were used to formulate the two (2) components of the SDCs. These components are the reimbursement and improvement fees. A brief definition of the two components is:

- *The reimbursement fee* considers the cost of existing facilities, prior contributions by existing users of those facilities, the value of the unused/available capacity, and generally accepted ratemaking principles. The objective is future system users contribute no more than an equitable share to the cost of existing facilities. The reimbursement fee can be spent on capital costs or debt service related to the systems for which the SDC is applied.

- *The improvement fee* portion of the SDC is based on the cost of planned future facilities that expand the system's capacity to accommodate growth or increase its level of performance. In developing an analysis of the improvement portion of the fee, each project in the respective service's capital improvement plan is evaluated to exclude costs related to correcting existing system deficiencies or upgrading for historical lack of capacity. An example is a facility which improves system capacity to better serve current customers. The costs for this type of project must be eliminated from the improvement fee calculation. Only capacity increasing/level of performance costs provide the basis for the SDC calculation. The improvement SDC is calculated as a function of the estimated number of additional equivalent residential units to be served by the City's facilities over the planning period. Such a fee represents the greatest potential for future SDC changes. The improvement fee must also provide a credit for construction of a qualified public improvement.

SDC Legal Authorization and Background

SDCs are authorized by Oregon Revised Statute (ORS) 223.297-316. The statute is specific in its definition of system development charges, their application, and their accounting. In general, an SDC is a one-time fee imposed on new development or expansion of existing development and assessed at the time of development approval or increased usage of the system. Overall, the statute is intended to promote equity between new and existing customers by recovering a proportionate share of the cost of existing and planned/future capital facilities that serve the developing property. Statute further provides the framework for the development and imposition of SDCs and establishes that SDC receipts may only be used for capital improvements and/or related debt service.

Finally, two cost basis adjustments are potentially applicable to both reimbursement and improvement fees: fund balance and compliance costs. In this study, the project team paid attention to this detail to align future infrastructure costs to those responsible for paying those costs. The reasons for this attention are as follows:

- *Fund Balances* - To the extent that SDC revenue is currently available in fund balance, that revenue should be deducted from its corresponding cost basis. For example, if the city has wastewater improvement fees that it has collected but not spent, then those unspent improvement fees should be deducted from the wastewater system's improvement fee cost basis to prevent charging twice for the same capacity.
- *Compliance Costs* - ORS 223.307(5) authorizes the expenditure of SDCs on "the costs of complying with the provisions of ORS 223.297 to 223.316, including the costs of developing system development charge methodologies and providing an annual accounting of system development charge expenditures." To avoid spending monies for compliance that might otherwise have been spent on growth-related projects, this report includes an estimate of compliance costs in its SDCs.

Reimbursement Fee Methodology

The reimbursement fee represents a buy-in to the cost, or value, of infrastructure capacity within the existing system. Generally, if a system were adequately sized for future growth, the reimbursement fee might be the only charge imposed, since the new customer would be buying existing capacity. However, staged system expansion is needed, and an improvement fee is imposed to allocate those growth-related costs. Even in those cases, the new customer also relies on capacity within the existing system, and a reimbursement component is warranted.

In order to determine an equitable reimbursement fee to be used in conjunction with an improvement fee, two points should be highlighted. First, the cost of the system to the City's customers may be far less than the total plant-in-service value. This is due to the fact that elements of the existing system may have been contributed, whether from developers, governmental grants, and other sources. Therefore, the net investment by the customer/owners is less. Second, the value of the existing system to a new customer is less than the value to an existing customer, since the new customer must also pay, through an improvement fee, for expansion of some portions of the system.

The method used for determining the reimbursement fee accounts for both of these points. First, the charge is based on the net investment in the system, rather than the gross cost. Therefore, donated facilities, typically including local facilities, and grant-funded facilities, would be excluded from the cost basis. Also, the charge should be based on investments clearly made by the current users of the system and not already supported by new customers. Tax supported activities fail this test since funding sources have historically been from general revenues, or from revenues which emanate, at least in part, from the properties now developing. Second, the cost basis is allocated between used and unused capacity, and, capacity available to serve growth. In the absence of a detailed asset by asset analysis, it is appropriate to allocate the cost of existing facilities between used and available capacity proportionally based on the forecasted population growth as converted to equivalent dwelling units over the planning period. This approach reflects the philosophy, consistent with the City's updated master plans, that facilities have been sized to meet the demands of the customer base within the established planning period.

Improvement Fee Methodology

There are three basic approaches used to develop improvement fee SDCs: "standards driven," "improvements-driven," and "combination/hybrid" approaches. The "standards-driven" approach is based on the application of Level of Service (LOS) standards for facilities. Facility needs are determined by applying the LOS standards to projected future demand, as applicable. SDC-eligible amounts are calculated based on the costs of facilities needed to serve growth. This approach works best where level of service standards has been adopted but no specific list of projects is available. The "improvements-driven" approach is based on a specific list of planned capacity increasing capital improvements. The portion of each project that is attributable to growth is determined, and the SDC-eligible costs are calculated by dividing the total costs of growth-required projects by the projected increase in projected future demand, as applicable. This approach works best where a detailed master plan or project list is available, and the benefits of projects can be readily apportioned between growth and current users. Finally, the combination/hybrid-approach includes elements of both the "improvements driven" and "standards-driven" approaches. Level of Service standards may be used to create a list of planned capacity-increasing projects, and the growth required portions of projects are then used as the basis for determining SDC eligible costs. This approach works best where levels of service have been identified, and the benefits of individual projects are not easily apportioned between growth and current users.

In the past, the City has utilized the "improvements-driven" approach for the calculation of SDCs. This study continues to use this method and has relied on the capital improvement plans that are incorporated in the master plans, and plan updates for the water, wastewater, stormwater, and transportation systems.

For this SDC update, the improvement fee represents a proportionate share of the cost to expand the systems to accommodate growth. This charge is based on the capital improvement plans established by the City for the municipal services. The costs that can be applied to the improvement fees are those that can reasonably be allocable to growth. Statute requires that the capital improvements used as a basis for the charge be part of an adopted capital improvement schedule, whether as part of a system plan or

independently developed, and that the improvements included for SDC eligibility be capacity or level of service expanding. The improvement fee is intended to protect existing customers from the cost burden and impact of expanding a system that is already adequate for their own needs in the absence of growth.

The key step in determining the improvement fee is identifying capital improvement projects that expand the system and the share of those projects attributable to growth. Some projects may be entirely attributable to growth, such as a wastewater collection line that exclusively serves a newly developing area. Other projects, however, are of mixed purpose, in that they may expand capacity, but they also improve service or correct a deficiency for existing customers. An example might be a water distribution reservoir that both expands water storage capacity and corrects a chronic capacity issue for existing users. In this case, a rational allocation basis must be defined.

The improvement portion of the SDC is based on the proportional approach toward capacity and cost allocation in that only those facilities (or portions of facilities) that either expand the respective system's capacity to accommodate growth or increase its respective level of performance have been included in the cost basis of the fee. As part of this SDC update, City Staff and their engineering consultants were asked to review the planned capital improvement lists in order to assess SDC eligibility. The criteria in Figure 1 were developed to guide the City's evaluation:

Figure 1 - SDC Eligibility Criteria

City of Brookings

Steps Toward Evaluating

Capital Improvement Lists for SDC Eligibility

ORS 223

1. Capital improvements mean the facilities or assets used for:
    a. Water supply, transmission, storage, and distribution
    b. Wastewater collection, transmission, treatment, and disposal
    c. Stormwater, conveyance, detention, treatment, and disposal
    d. Transportation – intersection improvements, street reconstruction and widening, roadway enhancement, and bike/ped expansion

    This definition DOES NOT ALLOW costs for operation or routine maintenance of the improvements;
2. The SDC improvement base shall consider the cost of projected capital improvements needed to increase the capacity of the systems to which the fee is related;
3. An increase in system capacity is established if a capital improvement increases the "level of performance or service" provided by existing facilities or provides new facilities.

Under the City' approach, the following rules will be followed.

1. Repair costs are not to be included;
2. Replacement costs will not be included unless the replacement includes an upsizing of system capacity and/or the level of performance of the facility is increased;
3. New regulatory compliance facility requirements fall under the level of performance definition and should be proportionately included;
4. Costs will not be included, which bring deficient systems up to established design levels.

In developing the improvement fee, the project team in consultation with City staff evaluated each of its CIP projects to exclude costs related to correcting existing system deficiencies or upgrading for historical lack of capacity. Only capacity increasing/level of performance costs were used as the basis for the SDC calculation, as reflected in the capital improvement schedules developed by the City. The improvement fee is calculated as a function of the estimated number of projected additional Equivalent Residential Units for water, wastewater, stormwater over the planning horizon.

We measure demand for transportation facilities in PM Peak Hour Vehicle Trips. An industry standard for allocating demands on a transportation system is to proportion the costs based on the relative number of trips created by a development. Trips are technically referred to as PMPHVTs, and trip rates are published by the Institute of Transportation Engineers (ITE) for various land uses. Once the future costs to serve growth have been segregated (i.e., the numerator), they can be divided into the total number of new PMPHVTs that will use the capacity derived from those investments (i.e., the denominator).

Methodology for the Granting of Credits, Discounts, and Exemptions

SDC Credits Policy

ORS 223.304 requires that credit be allowed for the construction of a "qualified public improvement" which is required as a condition of development approval, is identified in the Capital Improvement Plan, and either is not located on or contiguous to property that is the subject of development approval or is located on or contiguous to such property and is required to be built larger or with greater capacity than is necessary for the particular development project. The credit for a qualified public improvement may only be applied against an SDC for the same type of improvement and may be granted only for the cost of that portion of an improvement which exceeds the minimum standard facility size or capacity needed to serve the particular project. For multi-phase projects, any excess credit may be applied against SDCs that accrue in subsequent phases of the original development project. In addition to these required credits, the City may, if it chooses, provide a greater credit, establish a system providing for the transferability of credits, provide a credit for a capital improvement not identified in the Capital Improvement Plan, or provide a share of the cost of an improvement by other means.

The City has adopted a policy for granting SDC credits and has codified this policy in BMC 13.25.130. The adopted SDC credit policy consists of the following items:

BMC 13.25.130

A. A credit shall be given for the cost of a qualified public improvement associated with a residential development. If a qualified public improvement is located partially on and partially off the parcel that is subject to the residential development approval, the credit shall be given only for the cost

of the portion of the improvement that provides greater capacity than necessary and is available for other developers or system users for connection and use. The credit provided for by this section shall be only for the improvement fee charged for the type of improvement being constructed and shall not exceed the improvement fee even if the cost of the capital improvement exceeds the applicable improvement fee.

B. Credits shall not be transferable from one type of capital improvement to another.

SDC Discount Policy

The City, at its sole discretion, may discount the SDC rates by choosing not to charge a reimbursement fee for excess capacity, or by reducing the portion of growth-required improvements to be funded with SDCs. A discount in the SDC rates may also be applied on a pro-rata basis to any identified deficiencies, which must be funded from sources other than improvement fee SDCs. The portion of growth-required costs to be funded with SDCs must be identified in the CIP. Because discounts reduce SDC revenues, they increase the amounts that must come from other sources, such as user fees or general fund contributions, in order to acquire the facilities identified in the updated master plan(s).

Partial and Full SDC Exemption

The City may exempt certain types of development from the requirement to pay SDCs. Exemptions reduce SDC revenues and, therefore, increase the amounts that must come from other sources, such as user fees and property taxes. As in the case of SDC credits, the City has articulated a policy relative to partial and full SDC exemption. This SDC exemption policy is codified in BMC 13.25.120, and is as follows:

A. Structures existing and occupied on or before the effective date of the ordinance codified in this chapter are exempt from a systems development charge imposed by this chapter. Conversions of residential use under the cottage industry standards are not included in this exemption.

B. Additions or alterations which do not increase the floor space of a structure, the land area occupied by the structure, are exempt from all portions of the systems development charge.

C. Additions or alterations which increase the floor space of a structure, or the land area occupied by the structure, shall receive a credit for the highest use calculated by the square footage of the existing building, to be applied as an offset to the system development charge calculation in cases where the new use has a lesser impact that the previous use.

Water SDCs

Water Capital Improvement Plan

As discussed in the introduction of this report, the City Council adopted a new City-wide CIP on August 11, 2025. For this water SDC update, the water CIP was reviewed for accuracy with City Staff and where appropriate amended. This amendment process consisted of two steps. The first step was to eliminate master plan projects that City Staff deemed unnecessary at the current time due to the very long lead times anticipated for their development. The second step in the CIP amendment process was to eliminate the cost of planned projects (or portions of projects) that have been funded and constructed since the adoption of the last water master plan. In this case, the planned future costs are deducted from the CIP. The actual costs spent on these projects were capitalized by the City and now reside in the water system fixed asset inventory (i.e., balance sheet assets). These historical costs will be included in the reimbursement fee calculations.

The amended water system CIP now consists of future projects that remain a 20-year priority for the City and only consists of projects yet to be completed. The resulting CIP that was used for this SDC update is shown in summary form in Table 3.

Table 3 – Adopted 2025 Water System Capital Improvement Plan

Subtype	Priority	Project Name	2021 Project Cost	2025 Project Cost	Rates -%	Grants - $	Developers -%	SDCs - %
Distribution	High	Easy Street Project 11	$ 861,489	$ 1,017,426	90.74%			9.26%
Distribution	High	Hub Street Project 12	$ 489,535	$ 578,145	100.00%			0.00%
Distribution	High	Easy St at 101 Project 24	$ 1,014,768	$ 1,198,451	100.00%			0.00%
Pump Station	High	Mt. Drive 1,2, and 3	$ 195,520	$ 230,911	90.74%			9.26%
Pump Station	High	Pac View pump station	$ 42,400	$ 50,075	90.74%			9.26%
Pump Station	High	1.5 pump sta replacement	$ 787,320	$ 929,833	100.00%			0.00%
Reservoir	High	Old County 250,000 gallon	$ 859,750	$ 1,015,373	90.74%			9.26%
Reservoir	High	Mt Drive reservoir repaint	$ 31,800	$ 37,556	100.00%			0.00%
Distribution	Low	Bluff Drive, Project 2	$ 33,930	$ 40,072	90.74%			9.26%
Distribution	Low	North 2nd St, Project 3	$ 60,900	$ 71,923	90.74%			9.26%
Distribution	Low	Barbra Lane, Project 10	$ 13,195	$ 15,583	90.74%			9.26%
Distribution	Low	Byrtus Place, Project 15	$ 91,350	$ 107,885	90.74%			9.26%
Distribution	Low	Macklyn Cove Dr, Project 17	$ 314,650	$ 371,605	90.74%			9.26%
Reservoir	Low	Tidewater Reservoir Improvements	$ 1,952,000	$ 2,305,331	66.67%	SDWRLF		33.33%
Distribution	Medium	1st St btwn Easy & Ransom, Project 5	$ 172,550	$ 203,783	100.00%			0.00%
Distribution	Medium	2nd St btwn Easy & Ransom, Project 6	$ 172,550	$ 203,783	100.00%			0.00%
Distribution	Medium	3rd St Project 7 tied into W Mar Vista	$ 30,450	$ 35,962	90.74%			9.26%
Distribution	Medium	Iris St Project 9	$ 225,939	$ 266,836	100.00%			0.00%
Distribution	Medium	Barclay Lane, Project 14	$ 60,900	$ 71,923	90.74%	in design now		9.26%
Distribution	Medium	Lucky Lane, Project 16	$ 91,350	$ 107,885	90.74%			9.26%
Distribution	Medium	King Street, Project 19	$ 95,410	$ 112,680	90.74%			9.26%
Distribution	Medium	Cove Road, Project 20	$ 75,110	$ 88,706	90.74%			9.26%
Distribution	Medium	Pine & Redwood, Project 22	$ 406,000	$ 479,490	100.00%			0.00%
Distribution	Medium	Redwood St. West, Project 23	$ 142,100	$ 167,821	100.00%			0.00%
Management	Medium	Master Plan Update	$ 75,000	$ 88,576	90.74%			9.26%
Management	Medium	Hydraulic model	$ 75,000	$ 88,576	90.74%			9.26%
Reservoir	Medium	Mt. Dr. # 1, altitude Valve	$ 36,000	$ 42,516	100.00%			0.00%
Reservoir	Medium	Pac Terrace Check Valve	$ 25,000	$ 29,525	100.00%			0.00%
Supply	Medium	Raw Water Intake & WTP Sodium Hypo System		$ -	100.00%			0.00%
Supply	Medium	Ferry Creek Dam Removal	$ 294,805	$ 348,168	100.00%	FEMA-OWRD		0.00%
Supply	Medium	Clearwell Pump Rebuild	$ 60,000	$ 70,861	100.00%			0.00%
Supply	Medium	Hach CI17 Replacement	$ 15,000	$ 17,715	100.00%			0.00%
Supply	Medium	Hach Series C Turbidimeter	$ 11,500	$ 13,582	100.00%			0.00%

Water Customers Current and Future Demographics

Existing Water Demand and Population Growth

Current Brookings water demands are based on historical customer billing records, and actual water sales and water meters in service as of May 1, 2025. Projected demands are estimated based on a forecasted population growth rate of 0.487 percent per year within the City's existing urban growth boundary. This annual population growth factor is based on the population forecasts prepared by the Population Research Center at Portland State University and updated by City Staff as of May 2025.

Estimated Demand per Equivalent 5/8" or 3/4" Water Meter

The City principally serves single-family residential customers and to a lesser extent, small commercial and industrial customers. Single-family residential water services generally have a consistent daily pattern of water use whereas water demands for multifamily residences, commercial and industrial users may vary significantly from service to service depending on the number of multifamily units per service or the type of commercial enterprise. When projecting future water demands based on population change, the water needs of nonresidential and multi-family residential customers are represented by comparing the water use volume at these services to the average single-family residential water service. A method to estimate this relationship is to calculate "equivalent dwelling units (EDUs)." In the case of Brookings, the standard residential unit of demand is the rated capacity (in gallons per minute) of the 5/8" and 3/4" water meter. As of May 1, 2025, the City had 3,235 active water meters in service, 3,151 of which were 5/8" x 3/4" and 3/4" x 3/4" meters serving single family residential customers. The process for calculating equivalent ¾" meters is shown below in Table 4.

Table 4 – Estimated ¾" Equivalent Meters in Service as of May 1, 2025

Meter Size	Total Meters In Service	AWWA Rated Flow (GPM)*	Flow Factor Equivalence	3/4" Meter Equivalents
0.625" x 0.75" - Displacement Multi-jet	2,828	30	1.00	2,828
0.75"x 0.75" - Displacement Multi-jet	323	30	1.00	323
1.00 inch - Displacement Multi-jet	49	50	1.67	82
1.50 inch - Displacement Class I Turbine	17	100	3.33	57
2.00 inch - Displacement or Class I & II Turbine	15	160	5.33	80
3.00 inch - Displacement	1	300	10.00	10
4.00 inch - Displacement or Compound	2	500	16.67	33
6.00 inch - Displacement or Compound	-	1,000	33.33	-
8.00 inch - Compound	-	1,600	53.33	-
Total	3,235			3,413

* - AWWA Manual of Practice M3; Safety Practices for Water Utilities; Table 2-2 Total Quantities

Projected Demands

The planning horizon for the master plan is approximately 20 years, through the year 2045. That is the forecast horizon that is used for the water SDC update. In the 2014 master plan, an estimated number of

EDUs per acre for each land use type was established based on (then) current water demands by customer class and total developed land area by land use type. Land use type is analogous to customer class, which is to say the land use or zoning of a particular property reflects the type of water service, such as residential or commercial, provided to that property. The estimated number of potential EDUs per acre was applied to developable land within the existing water service area to estimate water demand.

For this SDC update, the project team did not use the old master plan strategy to forecast future water demand based on land use. With the benefit of actual water sales and meters in service, and a population growth forecast that is predicated on existing growth trends for the City a forecast of future equivalent ¾" meters was developed. Based upon these decision rules, the forecast of equivalent meters in use for this water SDC update are shown below in Table 5.

Table 5 – Forecast of Equivalent ¾" Meters for the 2025 Water SDC Update Study

	U.S. Census	Estimated	Projected		
Item	2023	2025	2035	2045	CAGR
Population	6,649	6,493	6,816	7,156	0.487%
Employment	2,647	2,653	2,862	3,088	0.762%
3/4" water meter equivalents		3,413	3,583	3,761	0.487%
Future Growth in 3/4" water meter equivalents				348	

Reimbursement Fee Calculations

As discussed earlier in this report, the reimbursement fee represents a buy-in to the cost, or value, of infrastructure capacity within the existing system. In theory, this should be a simple calculation. Simply go to the Utility's balance sheet, find the book value of assets in service, and divide that cost by the number of forecasted new connections to the water system. That is a simple calculation, and it is wrong. In order to determine an equitable reimbursement, we have to account for some key issues of rate equity;

- First, the cost of the system to the City's existing customers may be far less than the total plant-in-service value. This is due to the fact that elements of the existing system may have been contributed, whether from developers, governmental grants, and other sources.
- Second, the value of the existing system to a new customer is less than the value to an existing customer, since the new customer must also pay, through an improvement fee, for expansion of some portions of the system.
- Third, the accounting treatment of asset costs generally has no relationship to the capacity of an asset to serve growth. In the absence of a detailed asset by asset analysis detailed in the balance sheet (or fixed asset schedule), a method has to be used to allocate cost to existing and future users of the asset. Generally, it is industry practice to allocate the cost of existing facilities between used and available capacity proportionally based on the forecasted population growth as converted to equivalent dwelling units (i.e., equivalent ¾" meters) over the planning period.
- Fourth, the Oregon SDC statute has strict limitations on what type of assets can be included in the basis of the reimbursement fee. ORS 223.299 specifically states that a "capital improvement" does not include costs of the operation or routine maintenance of capital improvements. This

means the assets on the balance sheet such as certain vehicles and equipment used for heavy repair and maintenance of infrastructure cannot be included in the basis of the reimbursement fee.

For this water SDC methodology update, the following discrete calculation steps were followed to arrive at the recommended water reimbursement fee.

Step 1: Calculate the original cost of water fixed assets in service. From this starting point, eliminate any assets that do not conform to the ORS 223.299 definition of a capital improvement. This results in the **adjusted original cost of water fixed assets**.

Step 2: Subtract from the adjusted original cost of water fixed assets in service the accumulated depreciation of those fixed assets. This arrives at the **modified book value of water fixed assets in service**.

Step 3: Subtract from the modified book value of water assets in service any grant funding or contributed capital. This arrives at the **modified book value of water fixed assets in service net of grants and contributed capital**.

Step 4: Subtract from the modified book value of water fixed assets in service net of grants and contributed capital any principal outstanding on long term debt used to finance those assets. This arrives a **gross water reimbursement fee basis**.

Step 5: Subtract from the gross water reimbursement fee basis the fund balance held in the Water Reimbursement SDC fund (if available). This arrives at the **net water reimbursement fee basis**.

Step 6: Divide the net water reimbursement fee basis by the sum of existing and future EDUs to arrive at the **unit net reimbursement fee**.

The actual data that was used to calculate the total water reimbursement fee is shown below in Table 6.

Table 6 - Calculation of the Water Reimbursement Fee

Utility Plant-in-Service (original cost):[1]		
Land, Easements & Right of Way	$	258,658
Land improvements		-
Buildings		84,899
Buildings improvements		133,704
Plant and equipment		349,092
Infrastructure		18,364,750
Vehicles[2]		eliminated
Construction Work-in-Progress		-
Total Utility Plant-in-Service	$	19,191,103
Accumulated depreciation[1]		
Land, Easements & Right of Way	$	-
Land improvements		-
Buildings		81,503
Buildings improvements		113,500
Plant and equipment		118,073
Infrastructure		8,746,478
Vehicles[2]		eliminated
Construction Work-in-Progress		-
Total accumulated depreciation	$	9,059,553
Book value of water utility plant-in-service @ June 30, 2024	$	10,131,549
Eliminating entries:		
Principal outstanding on bonds, notes, and loans payable[3]		
Umpqua Bank water loan with June 5, 2027 maturity		948,203
First Community Credit Union #0156 (50% Vactor truck)		63,210
Business Oregon IFA Safe Drinking Water Loan S22005		2,732,631
Developer Contributions		-
Grants, net of amortization		-
		3,744,044
Net basis in utility plant-in-service available to serve future customers	$	6,387,505
Estimated existing and future 3/4" Meter Equivalents (MEs)		3,761
Calculated reimbursement fee - $ per 3/4"ME	$	1,698

[1] Source: Brookings Accounting Summary Report - Capitalized Assets as of June 30, 2024

[2] ORS 223.299 specifically states that a "capital improvement" does not include costs of the operation or routine maintenance of capital improvements. This means the assets on the balance sheet such as certain vehicles and equipment used for heavy repair and maintenance of infrastructure cannot be included in the basis of the reimbursement fee.

[3] Source: City of Brookings Comprehensive Annual Financial Report; June 30, 2024

Improvement Fee Calculations

The calculation of the water improvement fee is more streamlined than the process used to calculate the water reimbursement fee. This study continues to use the improvements-driven method and has relied on the 2025 water system capital improvement plan. Under this methodology, only three steps are required to arrive at the improvement fee. These steps are:

Step 1: Accumulate the future cost of planned improvements needed to serve growth. This arrives at **the gross improvement fee basis.**

Step 2: Subtract from the gross improvement fee basis the fund balance held in the Water Improvement SDC Fund. This arrives at **the net water improvement fee basis.**

Step 3: Divide the net water improvement fee basis by the forecasted number of growth equivalent ¾" meters over the planning period. This arrives at **the total water improvement fee.**

The actual data that was used to calculate the total water improvement fee is shown below in Table 7.

Table 7 - Calculation of the Water Improvement Fee

		Funding Source	
Priority and Time Frame for Completion	Project Cost	SDCs	Rates
High priority - 1 to 5 years	$ 5,057,770	$ 214,258	$ 4,843,511
Medium priority - 6 to 10 years	2,438,388	55,033	2,383,355
Low priority - beyond ten years	2,912,399	824,659	2,087,741
Grand Total	$ 10,408,558	$ 1,093,950	$ 9,314,607

Total improvement fee eligible costs for future system improvements	$ 1,093,950
Less: Water improvement SDC fund balance as of June 30, 2024[1]	309,903
Adjusted improvement fee eligible costs for future system improvements	$ 784,047
Total growth in 3/4" meter equivalents (20 year forecast)	348
Calculated water improvement fee SDC per meter equivalent	$ 2,251

[1] Source: City of Brookings Comprehensive Annual Financial Report; June 30, 2024

Compliance Fee Calculations

As discussed earlier in this report, ORS 223.307(5) authorizes the expenditure of SDCs on "the costs of complying with the provisions of ORS 223.297 to 223.316, including the costs of developing system development charge methodologies and providing an annual accounting of system development charge expenditures." For the water SDCs, we have calculated future compliance cost as shown below in Table 8.

Table 8 – Calculation of Water SDC Compliance Costs

Compliance Item Description	Cost
Water Master Plan update	$ 85,000
Water SDC methodology update	35,000
Accounting, reporting	50,000
Total	$ 170,000
Total growth MEs	348
Water SDC compliance fee	$ 488

Water SDC Model Summary

The 2025 water SDC update was done in accordance with BMC Chapter 13.25, and with the benefit of adopted plan updates for water services. We recommend the City update the SDC charge to reflect the current capital improvement program. A comparison of the proposed and current water SDCs for the average single-family residential customer is shown below in Table 9.

Table 9 - Proposed and Current Water SDCs for a 5/8" or 3/4" Meter

Water SDC Components	Proposed	Current	Difference
Improvement fee	$ 2,251	$ 2,212	$ 39
Reimbursement fee	1,698	-	1,698
Compliance fee	488	421	67
Total water SDC	$ 4,437	$ 2,633	$ 1,804

For water meters larger than ¾," the project team has developed a schedule of SDCs based on the general design criteria for meters that are installed in the Brookings water service area. This criterion is from the standard approach of using American Water Works Association design criteria for displacement and compound water meters.

The resulting schedule of water SDCs for the array of potential meter sizes is shown below in Table 10.

Table 10 - Proposed Schedule of Water SDCs by Potential Water Meter Size

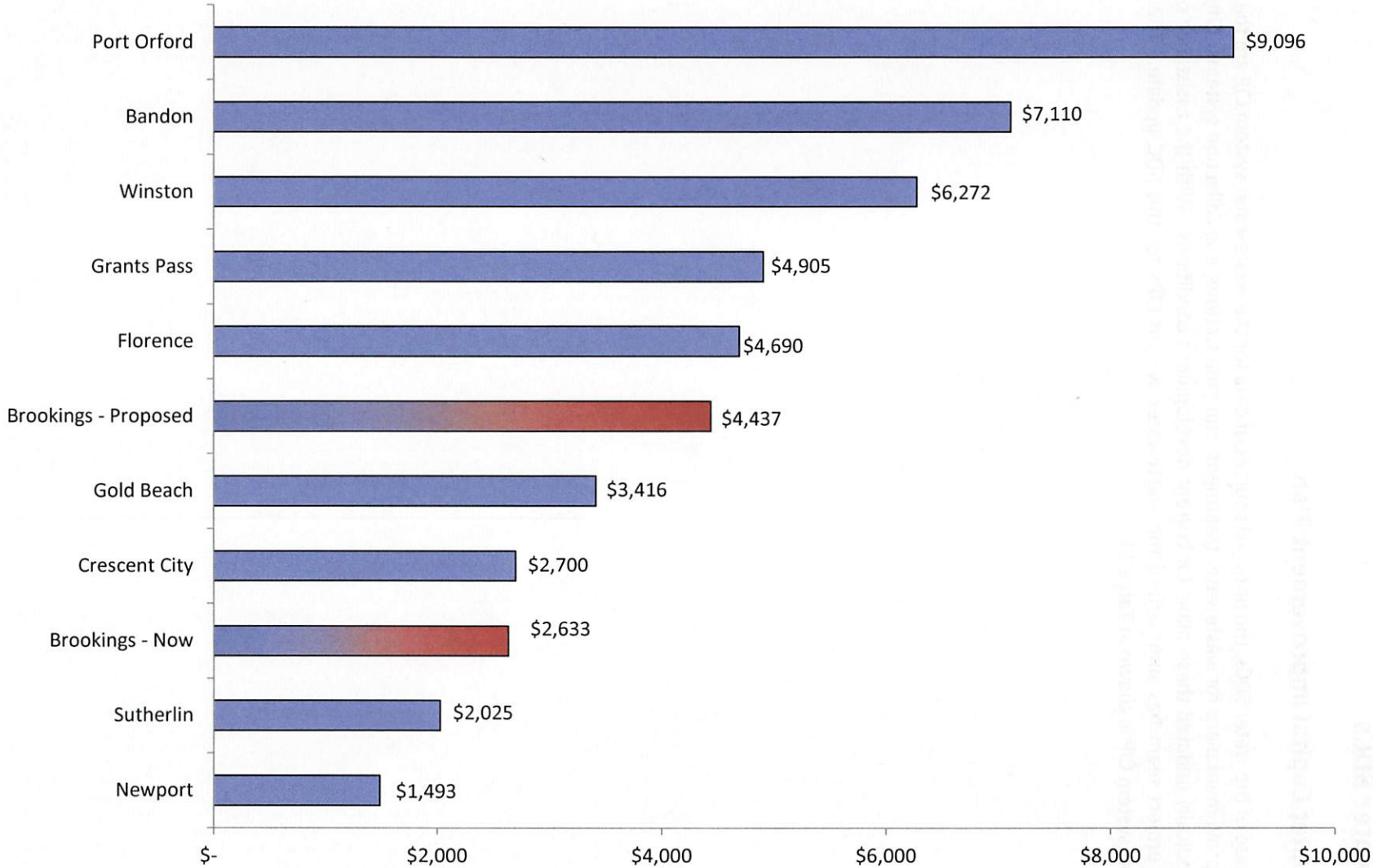
Meter Size	AWWA Rated Flow (GPM)*	Flow Factor Equivalence	Proposed Schedule of Water SDCs		
			Reimbursement	Improvement	Total
Small/residential meters:					
0.625" x 0.75" - Displacement or Multi-jet	30	1.00	$ 2,186	$ 2,251	$ 4,437
0.75"x 0.75" - Displacement or Multi-jet	30	1.00	2,186	2,251	4,437
1.00 inch - Displacement or Multi-jet	50	1.67	3,643	3,752	7,395
1.50 inch - Displacement or Class I Turbine	100	3.33	7,287	7,503	14,790
2.00 inch - Displacement or Class I & II Turbine	160	5.33	11,659	12,005	23,664
Large/commercial & industrial meters:					
3 inch meters:					
Displacement	300	10.00	21,860	22,510	44,370
compound	320	10.67	23,317	24,011	47,328
Class I & II turbine	350	11.67	25,503	26,262	51,765
4 inch meters:					
Displacement or Compound	500	16.67	36,433	37,517	73,950
Class I turbine	600	20.00	43,720	45,020	88,740
6 inch meters:					
Displacement or Compound	1000	33.33	72,867	75,033	147,900
Class I turbine	1250	41.67	91,083	93,792	184,875
8 inch meters:					
Compound	1600	53.33	116,587	120,053	236,640
Class I turbine	1800	60.00	131,160	135,060	266,220
10 inch meters:					
Compound	2300	76.67	167,593	172,577	340,170
Class I turbine	2900	96.67	211,313	217,597	428,910

* - AWWA Manual of Practice M6; Water Meters - Selection, Installation, Testing, and Maintenance; Table 2-2 Total Quantities Registered

Water SDCs in Neighboring Communities

Shown below in Figures 2 is a chart that compares the current and proposed water SDC for a single-family customer in Brookings to the same charge in similar Oregon communities.

Figure 2 - Neighboring Communities' Water SDCs (Detached Single Family) June 2025



Wastewater SDCs

Wastewater Capital Improvement Plan

As in the case of the water SDCs, the principal sources of data for the wastewater system CIP are the 2025 capital improvement plans for wastewater treatment, pumping stations, and collection systems. City Staff have periodically updated these plans for current development conditions. With the assistance of City Staff, the project team has summarized the wastewater system CIPs for this SDC update. The 2025 wastewater system CIP is shown in Table 11.

Table 11 - 2025 Wastewater System CIP

Subtype	Project Number	Project Name	2024 PER Project Cost	2025 Project Cost	Rates -%	Grants - $	Developers -%	SDCs - %
I/I Repair	1	Priority One I/I Repairs		$ 958,146	91%			9%
I/I repair	2	Priority Two I/I Repairs		$ 752,890	91%			9%
HSD/Lone Ranch	1	Oak, Hemlock, Railroad, & Warf, 18" sewer	$ 922,497	$ 937,280	67%			33%
HSD/Lone Ranch	2	Rowland Lane to Mill Beach Road 24" sewer	$ 1,771,855	$ 1,800,249	67%			33%
HSD/Lone Ranch	3	Crissy Circle to Moore Street, 21" sewer		$ 614,236	67%			33%
HSD/Lone Ranch	4	Taylor Creek pump station	$ 1,832,085	$ 1,861,444			50%	50%
HSD/Lone Ranch	5	Hwy 101 Carpenterville Rd to Park View Dr 8" FM	$ 1,960,794	$ 1,992,216			50%	50%
HSD/Lone Ranch	6	Mill Beach Rd to WWTP, 30" sewer	$ 2,946,653	$ 2,993,874	67%			33%
Sewer Mains RR	7	Replace/Rehab of existing 8" sewer along Moore St		$ 370,441	91%			9%
Sewer Mains RR	8	Replace/Rehab of existing 8" sewer along Collins St		$ 192,389	91%			9%
Sewer Mains RR	9	Replace/Rehab of existing 8" sewer along Pioneer Rd		$ 292,444	91%			9%
Sewer Mains RR	10	Replace/Rehab of esisting 8" sewer Old Country Rd	$ 116,932	$ 118,806	91%			9%
Sewer Mains RR	11	Replace/Rehab of existing 8" sewer along Fir St		$ 340,786	91%			9%
Sewer Mains RR	12	Replace exisiting 8" sewer along Oak, ~~Pacific~~, to Chetco Avenue	$ 1,055,975	$ 1,072,897	91%			9%
Sewer Mains RR	16	Replace existing 10" sewer along Hwy 101, Pacific to Railroad to Mill Beach	$ 748,083	$ 760,071	91%			9%
Pump Stations	2	Project 2 - pump station improvements (Macklyn, Beach and Seacliff)	$ 1,253,611	$ 1,273,700	91%			9%
Pump Stations	3	Project 3 - pump staton improvements	$ 283,311	$ 287,851	91%			9%
WWTP Improvements	1	Coatings and corrosion protection	$ 625,000	$ 635,016	91%			9%
WWTP Improvements	2	Replace mechanical bar screen, classifier, and degritter	$ 2,501,941	$ 2,542,035	91%			9%
WWTP Improvements	3	Primary clarifier rehab	$ 925,000	$ 939,823	91%			9%
WWTP Improvements	4	Trickling filter rehab	$ 2,457,000	$ 2,496,374	91%			9%
WWTP Improvements	5	Blower building rehab		$ 92,763	91%			9%
WWTP Improvements	6	Reaeration system rehab	$ 877,500	$ 891,562	91%			9%
WWTP Improvements	7	Secondary clarifier (older), WAS, RAS, and scum pumps	$ 487,500	$ 495,312	91%			9%
WWTP Improvements	8	Secondary clarifier (newer) WAS, RAS, and scum pumps	$ 987,500	$ 1,003,325	91%			9%
WWTP Improvements	9	UV systerm replacement	$ 3,739,500	$ 3,799,426	91%			9%
WWTP Improvements	10	WWTP Generator Replacement		$ 205,000	100%			0%
Plans & Studies	1	Wastewater Facilities Masterplan Update (last 2016)		$ 100,000	50%			50%

Wastewater Customers Current and Future Demographics

Existing Wastewater Demand and Population Growth

As in the case of water, the project team used actual sewer accounts to determine existing EDUs. As of May 1, 2025, the City had 2,901 active sewer accounts in service, 2,831 of which were served by 5/8" x 3/4" and 3/4" x 3/4" meters (i.e., serving single family residential customers). The process for calculating equivalent ¾" meters for sewer is shown below in Table 12.

Table 12 – Estimated ¾" Equivalent Meters in Service as of May 1, 2025, for Active Sewer Accounts

***** Active Sewer Accounts *****

Meter Size	Total Meters In Service	AWWA Rated Flow (GPM)*	Flow Factor Equivalence	3/4" Meter Equivalents
0.625" x 0.75" - Displacement Multi-jet	2,521	30	1.00	2,521
0.75"x 0.75" - Displacement Multi-jet	310	30	1.00	310
1.00 inch - Displacement Multi-jet	35	50	1.67	58
1.50 inch - Displacement Class I Turbine	17	100	3.33	57
2.00 inch - Displacement or Class I & II Turbine	15	160	5.33	80
3.00 inch - Displacement	1	300	10.00	10
4.00 inch - Displacement or Compound	2	500	16.67	33
6.00 inch - Displacement or Compound	-	1,000	33.33	-
8.00 inch - Compound	-	1,600	53.33	-
Total	2,901			3,069

* - AWWA Manual of Practice M3; Safety Practices for Water Utilities; Table 2-2 Total Quantities

Forecasted EDUs

With the benefit of actual water sales and meters in service for active sewer customers, and a population growth forecast that is predicated on existing growth trends for the City a forecast of future equivalent ¾" meters was developed. Based upon these decision rules, the forecast of equivalent meters in use for this sewer SDC update are shown above in Table 12. The EDU calculation methodology is shown in Table 13.

Table 13 - Forecast of Current and Future Wastewater EDUs

	U.S. Census	Estimated	Projected		
Item	2023	2025	2035	2045	CAGR
Population	6,649	6,493	6,816	7,156	0.487%
Employment	2,647	2,653	2,862	3,088	0.762%
3/4" water meter equivalents		3,069	3,222	3,383	0.487%
Future Growth in 3/4" water meter equivalents				314	

Reimbursement Fee Calculations

The wastewater reimbursement fee methodology mirrors that used for the water reimbursement fee. The methodological steps in its construction are restated here.

Step 1: Calculate the original cost of wastewater fixed assets in service. From this starting point, eliminate any assets that do not conform to the ORS 223.299 definition of a capital improvement. This results in the **adjusted original cost of wastewater fixed assets.**

Step 2: Subtract from the adjusted original cost of wastewater fixed assets in service the accumulated depreciation of those fixed assets. This arrives at the **modified book value of wastewater fixed assets in service.**

Step 3: Subtract from the modified book value of wastewater assets in service any grant funding or contributed capital. This arrives at the **modified book value of wastewater fixed assets in service net of grants and contributed capital.**

Step 4: Subtract from the modified book value of wastewater fixed assets in service net of grants and contributed capital any principal outstanding on long term debt used to finance those assets. This includes the principal balance on the Clean Water State Revolving loan that has yet to be repaid. This arrives a **gross wastewater reimbursement fee basis.**

Step 5: Subtract from the gross wastewater reimbursement fee basis the fund balance held in the Wastewater Reimbursement SDC fund (if available). This arrives at the **net wastewater reimbursement fee basis.**

Step 6: Divide the net wastewater reimbursement fee basis by future EDUs to arrive at the **unit net reimbursement fee.**

The actual data that was used to calculate the total wastewater reimbursement fee is shown below in Table 14.

Table 14 - Calculation of the Wastewater Reimbursement Fee

Utility Plant-in-Service (original cost):[1]		
Land, Easements & Right of Way	$	292,849
Land improvements		1,143,926
Buildings		7,949,547
Buildings improvements		94,894
Plant and equipment		2,295,226
Infrastructure		18,875,757
Vehicles[2]		eliminated
Construction Work-in-Progress		-
Total Utility Plant-in-Service	$	30,652,199
Accumulated depreciation[1]		
Land, Easements & Right of Way	$	-
Land improvements		310,537
Buildings		6,408,096
Buildings improvements		31,177
Plant and equipment		1,251,643
Infrastructure		15,511,950
Vehicles[2]		eliminated
Construction Work-in-Progress		-
Total accumulated depreciation	$	23,513,402
Book value of water utility plant-in-service @ June 30, 2024	$	7,138,797
Eliminating entries:		
Principal outstanding on bonds, notes, and loans payable[3]		
Rogue Federal Credit Union loan with maturity on April 15, 2025		52,606
First Community Credit Union #0156 (50% Vactor truck)		63,210
Developer Contributions		-
Grants, net of amortization		-
		115,816
Net basis in utility plant-in-service available to serve future customers	$	7,022,981
Estimated existing and future 3/4" Meter Equivalents (MEs)		3,383
Calculated reimbursement fee - $ per 3/4"ME	$	2,076

[1] Source: Brookings Accounting Summary Report - Capitalized Assets as of June 30, 2024

[2] ORS 223.299 specifically states that a "capital improvement" does not include costs of the operation or routine maintenance of capital improvements. This means the assets on the balance sheet such as certain vehicles and equipment used for heavy repair and maintenance of infrastructure cannot be included in the basis of the reimbursement fee.

[3] Source: City of Brookings Comprehensive Annual Financial Report; June 30, 2024

Improvement Fee Calculations

The calculation of the wastewater improvement fee also follows the logic that was used to calculate the water improvement fee. As in the case of water, this study continues to use the improvements-driven method, and has relied on the capital improvement plans, and plan updates for the wastewater treatment, pump stations, and collection systems. Under this methodology, only three steps are required to arrive at the improvement fee. These steps are:

Step 1: Accumulate the future cost of planned improvements needed to serve growth. This arrives at **the gross improvement fee basis.**

Step 2: Subtract from the gross improvement fee basis the fund balance held in the Wastewater Improvement SDC Fund. This arrives at **the net wastewater improvement fee basis.**

Step 3: Divide the net wastewater improvement fee basis by the forecasted number of growth EDUs over the planning period. This arrives at **the total wastewater improvement fee.**

The actual data that was used to calculate the total wastewater improvement fee is shown below in Table 15.

Table 15 - Calculation of the Wastewater Improvement Fee

Priority and Time Frame for Completion	Project Cost	Funding Source		
		SDCs	Rates	Developers
I/I Repair	$ 1,711,037	$ 158,443	$ 1,552,593	$ -
HSD/Lone Ranch	10,199,299	4,042,043	4,230,426	1,926,830
Sewer Mains RR	3,147,833	291,492	2,856,341	-
Pump Stations	1,561,551	144,601	1,416,950	-
WWTP Improvements	13,100,636	1,194,146	11,906,490	-
Plans & Studies	100,000	50,000	50,000	-
Grand Total	$ 29,820,356	$ 5,880,725	$ 22,012,801	$ 1,926,830

Total improvement fee eligible costs for future system improvements	$ 5,880,725
Less: Wastewater improvement SDC fund balance as of June 30, 2024[1]	2,696,431
Adjusted improvement fee eligible costs for future system improvements	$ 3,184,294
Total growth in 3/4" meter equivalents (20 year forecast)	314
Calculated water improvement fee SDC per meter equivalent	$ 10,152

[1] Source: City of Brookings Comprehensive Annual Financial Report; June 30, 2024

Compliance Fee Calculations

For the sewer SDCs, we have calculated future compliance cost as shown below in Table 16.

Table 16 – Calculation of Wastewater SDC Compliance Costs

Compliance Item Description		Cost
Wastewater SDC methodology update	$	35,000
Accounting, reporting		50,000
Total	$	85,000
Total growth MEs		314
Water SDC compliance fee	$	271

Wastewater SDC Model Summary - Residential

The 2025 wastewater SDC update was done in accordance with BMC 13.25, and with the benefit of adopted capital improvement plans and plan updates for wastewater services. We recommend the City update the SDC charge to reflect the current capital improvement program. A comparison of the proposed and current wastewater SDCs for the average single-family residential customer is shown below in Table 17.

Table 17 - Proposed and Current Wastewater SDCs for a 3/4" Meter

Sewer SDC Components	Proposed	Current	Difference
Improvement fee	10,152	3,796	6,356
Reimbursement fee	2,076	7,865	(5,789)
Compliance fee	271	$ -	$ 271
Total water SDC	$ 12,499	$ 11,661	$ 838

For water meters larger than ¾," the schedule of wastewater SDC uses the same flow factors that were developed for the water SDCs (i.e., AWWA standards for displacement and compound meters). The complete proposed schedule of wastewater SDCs by potential meter size are shown in Table 18.

Table 18 - Proposed Schedule of Residential Wastewater SDCs by Potential Water Meter Size

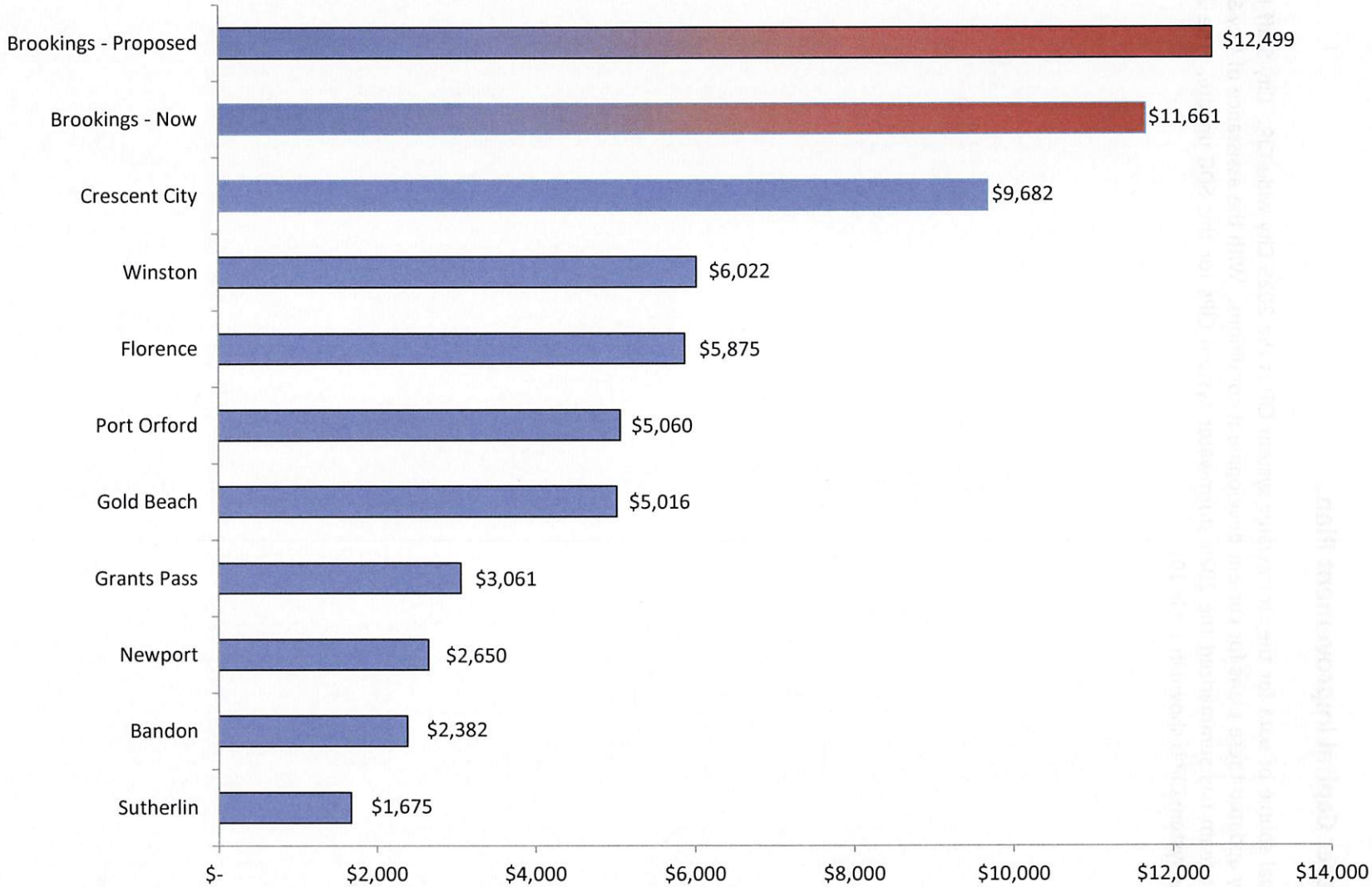
Meter Size	AWWA Rated Flow (GPM)*	Flow Factor Equivalence	Proposed Schedule of Water SDCs		
			Reimbursement	Improvement	Total
Small/residential meters:					
0.625" x 0.75" - Displacement or Multi-jet	30	1.00	$ 2,347	$ 10,152	$ 12,499
0.75"x 0.75" - Displacement or Multi-jet	30	1.00	2,347	10,152	12,499
1.00 inch - Displacement or Multi-jet	50	1.67	3,912	16,920	20,832
1.50 inch - Displacement or Class I Turbine	100	3.33	7,823	33,840	41,663
2.00 inch - Displacement or Class I & II Turbine	160	5.33	12,517	54,144	66,661
Large/commercial & industrial meters:					
3 inch meters:					
Displacement	300	10.00	23,470	101,520	124,990
compound	320	10.67	25,035	108,288	133,323
Class I & II turbine	350	11.67	27,382	118,440	145,822
4 inch meters:					
Displacement or Compound	500	16.67	39,117	169,200	208,317
Class I turbine	600	20.00	46,940	203,040	249,980
6 inch meters:					
Displacement or Compound	1000	33.33	78,233	338,400	416,633
Class I turbine	1250	41.67	97,792	423,000	520,792
8 inch meters:					
Compound	1600	53.33	125,173	541,440	666,613
Class I turbine	1800	60.00	140,820	609,120	749,940
10 inch meters:					
Compound	2300	76.67	179,937	778,320	958,257
Class I turbine	2900	96.67	226,877	981,360	1,208,237

* - AWWA Manual of Practice M6; Water Meters - Selection, Installation, Testing, and Maintenance; Table 2-2 Total Quantities Registered

Wastewater SDCs in Neighboring Communities

Shown below in Figures 3 is a chart that compares the current and proposed wastewater SDC for a single-family customer in Brookings to the same charge in similar communities in the general South Coast area.

Figure 3 - Neighboring Communities' Wastewater SDCs (Detached Single Family) June 2025



Stormwater SDCs

Stormwater Capital Improvement Plan

The principal source of data for the stormwater system CIP is the 2025 City-wide CIP. City Staff have periodically updated these plans for current development conditions. With the assistance of City Staff, the project team has summarized the 2025 stormwater system CIPs for this SDC update. The 2025 stormwater system CIP is shown in Table 19.

Table 19 - 2025 Stormwater System CIP

Priority	Project Number	Project Name	2021 Project Cost	2025 Project Cost	Rates -%	Grants - $	Developers - %	SDCs - %
High	2	Ross Rd	$ 291,130	$ 343,827	100.00%			0.00%
High	11	5th and Ransom project	$ 81,000	$ 95,662	66.67%			33.33%
High	12	Ransom Avenue	$ 43,290	$ 51,126	100.00%			0.00%
High	13	Tanbark and Railroad	$ 589,330	$ 696,004	100.00%			0.00%
High	21	Old County Road	$ 210,650	$ 248,780	66.67%			33.33%
High	22	Old County Reroute	$ 1,534,680	$ 1,812,472	66.67%			33.33%
Medium	1	Mendy, Art and Pacific	$ 497,130	$ 587,115	100.00%			0.00%
Medium	3	Alder Street	$ 297,970	$ 351,905	100.00%			0.00%
Medium	5	Oxford and Maple	$ 129,870	$ 153,378	100.00%			0.00%
Medium	6	Matot St	$ 111,130	$ 131,246	100.00%			0.00%
Medium	9	Mill Beach Road	$ 132,300	$ 156,248	100.00%			0.00%
Medium	10	Arnold, Rowland and Smith	$ 876,190	$ 1,034,789	100.00%			0.00%
Medium	12	Easy Manor Park outfall	$ 109,740	$ 129,604	100.00%			0.00%
Medium	12	Ransom Avenue	$ 114,070	$ 134,718	100.00%			0.00%
Medium	14	7th and Hassett	$ 260,030	$ 307,098	100.00%			0.00%
Medium	17	Ransom Avenue and Hwy 101	$ 38,660	$ 45,658	100.00%			0.00%
Low	3	Easy Street	$ 12,350	$ 14,585	100.00%			0.00%
Low	4	Macklyn Creek crossing at Easy	$ 43,450	$ 51,315	100.00%			0.00%
Low	6	3rd between Easy and Ransom	$ 189,490	$ 223,790	100.00%			0.00%
Low	7	Intersection 2nd and Easy	$ 41,670	$ 49,213	100.00%			0.00%
Low	8	1339 Chrissy Circle	$ 22,050	$ 26,041	100.00%			0.00%
Low	9	Memory Ln and Cedar St	$ 72,170	$ 85,233	100.00%			0.00%
Low	10	S side Ransom Street	$ 73,430	$ 86,722	100.00%			0.00%
Low	11	Riviera Court	$ 33,510	$ 39,576	100.00%			0.00%
Low	12	Railroad, Hazel Street & Del Norte	$ 1,988,770	$ 2,348,757	75.00%			25.00%

Stormwater Customers Current and Future Demographics

Existing Stormwater Demand and Population Growth

The City does currently charge a stormwater SDC on new development based upon impervious surface. For this analysis, we are assuming the average amount of impervious area on a single family residential developed lot within the City is 2,500 square feet. This equates to one "equivalent service unit" or ESU. SDCs are then calculated as a function of ESUs meaning that each property's fee is calculated as follows:

$$Estimated\ Impervious\ Surface \div 2{,}500\ square\ feet = Number\ of\ ESUs$$

The number of ESUs is then multiplied by the unit rate to determine the SDC amount. The number of ESUs currently connected to the City's system is 4,471 as estimated from comprehensive plan land use designations and developed parcels as estimated from data provided by the City's planning Staff. In order to determine the future capacity requirements of the City's stormwater system, each basin plan and facility plan forecasts the amount of additional impervious surface through the planning period. This forecast is based on future land use conditions and the corresponding runoff coefficients assigned to these various land uses. The future growth in ESUs within each of the City's existing basins and planning areas is based on these specific land use and impervious surface projections.

Forecasted Equivalent Service Units (ESUs)

With current stormwater demand estimated at 4,471 ESUs, the project team was able to calculate the number of ESUs at buildout using the City's Comprehensive Plan out to 2045. These inventories are predicted on the currently approved urban growth boundary (UGB) of the City. As discussed above, the forecast is based on the future land use conditions and the corresponding runoff coefficients assigned to the Comprehensive Plan land use designations. The forecast eliminates lands that are constrained from future development due to severe slopes, wetlands, and riparian corridors.

- *Residential lands* – Based on conversations with City planning staff, the planning standards used to calculate future residential land needs for the City is as follows:

Zoning District Description	Dwelling Units per Acre
▪ Suburban residential (SR-20)	4
▪ Single-family residential (R-1)	7
▪ Two-family residential (R-2)	13
▪ Multiple-family residential (R-3)	17
▪ Mobile home residential (R-MH)	7

  For the calculation of build out impervious surface contributions from residential lands, the project team has also used these planning standards.

- *Commercial lands* – In consultation with the City's engineering staff, the project team has applied a uniform runoff coefficient of .90 (i.e., 90%) to all commercial lands within the UGB. This average value was used based on analysis of general commercial land uses over a range of soils. The data sources for this analysis included the National Resource Conservation Service's Hydrologic manual, Oregon Department of Transportation Department's design standards for stormwater facilities, and the Caltrans Storm Water Quality Handbook SWPPP/WPCP Preparation Manual.

- *Industrial lands* – Also in consultation with City engineering staff, a uniform runoff value of .85 (i.e., 85%) was applied to all industrial lands in the UGB. The same data sources used to arrive at the commercial runoff coefficient was used for the derivation of the industrial value.

The growth ESU forecast methodology is shown in Table 20.

Table 20 - Forecast of Growth in Stormwater ESUs

Classification	ZD Code	Zoning District Description	Partially Developed Lands[1]	Vacant and Buildable Lands[1]	Partially Developed plus Vacant	DUs per Acre	Dwelling Units	Impervious Surface Coverage	Impervious Surface Acres	Impervious Surface Square Feet	ESUs
Residential	SR-20	Suburban residential	2.10	9.46	11.56	4	46.24	2500 sq. ft.	2.65	115,600.00	46.24
Residential	R-1	Single-family residential	53.17	144.00	197.17	7	1,380.19	2500 sq. ft.	79.21	3,450,475.00	1,380.19
Residential	R-2	Two-family residential	8.76	29.91	38.67	13	502.71	1500 sq. ft.	17.31	754,065.00	301.63
Residential	R-3	Multiple-family residential	5.46	42.43	47.89	17	814.13	750 sq. ft.	14.02	610,597.50	244.24
Residential	R-MH	Mobile home residential		-	-	7	-	2500 sq. ft.	-	-	-
Commercial	C-1	Neighborhood commercial	-	4.51	4.51			90%	4.06	176,810.04	70.72
Commercial	C-2	Shopping center commercial		-	-			90%	-	-	-
Commercial	C-3	General commercial	2.98	7.11	10.09			90%	9.08	395,568.36	158.23
Commercial	C-4	Tourist commercial	2.66	22.53	25.19			90%	22.67	987,548.76	395.02
Commercial	PO-1	Professional office	-	-	-			90%	-	-	-
Industrial	I-P	Industrial park	3.66	0.60	4.26			85%	3.62	157,730.76	63.09
Industrial	M-2	General industrial	-	1.18	1.18			85%	1.00	43,690.68	17.48
Public Lands	P/OS	Public open space	-	170.54	170.54			0%	-	-	-
Overly Districts	MPD	Master plan development - Lone Ranch	-	547.54	547.54		950.00	2500 sq. ft.	54.52	2,375,000.00	950.00
Overly Districts	MA	Marine activities	-	-	-			0%	-	-	-
Overly Districts	AA	Airport approach overlay	-	-	-			0%	-	-	-
Overly Districts	EFU	Exclusive Farm Use	-	-	-			0%	-	-	-
			78.79	979.81	1,058.60				208.15	9,067,086.10	3,626.83

[1] Source - City of Brookings and Curry County Assessor

Reimbursement Fee Calculations

The City has a very modest fixed assets inventory for storm and surface water management infrastructure. Historically, trunk drainage system investment costs have been treated as a component cost of street improvements but there are distinct components that have been segregated and capitalized. As of June 30, 2024, the City had $1,259,173 in net book value of stormwater system assets.. This results in a calculated SDC reimbursement fee of $155 per ESU. The calculations for this figure are shown below in Tabel 21.

Table 21 - Stormwater Reimbursement Fee Calculations

Utility Plant-in-Service (original cost):[1]		
Land, Easements & Right of Way	$	-
Land improvements		-
Buildings		-
Buildings improvements		-
Plant and equipment		-
Infrastructure		3,751,626
Vehicles[2]		eliminated
Construction Work-in-Progress		-
Total Utility Plant-in-Service	$	3,751,626
Accumulated depreciation[1]		
Land, Easements & Right of Way	$	-
Land improvements		-
Buildings		-
Buildings improvements		-
Plant and equipment		-
Infrastructure		2,492,454
Vehicles[2]		eliminated
Construction Work-in-Progress		-
Total accumulated depreciation	$	2,492,454
Book value of water utility plant-in-service @ June 30, 2024	$	1,259,173
Eliminating entries:		
Principal outstanding on bonds, notes, and loans payable[3]		-
Developer Contributions		-
Grants, net of amortization		-
		-
Net basis in utility plant-in-service available to serve future customers	$	1,259,173
Estimated existing and future Equivalent Service Units (ESUs)		8,098
Calculated reimbursement fee:		
Dollars per ESU	$	155
Dollars per square foot of impervious surface	$	0.0620

[1] Source: Brookings Accounting Summary Report - Capitalized Assets as of June 30, 2024

[2] ORS 223.299 specifically states that a "capital improvement" does not include costs of the operation or routine maintenance of capital improvements. This means the assets on the balance sheet such as certain vehicles and equipment used for heavy repair and maintenance of infrastructure cannot be included in the basis of the reimbursement fee.

[3] Source: City of Brookings Comprehensive Annual Financial Report; June 30, 2024

Improvement Fee Calculations

The calculation of the stormwater improvement fee also follows the logic that was used to calculate the water improvement fee. As in the case of water, this study continues to use the improvements-driven method, and has relied on the capital improvement plans, and plan updates for the stormwater systems. Under this methodology, only three steps are required to arrive at the improvement fee. These steps are:

Step 1: Accumulate the future cost of planned improvements needed to serve growth. This arrives at **the gross improvement fee basis.**

Step 2: Subtract from the gross improvement fee basis the fund balance held in the Stormwater Improvement SDC Fund. This arrives at **the net stormwater improvement fee basis.**

Step 3: Divide the net stormwater improvement fee basis by the forecasted number of growth EDUs over the planning period. This arrives at **the total stormwater improvement fee.**

The actual data that was used to calculate the total stormwater improvement fee is shown below in Table 22.

Table 22 - Calculation of the Stormwater Improvement Fee

Project Description	Total Cost	SDC Ineligible	SDC Eligible
Ross Rd	$ 343,827	$ 343,827	$ -
5th and Ransom project	95,662	63,775	31,887
Ransom Avenue	51,126	51,126	-
Tanbark and Railroad	696,004	696,004	-
Old County Road	248,780	165,853	82,927
Old County Reroute	1,812,472	1,208,315	604,157
Mendy, Art and Pacific	587,115	587,115	-
Alder Street	351,905	351,905	-
Oxford and Maple	153,378	153,378	-
Matot St	131,246	131,246	-
Mill Beach Road	156,248	156,248	-
Arnold, Rowland and Smith	1,034,789	1,034,789	-
Easy Manor Park outfall	129,604	129,604	-
Ransom Avenue	134,718	134,718	-
7th and Hassett	307,098	307,098	-
Ransom Avenue and Hwy 101	45,658	45,658	-
Easy Street	14,585	14,585	-
Macklyn Creek crossing at Easy	51,315	51,315	-
3rd between Easy and Ransom	223,790	223,790	-
Intersection 2nd and Easy	49,213	49,213	-
1339 Chrissy Circle	26,041	26,041	-
Memory Ln and Cedar St	85,233	85,233	-
S side Ransom Street	86,722	86,722	-
Riviera Court	39,576	39,576	-
Railroad, Hazel Street & Del Norte	2,348,757	1,761,568	587,189
Total	9,204,861	7,898,700	1,306,160

Total Improvement Fee Eligible Costs for Future System Improvements	1,306,160
less: Stormwater improvement SDC fund balance June 30, 2024	257,932
Adjusted Improvement Fee Eligible Costs for Future System Improvements	$1,048,228
Total growth ESUs	3,627
Calculated stormwater Improvement Fee SDC per EDU	$289
Calculated stormwater Improvement Fee SDC per square foot of Impervious surface	$0.1156

Compliance Fee Calculations

For the stormwater SDCs, we have calculated future compliance cost as shown below in Table 23.

Table 23 – Calculation of Stormwater SDC Compliance Costs

Compliance Item Description	Cost
Stormwater Master Plan update	$ 85,000
Stormwater SDC methodology update	10,000
Accounting, reporting	5,000
Total	$ 100,000
Total growth MEs	3,627
Stormwater SDC compliance fee per ESU	$ 28.00
Stormwater SDC compliance fee per Sq. Ft.	$ 0.01120

Stormwater SDC Model Summary

The 2025 stormwater SDC methodology update was done in accordance with BMC 13.25, and with the benefit of adopted capital improvement plans and plan updates for stormwater services. We recommend the City implement the stormwater SDC charge and methodology to reflect the current capital improvement program. The proposed stormwater SDCs for the average single-family residential customer is shown below in Table 24.

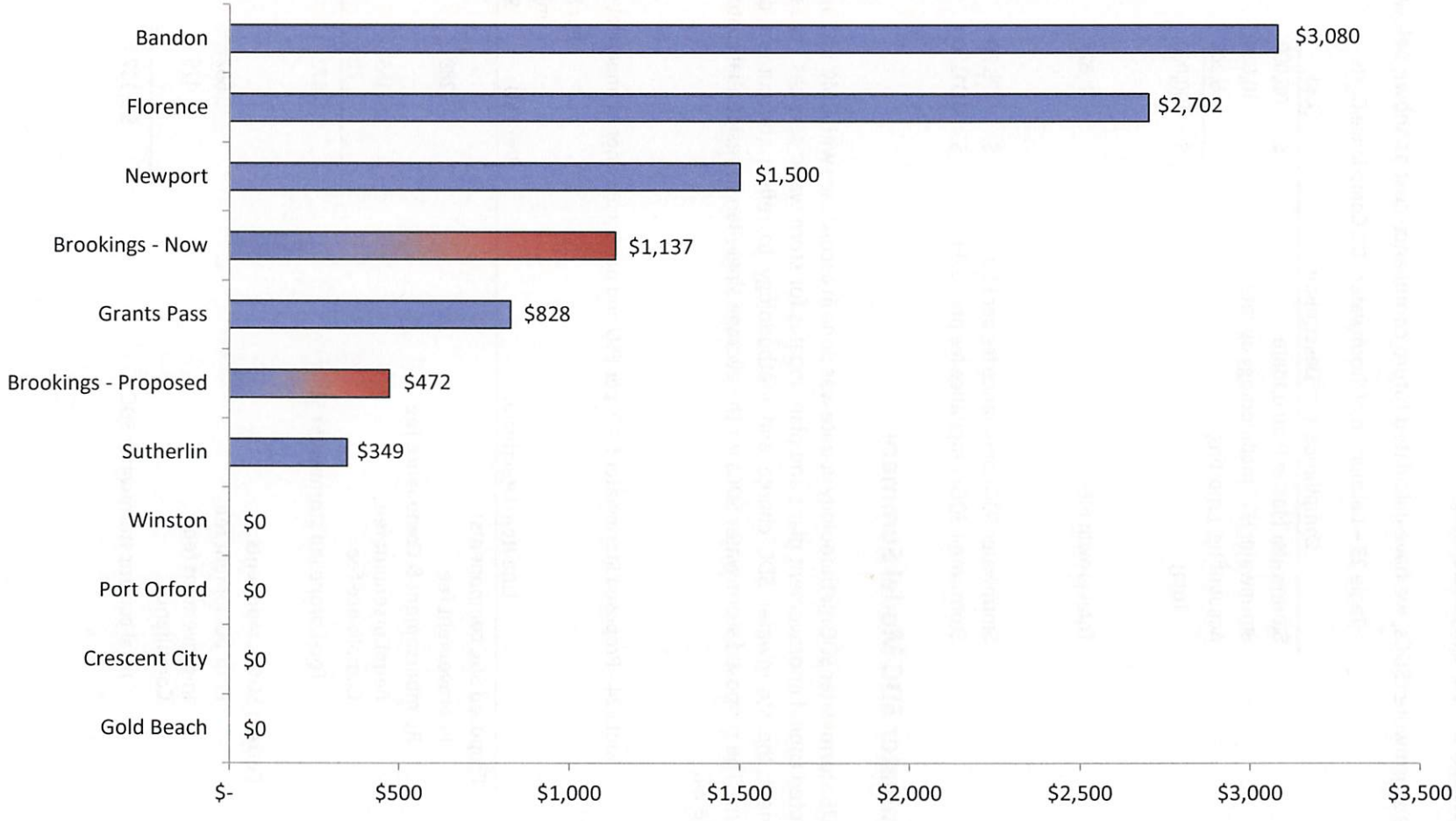
Table 24 - Proposed Stormwater SDCs per ESU and per Square Foot of Impervious Surface

Line Item Description	Per ESU	Per Sq. Foot of Impervious Surface
Proposed SDC components:		
Improvement fee	$ 289	$ 0.1156
Reimbursement & Compliance fee:		
Reimbursement fee	155	0.0620
Compliance fee	28	0.0112
Total proposed stormwater SDC	$ 472	$ 0.1888
Current SDC components:		
Reimbursement fee	$ 662	0.2648
Improvement fee	475	0.1900
Compliance	-	-
Total current stormwater SDC	$ 1,137	$ 0.4548

Stormwater SDCs in Neighboring Communities

Shown below in Figures 4 is a chart that compares the current and proposed stormwater SDC for a single-family customer in Brookings to the same charge in similar communities.

Figure 4 - Neighboring Communities' stormwater SDCs (Detached Single Family) June 2025



Transportation SDCs

Transportation Capital Improvement Plan

The principal sources of data for the transportation system CIP are the current 2017 Transportation System Plan (TSP) update, the 2022 Pavement Management Plan, and the City's 2025 transportation CIP review and update. For this transportation SDC methodology study update, we have only used the plans and projected costs for built out to the existing urban growth boundary.

The primary categories of transportation system improvements are:

- Collector street improvements
- Pedestrian improvements
- Roadway improvements
- Bicycle improvements
- Bridge improvements
- Miscellaneous transportation improvements

With the assistance of City Staff, the project team has summarized the 2025 transportation system CIP for this SDC update. The 2025 transportation system CIP is shown in Table 25.

Table 25 - 2025 Transportation System CIP

Subtype	Priority	Project Number	Project Name	2025 Project Cost	Gas Tax -%	Grants - $	Developers -%	ODOT - %	SDCs - %
Motorized	Medium	13	Parkview Dr/Airport Rd near Airport	$ 3,755,295			100.00%		
Non-Motorized	High	4	Ransom Ave from US 101 to Pioneer Rd	$ 1,916,765	33.33%				66.67%
Resurfacing	High	7	Ransom Ave from Julie Dr to N 2nd St	$ 1,148,351	0.00%	100.00%			0.00%
Non-Motorized	Medium	1	Easy St from Pioneer Rd to Easy Manor Dr	$ 1,134,412	33.33%				66.67%
Resurfacing	High	1	3rd St from Ransom Ave to Easy St	$ 928,961	50.00%				50.00%
Non-Motorized	High	2	Pacific Ave/Azalea Park Rd from Old County Rd to US 101	$ 573,726	33.33%				66.67%
Non-Motorized	High	7	Parkview Dr From US 101 to Welch Ct	$ 486,363	100.00%				
Resurfacing	High	13	Easy St from 2nd St to Fern Ave	$ 431,124	50.00%				50.00%
Motorized	Medium	11	Railroad Street and Oak Street	$ 299,902	33.33%				66.67%
Resurfacing	High	8	Pioneer Rd from Easy St to Hassett St	$ 241,482	50.00%				50.00%
Resurfacing	High	10	Chetco Ln from Chetco Ave to Cul-de-sac	$ 236,779	50.00%				50.00%
Resurfacing	High	15	5th St from Elk Dr to Easy St	$ 215,343	50.00%				50.00%
Resurfacing	High	3	Rowland Ln from Smith Dr to Knoll Ln	$ 180,346	50.00%				50.00%
Resurfacing	Low	16	Paving of West Harris Heights (now gravel)	$ 178,924	0.00%				100.00%
Motorized	Medium	6	Elk Drive and 5th Street	$ 130,392	33.33%				66.67%
Motorized	Medium	12	Tanbark Road	$ 117,353	33.33%				66.67%
Resurfacing	High	6	Pacific Ave from Cottage St to Railroad St	$ 103,898	50.00%				50.00%
Resurfacing	High	4	Rowland Ln from Knoll Ln to Arnold Ln	$ 100,399	50.00%				50.00%
Resurfacing	High	5	Pacific Ave from Chetco Ave to Cottage Ln	$ 97,336	50.00%				50.00%
Resurfacing	High	14	Easy Manor Drive	$ 92,962	50.00%				50.00%
Resurfacing	Low	17	Paving of Barbara Lane (now gravel)	$ 70,432	0.00%				100.00%
Non-Motorized	High	6	Oak St from US 101 to Pacific Ave	$ 66,500	33.33%				66.67%
Resurfacing	High	11	Seacrest Ln from Glenwood Dr to Arch Ln	$ 56,871	50.00%				50.00%
Resurfacing	High	2	Valley St from Hillside Dr to Chetco Ave	$ 26,248	50.00%				50.00%
Non-Motorized	Medium	9	5th St from Jodee Ln to US 101	$ 26,078	33.33%				66.67%
Non-Motorized	High	12	Enhanced Bicycle Parking	$ 14,343	33.33%				66.67%
Resurfacing	High	12	Richard St from Easy St to Loop	$ 13,561	50.00%				50.00%

Transportation System Current and Future Demand

Existing Transportation Demand

Demand for transportation facilities is measured in PMPHVTs. One PMPHVT represents one person beginning or ending a vehicular trip at a certain property during the afternoon rush hour. Based on data from the U. S. Census Bureau, we estimate the transportation system is currently serving 5,370 PMPHVTs. The statistical process that was used to arrive at the current demand value is shown in Table 26.

Table 26 – Estimated 2025 Trip Generation (PMPHVTs)

	2023 ACS 5-yr Estimate - U.S. Bureau of Census [1][2][3]					
	Population Estimate	Dwelling Units	Employees	ITE Code[4]	PMPHVTs-Trip Ends	Total 2025 PMPHVTs
Estimated population:	6,733					
Male	3,083					
Female	3,650					
Number of dwelling units:						
Detached single family		2,379		210	0.99	2,355
Attached single family		411		270	0.69	284
Duplex		172		210	0.99	170
Three or Fourplex		106		210	0.99	105
Multifamily:						
5 to 9 units		128		220	0.56	72
10 to 19 units		94		220	0.56	53
20 to 49 units		98		220	0.56	55
50 or more units		-		220	0.56	-
Mobil home		77		240	0.46	35
Boat, RV, van, etc..		-		240	0.46	-
Number of employees:						
Agriculture, Forestry, Fishing and Hunting			91	150	0.66	60
Mining, Quarrying, and Oil and Gas Extraction			-	150	0.66	-
Utilities			-	170	0.76	-
Construction			269	110	0.49	132
Manufacturing			272	140	0.33	90
Wholesale Trade			0	860	1.76	0
Retail Trade			150	820	1.62	243
Transportation and Warehousing			58	150	0.66	38
Information			44	160	0.09	4
Finance and Insurance			26	750	0.37	10
Real Estate and Rental and Leasing			35	770	0.39	14
Professional, Scientific, and Technical Services			23	770	0.39	9
Management of Companies and Enterprises			54	770	0.39	21
Admin. & Support, Waste Management and Remediation			19	538	0.72	14
Educational Services			292	538	0.72	210
Health Care and Social Assistance			356	720	0.97	345
Arts, Entertainment, and Recreation			70	495	2.66	186
Accommodation and Food Services			239	310	0.89	213
Other Services (excluding Public Administration)			190	710	0.63	120
Public Administration			751	730	0.71	533
Totals	6,733	3,465	2,939			5,370

[1] Source: U.S. Bureau of the Census; American Community Survey; Table DP05 2021 ACS 5-year estimate

[2] Source: U.S. Bureau of the Census; American Community Survey; Table B25024 2021 ACS 5-year estimate

[3] Source: U.S. Bureau of the Census; American Community Survey; Table S2403 All Sectors: Geographic Area Series: Economy-Wide Statistics:

[4] Trip Generation Manual; Institute of Transportation Engineers; 11th Edition

As discussed earlier in this report, an industry standard for allocating demands on a transportation system is to proportion the costs based on the relative number of trips created by a development. Trip rates are published by the Institute of Transportation Engineers (ITE) for various land uses. This SDC Update adopts the use of PMPHVTs as contained in the current ITE Trip Generation Manual, 11th Edition, as the basis for the trip generation standards. In addition, this update incorporates the number of shared trips and pass-by trips.

This factor is an estimate of how many of the trips specific to the subject land use are linked to other destinations, where the actual trip is shared by multiple destinations or multiple stops on the same trip.

Forecasted Transportation Demand

The 2017 TSP estimated growth in trips out to 2037. With the help of City Staff, the project team built on the TSP logic to update the growth forecast out from 2025 to 2045. We now estimate the City's transportation system will serve 8,424 PMPHVTs by 2045. These estimates imply growth of 3,054 PMPHVTs from 2025 to 2045. The future demand forecast is shown below in Table 27 and in graphical form in Figure 5.

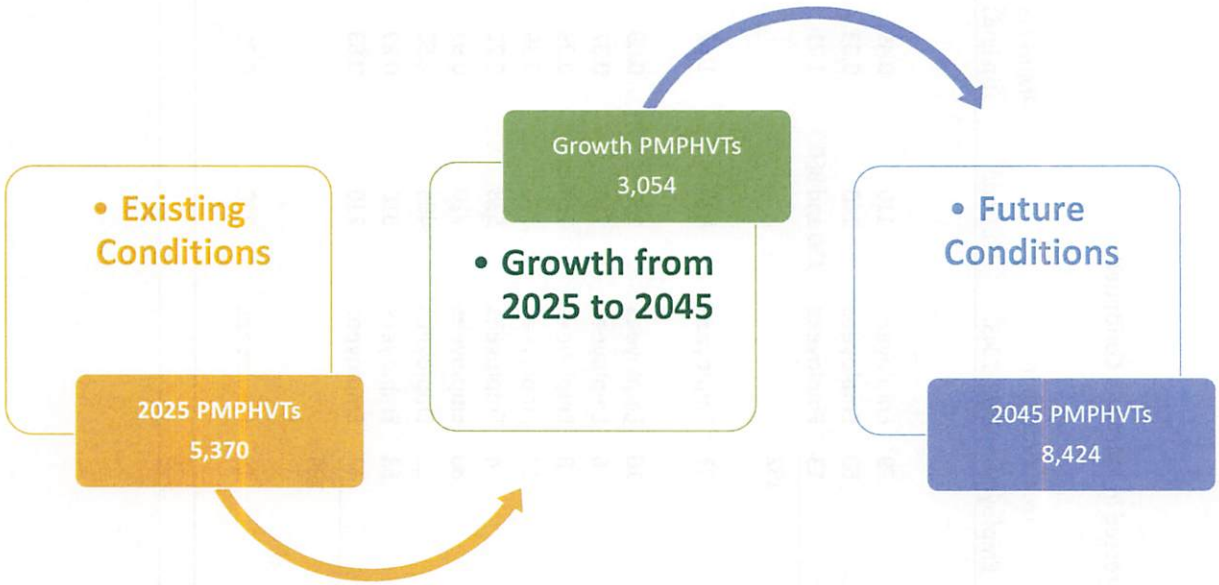
Table 27 – Forecasted Future Transportation System Demand Expressed in PMPHVTs

		Net Buildable Acres (less ROW allowance)[1]								
		Vacant Acres	Partially Vacant Acres	Total	DUs per Acre	Dwelling Units		ITE Code[2]	PMPHVTs- Trip Ends	Total Growth PMPHVTs
Residential										
Residential Zone:										
SR	Suburban residential	9.46	2.10	11.6	4	46.24	DU	210	0.99	46
R-1	Single-family residential	144.00	53.2	197.2	7	1,380.19	DU	210	0.99	1,366
R-2	Two-family residential	29.91	8.8	38.7	13	502.71	DU	210	0.99	498
R-3	Multipl-family residential	42.43	5.5	47.9	17	814.13	DU	220	0.56	456
R-MH	Mobile home residential	-	-	-		-	DU	220	0.56	-
	Subtotal Residential Zone	225.8	69.5	295.3		2,743.27				2,366
Overlay Zones:										
MPD	Master plan development - Lone Ranch	547.5	-	547.5		950.00	DU	222	0.36	342
MA	Marine activities	-	-	-		-	DU	222	0.36	-
AA	Airport approach overlay	-	-	-		-	DU	222	0.36	-
	Subtotal Overlay Zones	547.5	-	547.5		950.00				342
Mixed Use Zones:										
MU-1	Low-density residential attached	-	-	-		-	DU	210	0.99	-
MU-2	Low-density residential detatched	-	-	-		-	DU	210	0.99	-
MU-3	Medium-density residential	-	-	-		-	DU	220	0.56	-
MU-4	High-density residential	-	-	-		-	DU	222	0.36	-
	Subtotal commercial	-	-	-		-				-
	Total Residential	773.3	69.5	842.8		3,693				2,708

Table 27– Forecasted Future Transportation System Demand Expressed in PMPHVTs Continued

	Total Employment[3]			Total Growth in			PMPHVTs-	Total Growth
	2023 Estimated	2025 Estimated	2045 Forecast	Employment 2023-2043[3]		ITE Code[2]	Trip Ends	PMPHVTs
Employment								
Industrial:								
Construction and agriculture	360	361	440	79	Employees	110	0.49	39
Manufacturing	272	272	332	60	Employees	140	0.33	20
Transportation and warehousing and wholesale trade	58	58	71	13	Employees	150 and 860	1.21	15
Subtotal Industrial	690	691	843	152				74
Retail commercial:								
Retail trade	150	150	183	33	Employees	820	1.62	53
Office & commercial services:			-					
Information	44	44	54	10	Employees	160	0.09	1
Finance and insurance	26	26	32	6	Employees	750	0.37	2
Real estate	35	36	44	8	Employees	770	0.39	3
Professional services and management of companies	77	77	94	17	Employees	770	0.39	7
Administrative support and waste management	19	19	23	4	Employees	538	0.72	3
Health care and social assistance	356	365	445	80	Employees	720	0.97	78
Recreation	70	70	85	15	Employees	495	2.66	41
Accommodation and food service	239	240	293	53	Employees	310	0.89	47
Other services	190	190	232	42	Employees	710	0.63	26
Subtotal office & commercial services	1,056	1,067	1,302	235				208
Government:								
Federal, state, & local	751	745	760	15	Employees	730	0.71	11
Total Employment	2,647	2,653	3,088	435				346

Figure 5 - Existing and Future Transportation System Demand Expressed in PMPHVTs



Reimbursement Fee Calculations

The transportation reimbursement fee methodology mirrors that used for the water reimbursement fee. The methodological steps in its construction are restated here.

Step 1: Calculate the original cost of transportation fixed assets in service. From this starting point, eliminate any assets that do not conform to the ORS 223.299 definition of a capital improvement. This results in the **adjusted original cost of transportation fixed assets.**

Step 2: Subtract from the adjusted original cost of transportation fixed assets in service the accumulated depreciation of those fixed assets. This arrives at the **modified book value of transportation fixed assets in service.**

Step 3: Subtract from the modified book value of transportation assets in service any grant funding or contributed capital. This arrives at the **modified book value of transportation fixed assets in service net of grants and contributed capital.**

Step 4: Subtract from the modified book value of transportation fixed assets in service net of grants and contributed capital any principal outstanding on long term debt used to finance those assets. This arrives a **gross transportation reimbursement fee basis.**

Step 5: Subtract from the gross transportation reimbursement fee basis the fund balance held in the Transportation Reimbursement SDC fund (if available). This arrives at the **net transportation reimbursement fee basis.**

Step 6: Divide the net transportation reimbursement fee basis by the sum of existing and future ELNDTs to arrive at the **unit net reimbursement fee.**

The actual data that was used to calculate the total transportation reimbursement fee is shown below in Table 28.

Table 28 - Calculation of the Transportation Reimbursement Fee

Utility Plant-in-Service (original cost):[1]		
Land, Easements & Right of Way	$	-
Land improvements		-
Buildings		-
Buildings improvements		-
Plant and equipment		48,941
Infrastructure		15,200,688
Vehicles[2]		eliminated
Construction Work in Progress		-
Total Utility Plant-in-Service		15,249,629
Accumulated depreciation[1]		
Land, Easements & Right of Way		-
Land improvements		-
Buildings		-
Buildings improvements		-
Plant and equipment		38,946
Infrastructure		5,482,578
Vehicles[2]		eliminated
Construction Work in Progress		-
Total accumulated depreciation		5,521,524
Book value of transportation plant-in-service @ June 30, 2024		9,728,105
Eliminating entries:		
Principal outstanding on bonds, notes, and loans payable[3]		
Oregon Department of Transportation - RR Street loan maturity October 1, 2028		590,491
Developer Contributions		-
Grants, net of amortization		-
		590,491
Net basis in utility plant-in-service available to serve future customers	$	9,137,614
Estimated existing and future PM Peak Hour Vehicle Trips		8,424
Calculated reimbursement fee TSP Scenario 1 - $ per PMPHVT	$	1,085

1 Source: Brookings Accounting Summary Report - Capitalized Assets as of June 30, 2024

2 ORS 223.299 specifically states that a "capital improvement" does not include costs of the operation or routine maintenance of capital improvements. This means the assets on the balance sheet such as certain vehicles and equipment used for heavy repair and maintenance of infrastructure cannot be included in the basis of the reimbursement fee.

3 Source: City of Brookings Comprehensive Annual Financial Report; June 30, 2024

Improvement Fee Calculations

The calculation of the transportation improvement fee also follows the logic that was used to calculate the water improvement fee. As in the case of water, this study continues to use the improvements-driven method, and has relied on the capital improvement plans, and plan updates for the transportation infrastructure. Under this methodology, only three steps are required to arrive at the improvement fee. These steps are:

Step 1: Accumulate the future cost of planned improvements needed to serve growth. This arrives at **the gross improvement fee basis.**

Step 2: Subtract from the gross improvement fee basis the fund balance held in the Transportation Improvement SDC Fund. This arrives at **the net transportation improvement fee basis.**

Step 3: Divide the net transportation improvement fee basis by the forecasted number of growth PM PHVTs over the planning period. This arrives at **the total transportation improvement fee.**

The actual data that was used to calculate the total transportation improvement fee is shown below in Table 29.

Table 29 - Calculation of the Transportation Improvement Fee

Priority	Project Cost in 2025 Dollars	SDC Eligible Cost	Non-SDC Eligible Cost
Motorized	$ 11,975,517	$ 4,077,641	$ 7,897,876
Resurfacing	$ 394,595	$ 197,298	$ 197,298
Resurfacing	274,034	190,053	$ 83,981
Total	$ 12,644,147	$ 4,464,992	$ 8,179,154

Total Improvement Fee Eligible Costs for Future System Improvements	$ 4,464,992
less: Transportation improvement fee SDC Fund balance as of June 30, 2024	658,253
Adjusted Improvement Fee Eligible Costs for Future System Improvements	$ 3,806,739
Future PMPHVT's created by growth	3,054
Transportation improvement fee per PMPHVT	$ 1,247

Compliance Fee Calculations

For the transportation SDCs, we have calculated future compliance cost as shown below in Table 30.

Table 30 – Calculation of Stormwater SDC Compliance Costs

Compliance Item Description		Cost
Transportation System Plan Update	$	100,000
Transportation SDC methodology update		35,000
Accounting, reporting		50,000
Total	$	185,000
Total growth in PMPHVTs		3,054
Transportation SDC compliance fee	$	61

Transportation SDC Model Summary

The 2025 transportation SDC update was done in accordance with BMC 13.25, and with the benefit of adopted capital improvement plans and plan updates for transportation services. The proposed transportation SDCs per PMPHVT is shown below in Table 31.

Table 31 - Proposed Transportation SDCs per PMPHVT

Transportation SDC Components		Proposed
Reimbursement & Compliance fee	$	1,145.71
Improvement fee		1,247.00
Total transportation SDC	$	2,392.71

To charge the appropriate SDC, the City must estimate how many PMPHVTs will be generated by the development in question. That number can then be multiplied by $2,393 to determine the amount of SDC owed by new development projects.

The number of PMPHVTs that a property will generate is a function of the increase in scope and scale of activities that will occur on that property. By "scope of activities," we mean land use. For example, a new single-family residence will generate trip-ends differently from a new retail store of the same size. By "scale of activities," we mean some measure of quantity. For residential land uses, the number of dwelling units is an appropriate measure of scale. For many commercial and industrial land uses, building floor area is the best measure. For example, a 20,000-square-foot store is likely to generate twice the number of trip-ends as a 10,000-square-foot store of the same type. Table 32 presents proposed transportation SDCs per unit of scale for land uses in the 11th edition of Trip Generation Manual, published by the Institute of Transportation Engineers (ITE):

Table 32 - Proposed Transportation SDCs by ITE Code

ITE Code	Land Use	Total Trip Ends	Diverted/Linked Trips	Pass-by Trips	Diverted/Linked and pass-by Trip Adjustment	Primary Trip Ends	Improvement	Reimbursement	Compliance	Total SDC	Basis for Calculating a Customer's SDC
Port and Terminal (Land Uses 000-099)											
010	Waterport/Marine Terminal* (ITE 10th edition)	17.15	0.00%	0.00%	-	17.15	21,389	18,605	1,046	41,040	Berth
021	Commercial Airport	10.28	0.00%	0.00%	-	10.28	12,819	11,151	627	24,597	Employee
022	General Aviation Airport	1.57	0.00%	0.00%	-	1.57	1,958	1,703	96	3,757	Employee
030	Intermodal Truck Terminal	1.87	0.00%	0.00%	-	1.87	2,332	2,028	114	4,474	1,000 square feet of gross floor area
090	Park-an-Ride Lot with Bus Service	0.49	0.00%	0.00%	-	0.49	611	532	30	1,173	Parking space
093	Light Rail Transit Station with Parking (ITE 10th edition)	1.24	0.00%	0.00%	-	1.24	1,546	1,345	76	2,967	Parking space
Industrial (Land Uses 100-199)											
110	General light industrial	0.65	0.00%	0.00%	-	0.65	811	705	40	1,556	1,000 square feet of gross floor area
120	General heavy industrial (ITE 10th edition)	0.68	0.00%	0.00%	-	0.68	848	738	41	1,627	1,000 square feet of gross floor area
130	Industrial park	0.34	0.00%	0.00%	-	0.34	424	369	21	814	1,000 square feet of gross floor area
140	Manufacturing	0.74	0.00%	0.00%	-	0.74	923	803	45	1,771	1,000 square feet of gross floor area
150	Warehousing	0.18	0.00%	0.00%	-	0.18	224	195	11	430	1,000 square feet of gross floor area
151	Mini-warehouse	0.15	0.00%	0.00%	-	0.15	187	163	9	359	1,000 square feet of gross floor area
154	High-Cube transload & short-term warehouse	0.10	0.00%	0.00%	-	0.10	125	108	6	239	1,000 square feet of gross floor area
155	High-Cube fulfillment center warehouse	0.16	0.00%	0.00%	-	0.16	200	174	10	384	1,000 square feet of gross floor area
156	High-Cube Parcel hub warehouse	0.64	0.00%	0.00%	-	0.64	798	694	39	1,531	1,000 square feet of gross floor area
157	High-Cube cold storage warehouse	0.12	0.00%	0.00%	-	0.12	150	130	7	287	1,000 square feet of gross floor area
160	Data center	0.09	0.00%	0.00%	-	0.09	112	98	5	215	1,000 square feet of gross floor area
170	Utilities	2.16	0.00%	0.00%	-	2.16	2,694	2,343	132	5,169	1,000 square feet of gross floor area
180	Specialty trade contractor	1.93	0.00%	0.00%	-	1.93	2,407	2,093	118	4,618	1,000 square feet of gross floor area
190	Marijuana cultivation & processing facility	0.64	0.00%	0.00%	-	0.64	798	694	39	1,531	1,000 square feet of gross floor area
Residential (Land Uses 200-299)											
210	Single family detached housing	0.94	0.00%	0.00%	-	0.94	1,172	1,020	57	2,249	Dwelling unit
215	Single family attached housing	0.57	0.00%	0.00%	-	0.57	711	618	35	1,364	Dwelling unit
220	Multifamily low-rise	0.51	0.00%	0.00%	-	0.51	636	553	31	1,220	Dwelling unit
221	Multifamily mid-rise	0.39	0.00%	0.00%	-	0.39	486	423	24	933	Dwelling unit
222	Multifamily high-rise	0.32	0.00%	0.00%	-	0.32	399	347	20	766	Dwelling unit
223	Affordable housing	0.45	0.00%	0.00%	-	0.45	561	488	27	1,076	Dwelling unit
225	Off-Campus student apartment low-rise	0.24	0.00%	0.00%	-	0.24	299	260	15	574	Bedrooms
226	Off-Campus student apartment mid-rise	0.21	0.00%	0.00%	-	0.21	262	228	13	503	Bedrooms
227	Off-Campus student apartment high-rise	0.04	0.00%	0.00%	-	0.04	50	43	2	95	Bedrooms
230	Low-Rise residential w/1st-floor commercial	0.36	0.00%	0.00%	-	0.36	449	390	22	861	Bedrooms
231	Mid-Rise residential w/1st-floor commercial	0.17	0.00%	0.00%	-	0.17	212	184	10	406	Dwelling unit
232	High-Rise Residential w/1st-floor commercial	0.21	0.00%	0.00%	-	0.21	262	228	13	503	Dwelling unit
240	Mobile home park	0.58	0.00%	0.00%	-	0.58	723	629	35	1,387	Dwelling unit
251	Senior Adult Housing - Detached	0.30	0.00%	0.00%	-	0.30	374	325	18	717	Dwelling unit
252	Senior Adult Housing - Attached	0.25	0.00%	0.00%	-	0.25	312	271	15	598	Dwelling unit
253	Congregate Care Facility	0.18	0.00%	0.00%	-	0.18	224	195	11	430	Dwelling unit
254	Assisted living	0.24	0.00%	0.00%	-	0.24	299	260	15	574	Bed
255	Continuing Care Retirement Community	0.19	0.00%	0.00%	-	0.19	237	206	12	455	Unit
260	Recreational Homes	0.29	0.00%	0.00%	-	0.29	362	315	18	695	Dwelling unit
265	Timeshare	0.63	0.00%	0.00%	-	0.63	786	683	38	1,507	Dwelling unit
270	Residential Planned Unit Development	0.69	0.00%	0.00%	-	0.69	860	748	42	1,650	Dwelling unit

Table 32 - Proposed Transportation SDCs by ITE Code (Continued)

ITE Code	Land Use	Total Trip Ends	Diverted/Linked Trips	Pass-by Trips	Diverted/Linked and pass-by Trip Adjustment	Primary Trip Ends	Improvement	Reimbursement	Compliance	Total SDC	Basis for Calculating a Customer's SDC
Lodging (Land Uses 300-399)											
310	Hotel	0.59	0.00%	0.00%	-	0.59	736	640	36	1,412	Room
311	All Suites Hotel	0.36	0.00%	0.00%	-	0.36	449	390	22	861	Room
312	Business Hotel	0.31	0.00%	0.00%	-	0.31	387	336	19	742	Occupied Room
320	Motel	0.36	0.00%	0.00%	-	0.36	449	390	22	861	Room
330	Resort Hotel	0.41	0.00%	0.00%	-	0.41	511	445	25	981	Room
Recreational (Land Uses 400-499)											
411	Public park	0.11	0.00%	0.00%	-	0.11	137	119	7	263	Acre
416	Campground/Recreational Vehicle Park	0.98	0.00%	0.00%	-	0.98	1,222	1,063	60	2,345	Acre
420	Marina	0.21	0.00%	0.00%	-	0.21	262	228	13	503	Berth
430	Golf course	2.91	0.00%	0.00%	-	2.91	3,629	3,157	178	6,964	Hole
431	Miniature Golf Course	0.33	0.00%	0.00%	-	0.33	412	358	20	790	Hole
432	Golf Driving Range	1.25	0.00%	0.00%	-	1.25	1,559	1,356	76	2,991	Tees/Driving Position
433	Batting Cages	2.22	0.00%	0.00%	-	2.22	2,768	2,408	135	5,311	Cage
434	Rock climbing gym	1.64	0.00%	0.00%	-	1.64	2,045	1,779	100	3,924	1,000 square feet of gross floor area
435	Multipurpose Recreational Facility	3.58	0.00%	0.00%	-	3.58	4,464	3,883	218	8,565	1,000 square feet of gross floor area
436	Trampoline park	1.50	0.00%	0.00%	-	1.50	1,871	1,627	92	3,590	1,000 square feet of gross floor area
437	Bowling Alley	1.30	0.00%	0.00%	-	1.30	1,621	1,410	79	3,110	Bowling lane
440	Adult Cabaret	2.93	0.00%	0.00%	-	2.93	3,654	3,178	179	7,011	1,000 square feet of gross floor area
445	Movie theater	6.17	0.00%	0.00%	-	6.17	7,694	6,693	376	14,763	1,000 square feet of gross floor area
452	Horse Racetrack	0.06	0.00%	0.00%	-	0.06	75	65	4	144	Seat
453	Automobile Racetrack - Saturday peak hour	0.28	0.00%	0.00%	-	0.28	349	304	17	670	Attendee
454	Dog Racetrack	0.15	0.00%	0.00%	-	0.15	187	163	9	359	Attendee
460	Arena* (ITE 10th edition)	0.47	0.00%	0.00%	-	0.47	586	510	29	1,125	1,000 square feet of gross floor area
462	Professional baseball stadium	0.15	0.00%	0.00%	-	0.15	187	163	9	359	Attendee
465	Ice Skating Rink	1.33	0.00%	0.00%	-	1.33	1,659	1,443	81	3,183	1,000 square feet of gross floor area
466	Snow Ski Area	33.77	0.00%	0.00%	-	33.77	42,111	36,631	2,060	80,802	Lifts
470	Bingo hall	0.82	0.00%	0.00%	-	0.82	1,023	889	50	1,962	1,000 square feet of gross floor area
473	Casino/Video Lottery Establishment	22.61	0.00%	0.00%	-	22.61	28,195	24,525	1,379	54,099	1,000 square feet of gross floor area
480	Amusement Park	3.95	0.00%	0.00%	-	3.95	4,926	4,285	241	9,452	Acre
482	Water slide park Saturday peak hour generator	22.92	0.00%	0.00%	-	22.92	28,581	24,862	1,398	54,841	Acre
488	Soccer Complex	16.43	0.00%	0.00%	-	16.43	20,488	17,822	1,002	39,312	Field
490	Tennis Courts	4.21	0.00%	0.00%	-	4.21	5,250	4,567	257	10,074	Court
491	Racquet/Tennis Club	3.82	0.00%	0.00%	-	3.82	4,764	4,144	233	9,141	Court
492	Health/Fitness Club	3.45	0.00%	0.00%	-	3.45	4,302	3,742	210	8,254	1,000 square feet of gross floor area
493	Athletic Club	6.29	0.00%	0.00%	-	6.29	7,844	6,823	384	15,051	1,000 square feet of gross floor area
495	Recreational Community Center	2.50	0.00%	0.00%	-	2.50	3,118	2,712	153	5,983	1,000 square feet of gross floor area

Table 32 - Proposed Transportation SDCs by ITE Code (Continued)

ITE Code	Land Use	Total Trip Ends	Diverted/Linked Trips	Pass-by Trips	Diverted/Linked and pass-by Trip Adjustment	Primary Trip Ends	Improvement	Reimbursement	Compliance	Total SDC	Basis for Calculating a Customer's SDC
Institutional (Land Uses 500-599)											
501	Military Base	0.39	0.00%	0.00%	-	0.39	486	423	24	933	Employee
520	Elementary School	0.16	0.00%	0.00%	-	0.16	200	174	10	384	Students
522	Middle School/Junior High School	0.15	0.00%	0.00%	-	0.15	187	163	9	359	Students
525	High School	0.14	0.00%	0.00%	-	0.14	175	152	9	336	Students
528	School district office	2.04	0.00%	0.00%	-	2.04	2,544	2,213	124	4,881	1,000 square feet of gross floor area
530	Private School (K-8)	0.26	0.00%	0.00%	-	0.26	324	282	16	622	Students
532	Private School (K-12)	0.17	0.00%	0.00%	-	0.17	212	184	10	406	Students
534	Private High School	0.19	0.00%	0.00%	-	0.19	237	206	12	455	Students
536	Charter elementary school	0.16	0.00%	0.00%	-	0.16	200	174	10	384	Students
538	Charter school (k-12)	0.73	0.00%	0.00%	-	0.73	910	792	45	1,747	Students
540	Junior/Community College	0.11	0.00%	0.00%	-	0.11	137	119	7	263	Students
550	University/College	0.15	0.00%	0.00%	-	0.15	187	163	9	359	Students
560	Church	0.49	0.00%	0.00%	-	0.49	611	532	30	1,173	1,000 square feet of gross floor area
561	Synagogue - Friday	2.92	0.00%	0.00%	-	2.92	3,641	3,167	178	6,986	1,000 square feet of gross floor area
562	Mosque - Friday	4.22	0.00%	0.00%	-	4.22	5,262	4,577	257	10,096	1,000 square feet of gross floor area
565	Day Care Center	0.79	32.00%	44.00%	0.60	0.19	236	206	12	454	1,000 square feet of gross floor area
566	Cemetery	0.46	0.00%	0.00%	-	0.46	574	499	28	1,101	Acres
571	Adult detention facility	0.48	0.00%	0.00%	-	0.48	599	521	29	1,149	1,000 square feet of gross floor area
575	Fire and rescue station	0.48	0.00%	0.00%	-	0.48	599	521	29	1,149	1,000 square feet of gross floor area
580	Museum	0.18	0.00%	0.00%	-	0.18	224	195	11	430	1,000 square feet of gross floor area
590	Library	8.16	0.00%	0.00%	-	8.16	10,176	8,851	498	19,525	1,000 square feet of gross floor area
Medical (Land Uses 600-699)											
610	Hospital	0.86	0.00%	0.00%	-	0.86	1,072	933	52	2,057	1,000 square feet of gross floor area
620	Nursing Home	0.59	0.00%	0.00%	-	0.59	736	640	36	1,412	1,000 square feet of gross floor area
630	Clinic	3.69	0.00%	0.00%	-	3.69	4,601	4,003	225	8,829	1,000 square feet of gross floor area
640	Animal Hospital/Veterinary Clinic	3.53	0.00%	0.00%	-	3.53	4,402	3,829	215	8,446	1,000 square feet of gross floor area
650	Free-Standing emergency room	1.52	0.00%	0.00%	-	1.52	1,895	1,649	93	3,637	1,000 square feet of gross floor area
Office (Land Uses 700-799)											
710	General office building	1.44	0.00%	0.00%	-	1.44	1,796	1,562	88	3,446	1,000 square feet of gross floor area
712	Small office building	2.16	0.00%	0.00%	-	2.16	2,694	2,343	132	5,169	1,000 square feet of gross floor area
714	Corporate Headquarters Building	1.30	0.00%	0.00%	-	1.30	1,621	1,410	79	3,110	1,000 square feet of gross floor area
715	Single Tenant Office Building	1.76	0.00%	0.00%	-	1.76	2,195	1,909	107	4,211	1,000 square feet of gross floor area
720	Medical-dental office building	3.93	0.00%	0.00%	-	3.93	4,901	4,263	240	9,404	1,000 square feet of gross floor area
730	Government Office Building	1.71	0.00%	0.00%	-	1.71	2,132	1,855	104	4,091	1,000 square feet of gross floor area
731	State Motor Vehicles Department	5.20	0.00%	0.00%	-	5.20	6,484	5,641	317	12,442	1,000 square feet of gross floor area
732	United States Post Office	11.21	0.00%	0.00%	-	11.21	13,979	12,160	684	26,823	1,000 square feet of gross floor area
733	Government Office Complex (ITE 10th edition)	2.82	0.00%	0.00%	-	2.82	3,517	3,059	172	6,748	1,000 square feet of gross floor area
750	Office park	1.30	0.00%	0.00%	-	1.30	1,621	1,410	79	3,110	1,000 square feet of gross floor area
760	Research and development center	0.98	0.00%	0.00%	-	0.98	1,222	1,063	60	2,345	1,000 square feet of gross floor area
770	Business park	1.22	0.00%	0.00%	-	1.22	1,521	1,323	74	2,918	1,000 square feet of gross floor area

Table 32 - Proposed Transportation SDCs by ITE Code (Continued)

ITE Code	Land Use	Total Trip Ends	Diverted/Linked Trips	Pass-by Trips	Diverted/Linked and pass-by Trip Adjustment	Primary Trip Ends	Improvement	Reimbursement	Compliance	Total SDC	Basis for Calculating a Customer's SDC
Retail (Land Uses 800-899)											
810	Tractor Supply Store	1.40	0.00%	0.00%	-	1.40	1,746	1,519	85	3,350	1,000 square feet of gross floor area
811	Construction Equipment Rental Store	0.99	0.00%	0.00%	-	0.99	1,235	1,074	60	2,369	1,000 square feet of gross floor area
812	Building Materials and Lumber Store	2.25	0.00%	0.00%	-	2.25	2,806	2,441	137	5,384	1,000 square feet of gross floor area
813	Free Standing Discount Super Store	4.33	0.00%	29.00%	1.26	3.07	3,834	3,335	188	7,357	1,000 square feet of gross floor area
814	Variety Store	6.70	0.00%	34.00%	2.28	4.42	5,514	4,797	270	10,581	1,000 square feet of gross floor area
815	Free Standing Discount Store	4.86	39.17%	20.00%	2.88	1.98	2,475	2,153	121	4,749	1,000 square feet of gross floor area
816	Hardware/Paint Store	2.98	29.50%	26.00%	1.65	1.33	1,654	1,438	81	3,173	1,000 square feet of gross floor area
817	Nursery (Garden Center)	6.94	0.00%	0.00%	-	6.94	8,654	7,528	423	16,605	1,000 square feet of gross floor area
818	Nursery (Wholesale)	5.24	0.00%	0.00%	-	5.24	6,534	5,684	320	12,538	1,000 square feet of gross floor area
820	Shopping Center	3.40	26.21%	22.04%	1.64	1.76	2,194	1,909	107	4,210	1,000 square feet of gross leasable area
821	Shopping Plaza (40 - 150k)	9.03	22.67%	40.00%	5.66	3.37	4,204	3,657	206	8,067	1,000 square feet of gross leasable area
822	Strip Retail Plaza (<40k)	6.59	0.00%	0.00%	-	6.59	8,218	7,148	402	15,768	1,000 square feet of gross leasable area
823	Factory Outlet Center	2.29	0.00%	0.00%	-	2.29	2,856	2,484	140	5,480	1,000 square feet of gross floor area
840	Automobile Sales (New)	2.42	0.00%	0.00%	-	2.42	3,018	2,625	148	5,791	1,000 square feet of gross floor area
841	Automobile Sales (Used)	3.75	0.00%	0.00%	-	3.75	4,676	4,068	229	8,973	1,000 square feet of gross floor area
842	Recreational Vehicle Sales	0.77	0.00%	0.00%	-	0.77	960	835	47	1,842	1,000 square feet of gross floor area
843	Automobile Parts Sales	4.90	13.00%	43.00%	2.74	2.16	2,689	2,339	132	5,160	1,000 square feet of gross floor area
848	Tire Store	3.75	5.00%	25.00%	1.13	2.63	3,273	2,847	160	6,280	1,000 square feet of gross floor area
849	Tire Superstore	2.11	0.00%	0.00%	-	2.11	2,631	2,289	129	5,049	1,000 square feet of gross floor area
850	Supermarket	8.95	28.14%	24.00%	4.67	4.28	5,341	4,646	261	10,248	1,000 square feet of gross floor area
851	Convenience Market	49.11	6.47%	51.00%	28.23	20.88	26,043	22,654	1,274	49,971	1,000 square feet of gross floor area
853	Convenience Market with Gasoline Pumps (ITE 10th edition)	49.29	17.80%	66.00%	41.31	7.98	9,957	8,661	487	19,105	1,000 square feet of gross floor area
854	Discount Supermarket (ITE 10th edition)	8.38	23.20%	21.00%	3.70	4.68	5,831	5,072	285	11,188	1,000 square feet of gross floor area
857	Discount Club	4.19	0.00%	34.00%	1.42	2.77	3,448	3,000	169	6,617	1,000 square feet of gross floor area
858	Farmers market - weekday pm peak hour	179.84	0.00%	0.00%	-	179.84	224,260	195,075	10,970	430,305	Acres
860	Wholesale Market	1.76	0.00%	0.00%	-	1.76	2,195	1,909	107	4,211	1,000 square feet of gross floor area
861	Sporting Goods Superstore	2.14	0.00%	0.00%	-	2.14	2,669	2,321	131	5,121	1,000 square feet of gross floor area
862	Home Improvement Superstore	2.29	6.00%	42.00%	1.10	1.19	1,485	1,292	73	2,850	1,000 square feet of gross floor area
863	Electronics Superstore	4.25	33.00%	40.00%	3.10	1.15	1,431	1,245	70	2,746	1,000 square feet of gross floor area
864	Toy/Children's Superstore	5.00	0.00%	0.00%	-	5.00	6,235	5,424	305	11,964	1,000 square feet of gross floor area
865	Baby Superstore	1.82	0.00%	0.00%	-	1.82	2,270	1,974	111	4,355	1,000 square feet of gross floor area
866	Pet Supply Superstore	3.55	0.00%	0.00%	-	3.55	4,427	3,851	217	8,495	1,000 square feet of gross floor area
867	Office Supply Superstore	2.77	0.00%	0.00%	-	2.77	3,454	3,005	169	6,628	1,000 square feet of gross floor area
868	Book Superstore	15.83	0.00%	0.00%	-	15.83	19,740	17,171	966	37,877	1,000 square feet of gross floor area
869	Discount Home Furnishing Superstore	1.57	0.00%	0.00%	-	1.57	1,958	1,703	96	3,757	1,000 square feet of gross floor area
872	Bed and Linen Superstore	2.22	0.00%	0.00%	-	2.22	2,768	2,408	135	5,311	1,000 square feet of gross floor area
875	Department Store	1.95	0.00%	0.00%	-	1.95	2,432	2,115	119	4,666	1,000 square feet of gross floor area
876	Apparel Store	4.12	0.00%	0.00%	-	4.12	5,138	4,469	251	9,858	1,000 square feet of gross floor area
879	Arts and Crafts Store	6.21	0.00%	0.00%	-	6.21	7,744	6,736	379	14,859	1,000 square feet of gross floor area
880	Pharmacy/Drugstore without Drive-Through	8.51	4.67%	53.00%	4.91	3.60	4,492	3,908	220	8,620	1,000 square feet of gross floor area
881	Pharmacy/Drugstore with Drive-Through	10.25	13.00%	49.00%	6.36	3.90	4,857	4,225	238	9,320	1,000 square feet of gross floor area
882	Marijuana Dispensary	18.92	0.00%	0.00%	-	18.92	23,593	20,523	1,154	45,270	1,000 square feet of gross floor area
890	Furniture Store	0.52	10.33%	53.00%	0.33	0.19	238	207	12	457	1,000 square feet of gross floor area
895	Beverage container recycling depot -PM peak hr.	10.10	0.00%	0.00%	-	10.10	12,595	10,956	616	24,167	1,000 square feet of gross floor area
897	Medical Equipment Store	1.24	0.00%	0.00%	-	1.24	1,546	1,345	76	2,967	1,000 square feet of gross floor area
899	Liquor store	16.62	0.00%	0.00%	-	16.62	20,725	18,028	1,014	39,767	1,000 square feet of gross floor area

Table 32 - Proposed Transportation SDCs by ITE Code (Continued)

ITE Code	Land Use	Total Trip Ends	Diverted/Linked Trips	Pass-by Trips	Diverted/Linked and pass-by Trip Adjustment	Primary Trip Ends	Improvement	Reimbursement	Compliance	Total SDC	Basis for Calculating a Customer's SDC
Services (Land Uses 900-999)											
911	Walk-in Bank	12.13	0.00%	0.00%	-	12.13	15,126	13,158	740	29,024	1,000 square feet of gross floor area
912	Drive-in Bank	21.01	19.57%	35.00%	11.47	9.54	11,902	10,353	582	22,837	1,000 square feet of gross floor area
918	Hair Salon	1.45	0.00%	0.00%	-	1.45	1,808	1,573	88	3,469	1,000 square feet of gross floor area
920	Copy, Print and Express Ship Store	7.42	0.00%	0.00%	-	7.42	9,253	8,049	453	17,755	1,000 square feet of gross floor area
926	Food Cart Pod	6.16	0.00%	0.00%	-	6.16	7,682	6,682	376	14,740	Food Cart
930	Fast Casual Restaurant	12.55	0.00%	0.00%	-	12.55	15,650	13,613	766	30,029	1,000 square feet of gross floor area
931	Quality Restaurant	7.80	13.50%	44.00%	4.49	3.32	4,134	3,596	202	7,932	1,000 square feet of gross floor area
932	High-Turnover (Sit Down) Restaurant	9.05	25.88%	43.00%	6.23	2.82	3,513	3,055	172	6,740	1,000 square feet of gross floor area
933	Fast-food restaurant without drive-through	33.21	0.00%	0.00%	-	33.21	41,413	36,023	2,026	79,462	1,000 square feet of gross floor area
934	Fast-food restaurant with drive-through	33.03	19.17%	55.00%	24.50	8.53	10,640	9,256	520	20,416	1,000 square feet of gross floor area
935	Fast-food restaurant with drive-through and no indoor seati	59.50	26.00%	31.00%	33.92	25.59	31,904	27,752	1,561	61,217	1,000 square feet of gross floor area
936	Coffee/donut shop without drive-through	32.29	0.00%	0.00%	-	32.29	40,266	35,025	1,970	77,261	1,000 square feet of gross floor area
937	Coffee/donut shop with drive-through	38.99	0.00%	0.00%	-	38.99	48,621	42,293	2,378	93,292	1,000 square feet of gross floor area
938	Coffee/donut kiosk	15.08	0.00%	98.00%	14.78	0.30	376	327	18	721	Drive through lanes
941	Quick Lubrication Vehicle Shop	8.70	0.00%	0.00%	-	8.70	10,849	9,437	531	20,817	Servicing Position
942	Automobile Care Center	3.11	0.00%	0.00%	-	3.11	3,878	3,373	190	7,441	1,000 sq. ft. of occupied gross leasable area
943	Automobile Parts and Service Center	2.06	0.00%	0.00%	-	2.06	2,569	2,235	126	4,930	1,000 sq. ft. of occupied gross leasable area
944	Gasoline/service station	13.91	31.42%	57.00%	12.30	1.61	2,009	1,748	98	3,855	Vehicle fueling positions
945	Gasoline/service station with convenience market	18.42	27.83%	70.10%	18.04	0.38	475	413	23	911	Vehicle fueling positions
947	Self-Service Car Wash	5.54	0.00%	0.00%	-	5.54	6,908	6,009	338	13,255	Wash stall
948	Automated Car Wash	14.20	0.00%	0.00%	-	14.20	17,707	15,403	866	33,976	1,000 square feet of gross floor area
949	Car Wash and Detail Center	13.60	0.00%	0.00%	-	13.60	16,959	14,752	830	32,541	Wash stall
950	Truck Stop	15.42	0.00%	0.00%	-	15.42	19,229	16,726	941	36,896	Vehicle fueling positions
970	Wine tasting room	7.31	0.00%	0.00%	-	7.31	9,116	7,929	446	17,491	1,000 square feet of gross floor area
971	Brewery tap room	9.83	0.00%	0.00%	-	9.83	12,258	10,663	600	23,521	1,000 square feet of gross floor area
975	Drinking Place	11.36	0.00%	0.00%	-	11.36	14,166	12,322	693	27,181	1,000 square feet of gross floor area

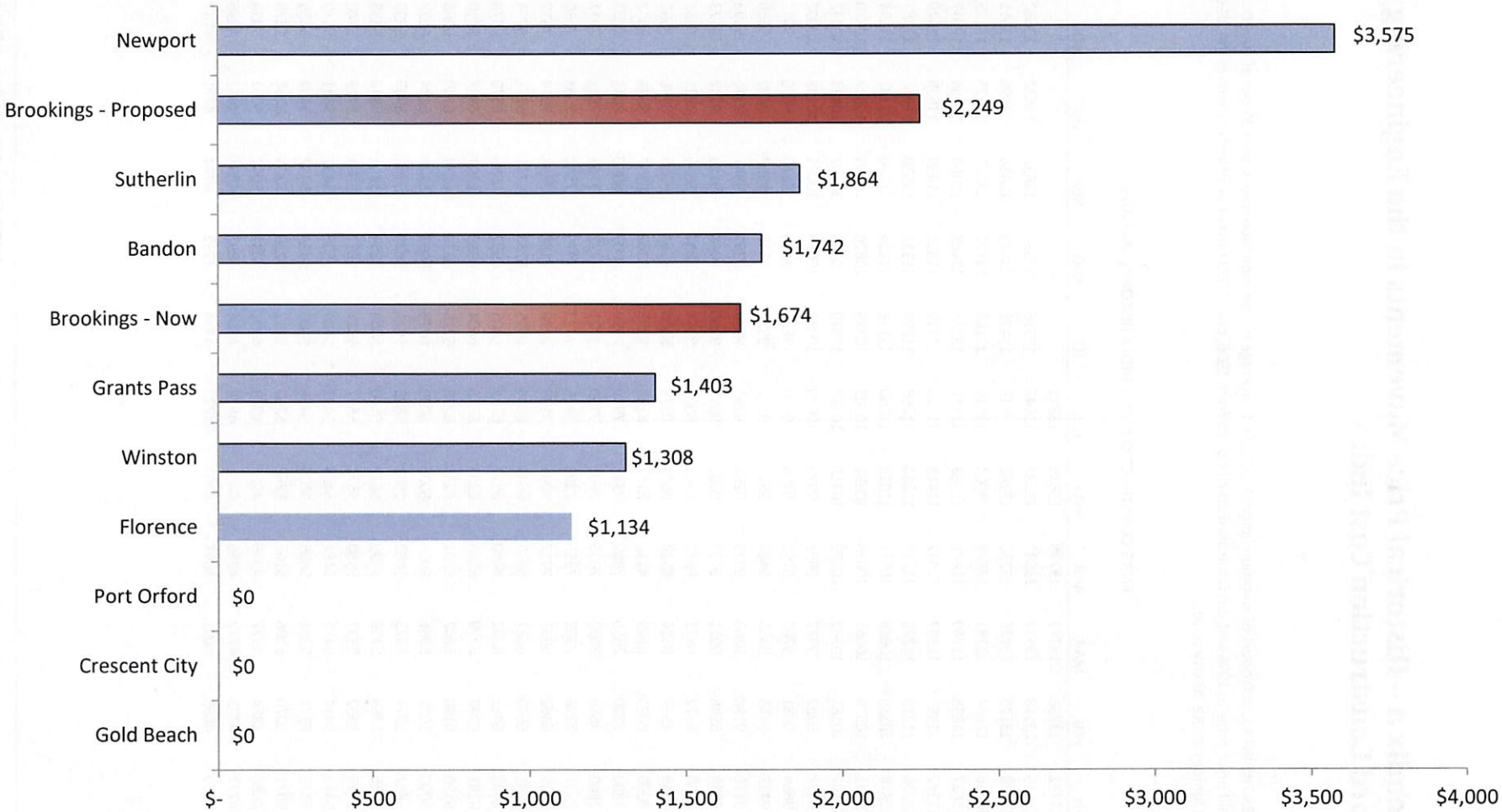
* No ITE PM peak hour trip generation for this code/category, the trip generation shown is ITE weekday average divided by ten.

Source: ITE, Trip Generation Manual, 11th edition
PM peak vehicle trips expressed in trip ends on a weekday, peak hour of adjacent street traffic, one hour, between 4:00 pm and 6:00 pm unless otherwise noted

Transportation SDCs in Neighboring Communities

Shown below in Figures 6 is a chart that compares the current and proposed transportation SDC for a single-family customer in Brookings to the same charge in similar communities.

Figure 6 - Neighboring Communities' transportation SDCs (Detached Single Family) June 2025



Appendix A – Historical Price Movements in the Engineering News Record Construction Cost Index

HOW ENR BUILDS THE INDEX: 200 hours of common labor at the 20-city average of common labor rates, plus 25 cwt of standard structural steel shapes at the mill price prior to 1996 and the fabricated 20-city price from 1996, plus 1.128 tons of portland cement at the 20-city price, plus 1,088 board ft of 2 x 4 lumber at the 20-city price.

ENR'S CONSTRUCTION COST INDEX HISTORY (1990-2025)

YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG.	Annual Percent Change
2025	13732	13766	13783	13798	13839	13871								
2024	13515	13518	13532	13532	13532	13547	13556	13594	13632	13632	13632	13632	13571	1.60%
2023	13175	13176	13176	13230	13288	13345	13425	13473	13486	13498	13511	13515	13358	2.70%
2022	12556	12684	12791	12899	13004	13111	13167	13171	13173	13175	13175	13175	13007	7.07%
2021	11627	11698	11749	11849	11989	12112	12237	12463	12464	12464	12647	12482	12148	5.95%
2020	11392	11396	11397	11412	11418	11436	11439	11455	11499	11539	11579	11626	11466	1.46%
2019	11206	11213	11228	11228	11230	11268	11293	11311	11539	11326	11381	11381	11300	2.16%
2018	10878	10889	10959	10971	11013	11069	11116	11124	11170	11183	11184	11186	11062	3.04%
2017	10531	10559	10667	10678	10692	10703	10789	10826	10823	10817	10870	10873	10736	3.84%
2016	10132	10181	10242	10279	10315	10337	10379	10385	10403	10434	10442	10530	10338	3.02%
2015	9972	9962	9972	9992	9975	10039	10037	10039	10065	10128	10092	10152	10035	2.33%
2014	9664	9681	9702	9750	9796	9800	9835	9846	9870	9886	9912	9936	9807	2.72%
2013	9437	9453	9456	9484	9516	9542	9552	9545	9552	9689	9666	9668	9547	2.56%
2012	9176	9198	9268	9273	9290	9291	9324	9351	9341	9376	9398	9412	9308	2.63%
2011	8938	8998	9011	9027	9035	9053	9080	9088	9116	9147	9173	9172	9070	3.08%
2010	8660	8672	8671	8677	8761	8805	8844	8837	8836	8921	8951	8952	8799	2.67%
2009	8549	8533	8534	8528	8574	8578	8566	8564	8586	8596	8592	8641	8570	3.13%
2008	8090	8094	8109	8112	8141	8185	8293	8362	8557	8623	8602	8551	8310	4.30%
2007	7880	7880	7856	7865	7942	7939	7959	8007	8050	8045	8092	8089	7967	2.78%
2006	7660	7689	7692	7695	7691	7700	7721	7722	7763	7883	7911	7888	7751	4.10%
2005	7297	7298	7309	7355	7398	7415	7422	7479	7540	7563	7630	7647	7446	4.65%
2004	6825	6862	6957	7017	7065	7109	7126	7188	7298	7314	7312	7308	7115	6.28%
2003	6581	6640	6627	6635	6642	6694	6695	6733	6741	6771	6794	6782	6695	2.39%
2002	6462	6462	6502	6480	6512	6532	6605	6592	6589	6579	6578	6563	6538	3.09%
2001	6281	6272	6279	6286	6288	6318	6404	6389	6391	6397	6410	6390	6342	1.94%
2000	6130	6160	6202	6201	6233	6238	6225	6233	6224	6259	6266	6283	6221	2.67%
1999	6000	5992	5986	6008	6006	6039	6076	6091	6128	6134	6127	6127	6060	2.35%
1998	5852	5874	5875	5883	5881	5895	5921	5929	5963	5986	5995	5991	5920	1.64%
1997	5765	5769	5759	5799	5837	5860	5863	5854	5851	5848	5838	5858	5825	3.61%
1996	5523	5532	5537	5550	5572	5597	5617	5652	5683	5719	5740	5744	5622	2.76%
1995	5443	5444	5435	5432	5433	5432	5484	5506	5491	5511	5519	5524	5471	1.18%
1994	5336	5371	5381	5405	5405	5408	5409	5424	5437	5437	5439	5439	5408	3.78%
1993	5071	5070	5106	5167	5262	5260	5252	5230	5255	5264	5278	5310	5210	4.53%
1992	4888	4884	4927	4946	4965	4973	4992	5032	5042	5052	5058	5059	4985	3.10%
1991	4777	4773	4772	4766	4801	4818	4854	4892	4891	4892	4896	4889	4835	2.18%
1990	4680	4685	4691	4693	4707	4732	4734	4752	4774	4771	4787	4777	4732	

Report Criteria:
Report type: Summary

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Amount		Invoice GL Account	Invoice GL Account Title
10/25	10/22/2025	92118	6293	Grand Prize Promotions	150.23-	V	61-41-6030	Supplies - K9
10/25	10/01/2025	92202	6030	Hartwick Automotive LLC	637.28-	V	10-13-6015	Equipment Maintenance
10/25	10/27/2025	92547	1	Charlene Green	143.68-	V	20-00-2070	Deposits
10/25	10/27/2025	93052	5048	Brookings Harbor Medical Center	300.00-	V	25-31-6030	Operating Supplies
10/25	10/13/2025	93401	4	Edward Garnica	266.00-	V	10-00-2070	Deposits
10/25	10/13/2025	93486	4	Abigail Herrera	241.00-	V	10-06-4150	Capella Revenue
10/25	10/02/2025	94159	6359	Active 911 Inc	817.60		30-10-6135	Communications
10/25	10/02/2025	94160	5908	Amazon Capital Services	99.99		49-10-7030	Computer Hardware
10/25	10/02/2025	94161	5893	Austin Electric LLC	2,281.34		50-10-7025	Construction
10/25	10/02/2025	94162	5871	BALCO Uniform Co Inc	489.50		10-13-6025	Uniform Allowance
10/25	10/02/2025	94163	4788	Bureau of Labor and Industries	7,500.00		53-43-7026	Construction-USDA
10/25	10/02/2025	94164	5048	Brookings Harbor Medical Center	300.00		10-14-6085	Pre-employment screening
10/25	10/02/2025	94165	313	Brookings Vol Firefighters	2,250.00		10-14-6165	B.F.A. Services
10/25	10/02/2025	94166	5567	CAL/OR Insurance Agency	683.33		30-10-6115	Insurance/Bonds
10/25	10/02/2025	94167	6328	Canopy Wellbeing	66.00		10-14-6090	Contract Services
10/25	10/02/2025	94168	6031	Cascade Home Center	2,105.37		10-16-6030	Operating Supplies
10/25	10/02/2025	94169	5822	Chaves Consulting Inc	388.70		49-10-7030	Computer Hardware
10/25	10/02/2025	94170	5952	Chetco Auto Marine & Industrial Supply	9.99		20-21-6030	Operating Supplies
10/25	10/02/2025	94171	3834	Clean Sweep Janitorial Service	3,145.00		10-16-6060	Capella Expense
10/25	10/02/2025	94172	4882	Coastal Heating & Air	258.00		30-10-6040	Building Maintenance
10/25	10/02/2025	94173	5827	Coastal Investments LLC	960.00		10-19-6090	Contract Services
10/25	10/02/2025	94174	1745	Coastal Paper & Supply Inc	1,079.36		10-19-6030	Operating Supplies
10/25	10/02/2025	94175	5968	Coastline West Insulation Inc	3,248.05		50-10-7025	Construction
10/25	10/02/2025	94176	1740	Code Publishing Company Inc	439.75		10-12-6090	Contract Services
10/25	10/02/2025	94177	182	Coos-Curry Electric	11,464.70		10-16-6060	Capella Expense
10/25	10/02/2025	94178	182	Coos-Curry Electric Coop	2,934.75		10-19-6090	Contract Services
10/25	10/02/2025	94179	6078	Curry County Reporter	917.50		53-43-7026	Construction-USDA
10/25	10/02/2025	94180	1	Marshal Fronckowiak	223.76		20-00-2070	Deposits
10/25	10/02/2025	94181	1	Theron Fox	35.74		20-00-2070	Deposits
10/25	10/02/2025	94182	1	Brookings Grocery Outlet	182.79		20-00-2070	Deposits
10/25	10/02/2025	94183	1	Charee Hughes	9.00		20-00-2070	Deposits
10/25	10/02/2025	94184	5718	Don Kirk Construction Inc	397.99		50-10-7025	Construction
10/25	10/02/2025	94185	5432	First Community Credit Union	3,560.00		25-31-8010	Interest
10/25	10/02/2025	94186	298	Freeman Rock Inc	1,189.60		50-10-7025	Construction
10/25	10/02/2025	94187	4989	Gaylord Klinefelter Contracting Inc	2,400.00		50-10-7025	Construction
10/25	10/02/2025	94188	198	Grants Pass Water Lab	55.00		54-42-7025	Construction
10/25	10/02/2025	94189	5301	Gunners Sport Shop	640.00		10-13-6140	Handgun Purchases
10/25	10/02/2025	94190	6265	H&S Energy Group	4,612.02		10-13-6030	Operating Supplies
10/25	10/02/2025	94191	6227	Darryl Harmon	372.80		10-14-6090	Contract Services
10/25	10/02/2025	94192	6030	Hartwick Automotive LLC	1,084.69		20-21-6015	Equipment Maintenance
10/25	10/02/2025	94193	6106	Hastings Bulb Growers Inc	8,360.00		15-10-6090	Contract Services
10/25	10/02/2025	94194	328	Les Schwab Tire Center	2,574.58		10-15-6015	Equipment Maintenance
10/25	10/02/2025	94195	4269	Gary Milliman	325.00		10-11-6090	Contract Services
10/25	10/02/2025	94196	6296	Mountain View Fence	54,605.00		50-10-7025	Construction
10/25	10/02/2025	94197	6169	National Testing Network Inc	500.00		10-13-6030	Operating Supplies
10/25	10/02/2025	94198	329	New Hope Plumbing	2,500.00		50-10-7025	Construction
10/25	10/02/2025	94199	279	One Call Concepts Inc	26.18		25-31-6090	Contract Services
10/25	10/02/2025	94200	252	Paramount Pest Control	225.00		10-19-6090	Contract Services
10/25	10/02/2025	94201	4	Dorothy Anderson	300.00		10-00-2070	Deposits
10/25	10/02/2025	94202	4	Tyler Anderson	266.00		10-00-2070	Deposits
10/25	10/02/2025	94203	4	Justine Boone	266.00		10-00-2070	Deposits
10/25	10/02/2025	94204	4	Nia Jaco	250.00		10-06-4150	Capella Revenue
10/25	10/02/2025	94205	4	Miranda Kuzman	266.00		10-00-2070	Deposits

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Amount	Invoice GL Account	Invoice GL Account Title
10/25	10/02/2025	94206	4	Liz Nichols	266.00	10-00-2070	Deposits
10/25	10/02/2025	94207	4	Natalya Opsahl	266.00	10-00-2070	Deposits
10/25	10/02/2025	94208	4	Partnership for the Performing Arts	294.50	10-00-2070	Deposits
10/25	10/02/2025	94209	4	Travis Taylor	266.00	10-00-2070	Deposits
10/25	10/02/2025	94210	4	Timothy Tryon	266.00	10-00-2070	Deposits
10/25	10/02/2025	94211	4	Luke Waterman	300.00	10-00-2070	Deposits
10/25	10/02/2025	94212	4	Taelyr Whipple	266.00	10-00-2070	Deposits
10/25	10/02/2025	94213	322	Postmaster	1,250.00	25-31-6005	Office Supplies
10/25	10/02/2025	94214	6172	PowerDMS Inc	550.00	10-13-6035	Miscellaneous
10/25	10/02/2025	94215	5472	PSU - Center for Public Service	7,650.00	10-12-6065	Legal/Administration Services
10/25	10/02/2025	94216	6231	Billy R Reynolds	21.00	10-16-6120	Training/Travel
10/25	10/02/2025	94217	6346	Michael T Runge	176.00	10-14-6090	Contract Services
10/25	10/02/2025	94218	6229	Wayne E Sheffel Jr	176.00	10-14-6090	Contract Services
10/25	10/02/2025	94219	6264	Tradewind Signs LLC	10.00	10-19-6005	Office Supplies
10/25	10/02/2025	94220	5882	Jessica VanZelf	20.00	10-13-6120	Training/Travel
10/25	10/02/2025	94221	2863	Verizon Wireless	1,038.78	10-13-6135	Communications
10/25	10/02/2025	94222	861	Village Express Mail Center	56.94	10-13-6030	Operating Supplies
10/25	10/02/2025	94223	5980	Jennifer Wolf	528.00	10-14-6090	Contract Services
10/25	10/02/2025	94224	5992	Ziply Fiber	24.48	30-10-6135	Communications
10/25	10/02/2025	94225	4131	Zumar Industries Inc	875.71	15-10-6030	Operating Supplies
10/25	10/09/2025	94226	6326	Beacon Broadband Inc	401.00	10-16-6130	Utilities
10/25	10/09/2025	94227	4939	Bi - Mart Corporation	50.30	10-13-6030	Operating Supplies
10/25	10/09/2025	94228	5966	BNT Promotional Products	719.10	10-16-6175	Summer Recreation Program
10/25	10/09/2025	94229	5144	Tim Brush	91.47	20-21-6015	Equipment Maintenance
10/25	10/09/2025	94230	6146	CCD Business Development Corp	750.00	52-42-7025	Construction
10/25	10/09/2025	94231	185	Del Cur Supply	301.64	54-42-7025	Construction
10/25	10/09/2025	94232	1	Huston Witt	105.95	20-00-2070	Deposits
10/25	10/09/2025	94233	1	Trevor Maine	193.95	20-00-2070	Deposits
10/25	10/09/2025	94234	1	James Morrow	34.61	20-00-2070	Deposits
10/25	10/09/2025	94235	1	Gene & Patricia Schneider	107.01	20-00-2070	Deposits
10/25	10/09/2025	94236	1	Jordin Wellenbrock	48.03	20-00-2070	Deposits
10/25	10/09/2025	94237	6127	Ferguson Enterprises LLC #3325	297.56	20-21-6030	Operating Supplies
10/25	10/09/2025	94238	6030	Hartwick Automotive LLC	72.04	20-21-6015	Equipment Maintenance
10/25	10/09/2025	94239	6165	Stephanie Herzog	52.00	50-10-7020	Equipment-PW
10/25	10/09/2025	94240	5754	iFocus Consulting Inc	2,575.00	49-10-6090	Contract Services
10/25	10/09/2025	94241	6177	J & L Leasing	4,100.00	10-13-6030	Operating Supplies
10/25	10/09/2025	94242	5858	Jacobs Engineering Group Inc	21,027.15	53-43-7026	Construction-USDA
10/25	10/09/2025	94243	5858	Jacobs Engineering Group Inc	156,287.42	25-32-6090	Contract Services
10/25	10/09/2025	94244	5043	JB's Painting & Drywall LLC	14,320.00	50-10-7025	Construction
10/25	10/09/2025	94245	5976	Kellum's Floors & More	4,600.00	50-10-7025	Construction
10/25	10/09/2025	94246	5733	Thomas W Kerr	372.80	10-14-6090	Contract Services
10/25	10/09/2025	94247	3978	KLB Enterprises	67.50	20-21-6030	Operating Supplies
10/25	10/09/2025	94248	6065	Local Government Law Group PC	3,435.50	10-12-6065	Legal/Administration Services
10/25	10/09/2025	94249	6220	Keyya Malmberg	52.00	50-10-7021	Equipment - Police
10/25	10/09/2025	94250	4443	Napa Auto Parts-Golder's	71.47	25-31-6030	Operating Supplies
10/25	10/09/2025	94251	5390	O'Reilly Automotive Inc	49.98	10-16-6015	Equipment Maintenance
10/25	10/09/2025	94252	4	Breegan Deckys	266.00	10-00-2070	Deposits
10/25	10/09/2025	94253	4	Sylvia Joo	266.00	10-00-2070	Deposits
10/25	10/09/2025	94254	4	Devyn Poole	266.00	10-00-2070	Deposits
10/25	10/09/2025	94255	4	Marta Stangel	266.00	10-00-2070	Deposits
10/25	10/09/2025	94256	4	Emily Terrazas	266.00	10-00-2070	Deposits
10/25	10/09/2025	94257	6263	Phoebe Pereda	84.00	10-12-6120	Training/Travel
10/25	10/09/2025	94258	5101	Pitney Bowes Reserve Acct	500.00	10-19-6030	Operating Supplies
10/25	10/09/2025	94259	6233	Michelle Robidoux	52.00	50-10-7021	Equipment - Police
10/25	10/09/2025	94260	6281	Tim Rundel	84.00	10-12-6120	Training/Travel
10/25	10/09/2025	94261	6346	Michael T Runge	176.00	10-14-6090	Contract Services

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Amount	Invoice GL Account	Invoice GL Account Title
10/25	10/09/2025	94262	6229	Wayne E Sheffel Jr	176.00	10-14-6090	Contract Services
10/25	10/09/2025	94263	142	Tidewater Contractors Inc	407,560.08	54-42-7025	Construction
10/25	10/09/2025	94264	432	USA BlueBook	657.60	25-31-6030	Operating Supplies
10/25	10/09/2025	94265	5882	Jessica VanZelf	120.00	10-13-6120	Training/Travel
10/25	10/09/2025	94266	4734	Vestis Services LLC	120.00	10-19-6030	Operating Supplies
10/25	10/09/2025	94267	2122	Cardmember Service	23,764.75	10-14-6030	Operating Supplies
10/25	10/09/2025	94268	169	Waste Connections Inc	1,981.78	10-16-6090	Contract Services
10/25	10/09/2025	94269	169	Curry Transfer & Recycling Inc	660.42	54-42-7025	Construction
10/25	10/09/2025	94270	169	Curry Transfer & Recycling Inc	30.24	15-10-6130	Utilities
10/25	10/09/2025	94271	5980	Jennifer Wolf	528.00	10-14-6090	Contract Services
10/25	10/16/2025	94272	6038	Ray Branion	265.00	10-13-6120	Training/Travel
10/25	10/16/2025	94273	5070	Canon U.S.A. Inc	139.44	10-13-6030	Operating Supplies
10/25	10/16/2025	94274	6186	Jerit Carpenter	200.00	10-16-6030	Operating Supplies
10/25	10/16/2025	94275	193	Central Equipment Co Inc	1,198.45	10-16-6015	Equipment Maintenance
10/25	10/16/2025	94276	284	Day Management Corp	994.32	30-10-6090	Contract Services
10/25	10/16/2025	94277	6339	Garrett Hemann Robertson PC	240.00	10-12-6065	Legal/Administration Services
10/25	10/16/2025	94278	4357	Hemlock Street Properties LLC	1,170.00	10-13-6090	Contract Services
10/25	10/16/2025	94279	5976	Kellum's Floors & More	720.00	50-10-7025	Construction
10/25	10/16/2025	94280	5954	Morel Ink	285.54	10-19-6005	Office Supplies
10/25	10/16/2025	94281	3159	NorthCoast Health Screening	200.00	10-14-6085	Pre-employment screening
10/25	10/16/2025	94282	5584	Northwoods Overhead Door	2,485.00	50-10-7025	Construction
10/25	10/16/2025	94283	6122	Owens Pump & Equipment	15,802.34	52-42-7025	Construction
10/25	10/16/2025	94284	4	Edward Garnica	266.00	10-00-2070	Deposits
10/25	10/16/2025	94285	4	Abigail Herrera	241.00	10-06-4150	Capella Revenue
10/25	10/16/2025	94286	4	Brooke Arnold	266.00	10-00-2070	Deposits
10/25	10/16/2025	94287	4	Riley Lowery	300.00	10-00-2070	Deposits
10/25	10/16/2025	94288	4	Amanda Campau	266.00	10-00-2070	Deposits
10/25	10/16/2025	94289	4	Erin Cowan	266.00	10-00-2070	Deposits
10/25	10/16/2025	94290	4	Sierra Howell	266.00	10-00-2070	Deposits
10/25	10/16/2025	94291	4	Chase Wheatcroft	266.00	10-00-2070	Deposits
10/25	10/16/2025	94292	4	Hailey Ocacio	300.00	10-00-2070	Deposits
10/25	10/16/2025	94293	207	Quill Corporation	412.53	10-19-6005	Office Supplies
10/25	10/16/2025	94294	6346	Michael T Runge	176.00	10-14-6090	Contract Services
10/25	10/16/2025	94295	5996	San Diego Police Equipment Co Inc	1,430.00	10-13-6120	Training/Travel
10/25	10/16/2025	94296	6229	Wayne E Sheffel Jr	176.00	10-14-6090	Contract Services
10/25	10/16/2025	94297	5638	Guy Smith	193.00	20-21-6120	Training/Travel
10/25	10/16/2025	94298	6329	Sean Stevenson	265.00	10-13-6120	Training/Travel
10/25	10/16/2025	94299	5377	Andrew Stubbs	372.80	10-14-6090	Contract Services
10/25	10/16/2025	94300	432	USA BlueBook	132.98	20-21-6030	Operating Supplies
10/25	10/16/2025	94301	861	Village Express Mail Center	14.92	10-13-6030	Operating Supplies
10/25	10/16/2025	94302	169	Waste Connections Inc	145.00	61-41-6038	Range Maintenance
10/25	10/16/2025	94303	5980	Jennifer Wolf	352.00	10-14-6090	Contract Services
10/25	10/16/2025	94304	5992	Ziply Fiber	490.43	30-10-6135	Communications
10/25	10/23/2025	94305	5070	Canon U.S.A. Inc	489.10	10-15-6030	Operating Supplies
10/25	10/23/2025	94306	193	Central Equipment Co Inc	282.07	15-10-6015	Equipment Maintenance
10/25	10/23/2025	94307	5842	Century West Engineering Corp	7,260.00	33-10-7025	Construction
10/25	10/23/2025	94308	6360	Coastal Rehabilitation & Wellness	105.00	10-14-6085	Pre-employment screening
10/25	10/23/2025	94309	6205	James Crafton	306.00	20-21-6120	Training/Travel
10/25	10/23/2025	94310	6078	Curry County Reporter	131.25	25-31-6030	Operating Supplies
10/25	10/23/2025	94311	575	Dell Marketing L.P.	4,446.32	49-10-7030	Computer Hardware
10/25	10/23/2025	94312	6361	Jason E Dimmick	372.80	10-14-6090	Contract Services
10/25	10/23/2025	94313	2640	Dyer Partnership	38,643.94	52-42-7025	Construction
10/25	10/23/2025	94314	2186	Ferguson Waterworks #3011	8,168.36	20-21-7020	Equipment
10/25	10/23/2025	94315	5078	Geotechnical Resources Inc	3,862.50	54-42-7025	Construction
10/25	10/23/2025	94316	6293	Grand Prize Promotions	150.23	61-41-6030	Supplies - K9
10/25	10/23/2025	94317	6265	H&S Energy Group	2,770.63	10-13-6030	Operating Supplies

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10/25	10/23/2025	94318	1130	H.D. Fowler	1,409.87	20-21-6030	Operating Supplies
10/25	10/23/2025	94319	4980	iSecure Inc	36.30	10-12-6090	Contract Services
10/25	10/23/2025	94320	3978	KLB Enterprises	915.84	15-10-6015	Equipment Maintenance
10/25	10/23/2025	94321	202	League of Oregon Cities	100.00	10-12-6120	Training/Travel
10/25	10/23/2025	94322	4487	Net Assets Corporation	270.00	10-12-6090	Contract Services
10/25	10/23/2025	94323	329	New Hope Plumbing	167.00	10-16-6090	Contract Services
10/25	10/23/2025	94324	5008	Online Information Services	133.94	10-12-6090	Contract Services
10/25	10/23/2025	94325	6202	Oregon Water Resources Dept	1,685.00	10-12-6065	Legal/Administration Services
10/25	10/23/2025	94326	4	Audrey Byrd	300.00	10-00-2070	Deposits
10/25	10/23/2025	94327	4	Benjamin Matz	300.00	10-00-2070	Deposits
10/25	10/23/2025	94328	4	Seani Pendarvis	300.00	10-00-2070	Deposits
10/25	10/23/2025	94329	4	Anthony Michalski	266.00	10-00-2070	Deposits
10/25	10/23/2025	94330	6346	Michael T Runge	176.00	10-14-6090	Contract Services
10/25	10/23/2025	94331	6350	Sensiba LLP	35,000.00	10-12-6080	Audit Services
10/25	10/23/2025	94332	6229	Wayne E Sheffel Jr	176.00	10-14-6090	Contract Services
10/25	10/23/2025	94333	5979	LeeAnn Spring Sheffel	156.00	10-14-6090	Contract Services
10/25	10/23/2025	94334	5980	Jennifer Wolf	704.00	10-14-6090	Contract Services
10/25	10/23/2025	94335	5992	Ziply Fiber	1,193.34	25-31-6135	Communications
10/25	10/30/2025	94336	5048	Brookings Harbor Medical Center	300.00	25-31-6030	Operating Supplies
10/25	10/30/2025	94337	6039	Business Oregon	166,819.98	45-10-8010	Interest Payments
10/25	10/30/2025	94338	5305	Carrot-Top Industries, Inc.	167.05	10-19-6005	Office Supplies
10/25	10/30/2025	94339	3834	Clean Sweep Janitorial Service	2,880.00	10-16-6060	Capella Expense
10/25	10/30/2025	94340	182	Coos-Curry Electric	10,908.34	10-16-6060	Capella Expense
10/25	10/30/2025	94341	5939	Curry Coastal Pilot	260.00	10-19-6030	Operating Supplies
10/25	10/30/2025	94342	1	Charlene Green	143.68	20-00-2070	Deposits
10/25	10/30/2025	94343	2186	Ferguson Waterworks #3011	3,193.42	20-21-7020	Equipment
10/25	10/30/2025	94344	298	Freeman Rock Inc	349.87	15-10-6030	Operating Supplies
10/25	10/30/2025	94345	6348	Deyanira Gracian	156.00	10-14-6090	Contract Services
10/25	10/30/2025	94346	1130	H.D. Fowler	550.20	20-21-6030	Operating Supplies
10/25	10/30/2025	94347	6227	Darryl Harmon	372.80	10-14-6090	Contract Services
10/25	10/30/2025	94348	5860	Lane Council of Governments	267.50	10-15-6090	Contract Services
10/25	10/30/2025	94349	4901	Mountain View Paving, Inc	4,705.00	15-10-6060	Street Maintenance
10/25	10/30/2025	94350	699	Oregon Dept of Transportation	2,800.00	15-10-6030	Operating Supplies
10/25	10/30/2025	94351	4	Kaitlyn Dyer	266.00	10-00-2070	Deposits
10/25	10/30/2025	94352	4	Aaron Hipolito	250.00	10-06-4150	Capella Revenue
10/25	10/30/2025	94353	4	Makayla Peterson	250.00	10-06-4150	Capella Revenue
10/25	10/30/2025	94354	207	Quill Corporation	124.20	10-19-6005	Office Supplies
10/25	10/30/2025	94355	6346	Michael T Runge	176.00	10-14-6090	Contract Services
10/25	10/30/2025	94356	6350	Sensiba LLP	3,800.00	75-10-6090	Contract Services
10/25	10/30/2025	94357	6229	Wayne E Sheffel Jr	176.00	10-14-6090	Contract Services
10/25	10/30/2025	94358	612	Strahm's Sealcoat & Striping	500.00	75-10-7025	Construction
10/25	10/30/2025	94359	2863	Verizon Wireless	1,039.04	10-13-6135	Communications
10/25	10/30/2025	94360	5980	Jennifer Wolf	528.00	10-14-6090	Contract Services
Grand Totals:					1,128,795.97		

M = Manual Check, V = Void Check

Dated: _____

Mayor: _____

City Council: _____

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City Recorder: _____

Report Criteria:
Report type: Summary

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