City Council Meeting Agenda

Monday, September 12, 2016, 7:00 PM

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

1. Call To Order

2. Pledge Of Allegiance

3. Roll Call

4. Ceremonies/Appointments/Announcements

   a. Supreme Emblem Week Proclamation

      Documents:

      EMBLEM PROCLAMATION.PDF

   b. September Yard Of The Month

      - Best Residential - Dale Weckesser, 716 2nd St.
      - Best Commercial - Ambiance by the Sea, 530 Hemlock St.

   c. Re-Appoint Bryan Tillung To Planning Commission

      Documents:

      TILLUNG PC APPLICATION.PDF

5. Public Hearings/Final Orders/Ordinances/Resolutions

   a. Legislative Public Hearing In The Matter Of LDC-2-16, For Consideration Of Revisions To Allow Approval Of A One Room Bed And Breakfast With A Home Occupation Permit.
      ADVANCE PACKET

   b. Ordinance 16-O-762 Amending Section 17.104.030 Of Chapter 17.104, Home Occupations And Amending Section 17.124 Specific Standards Applying To Conditional Uses, Title 17, Land Development Code, Of The Brookings Municipal Code
      ADVANCE PACKET

   c. Water Sales Outside City Service Area

      Documents:

      WATER SERVICE. CAR.PDF
      WATER SERVICE.ATT.A.RES 16-R-1091.PDF
      WATER SERVICE.ATT.B.7-13-15 CAR.PDF
      WATER SERVICE.ATT.C.BK AND DROUGHT.PDF
      WATER SERVICE.ATT.D.AGREEMENT.PDF
      WATER SERVICE.ATT.E.BMC.PDF

6. Public Comments
   Public Comments on non-agenda items − 5 minute limit per person.*

7. Staff Reports

   a. Inflow And Infiltration Contract

      Documents:

INFLOW INFILTRATION CONTRACT. CAR.PDF
INFLOW INFILTRATION CONTRACT.ATT.A.BID ABSTRACT.PDF

b. Easy Street Sidewalk Contract

Documents:

EASY ST CONTRACT. CAR.PDF
EASY ST CONTRACT.ATT.A.DYER LETTER.PDF

c. Tourism Promotion Advisory Committee (TPAC) Funding For Oktoberfest

Documents:

OKTOBERFEST FUNDING. CAR.PDF
OKTOBERFEST FUNDING.ATT.A.PROPOSAL.PDF

d. TPAC Funding For “101 Things To Do” Magazine Advertising

Documents:

TPAC FUNDING 101 THINGS AD. CAR.PDF
TPAC FUNDING 101 THINGS AD.ATT.A.RATE SHEET.PDF

e. Wild Rivers Music Festival Event Evaluation

Documents:

WILD RIVERS FEST EVAL. CAR.PDF
WILD RIVERS FEST EVAL.ATT.A.REPORT.PDF

f. Beat The Brewers Event Evaluation

Documents:

BREWERS EVENT EVAL. CAR.PDF
BREWERS EVENT EVAL.ATT.A.REPORT.PDF

g. Use Of Marijuana Tax Proceeds

Documents:

MJ TAX PROCEEDS. CAR.PDF

8. Consent Calendar

1. Approve Council minutes for August 22, 2016
2. Accept TPAC minutes for July 28, 2016
3. Receive monthly financial report for July 2016

Documents:

1.8-22-16 MINUTES.PDF
2.7-28-16 TPAC MINUTES.PDF
3.JULY FINANCIALS.PDF

9. Informational Non-Action Items

1. August 2016 Vouchers

Documents:

AUGUST VOUCHERS.PDF

10. Remarks From Mayor And Councilors

11. Adjournment

*Obtain Public Comment Forms and view the agenda and packet information on-line at www.brookings.or.us, at City Hall and at the local library. Return completed Public Comment Forms to the City Recorder before the start of meeting or during regular business hours.

All public meetings are held in accessible locations. Auxiliary aids will be provided upon request with at least fourteen days advance notification. Please contact 469-1102 if you have any questions regarding this notice.

City of Brookings
Proclamation

WHEREAS, the members of the Supreme Emblem Club of the United States of America, in promulgating community service, have actively engaged in seeking out the worthy and the needy in every community; and

WHEREAS, their assistance and guidance to young men and women is evidenced by great numbers of scholarships, assuring the advanced education of the deserving; and

WHEREAS, the requirements of those who have special needs are considered and fulfilled insofar as can be; and

WHEREAS, the members are vitally concerned with the immediate and permanent needs of those placed in stress by reason of flood, quake, hurricane, and other disasters of nature; and

WHEREAS, these are dedicated to the principle of philanthropic endeavor; and

WHEREAS, be it resolved that the deeds of dedicated, charitable members of the Supreme Emblem Club of the United States of America be recognized;

NOW, THEREFORE, I, Ron Hedenskog, Mayor of the City of Brookings, Oregon, do hereby proclaim the week of September 12th, 2016, as

National Emblem Club Week

In Witness Whereof,

I, Mayor Ron Hedenskog, do hereto set my hand and cause the official seal of the City of Brookings, Oregon, to be affixed this 12th day of September, 2016.

Ron Hedenskog

Mayor Ron Hedenskog

CITY OF BROOKINGS

AUG 3 2 2016

RECEIVED TD

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

APPLICATION TO SERVE ON A CITY OF BROOKINGS COMMISSION, COMMITTEE OR BOARD

PART I. Contact Information:

Name: BRYAN TILLUNG Date: 8/23/2016

Physical Address: 7173 VISTA RIDGE DRIVE, BROOKINGS, OR 97415

Mailing Address: PO BOX 5909, BROOKINGS, OR 97415

Email Address: btillung@gmail.com Phone: 541-254-1973

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

1. Commission/Committee applying for:	Composition **(i)**	Term **(ii)**
☒ Planning Commission/Commission for Citizen Involvement **(iii)**	5 Electors, 2 UGB	4 yrs
☐ Budget Committee	5 Electors	3 yrs
☐ Parks and Recreation Commission	4 Residents, 1 UGB	2 yrs
☐ Public Art Committee (PAC) **(iii)**	3 Residents, 2 UGB	3 yrs
☐ Traffic Safety Committee	2 Residents	2 yrs
☐ Tourism Promotion Advisory Committee (TPAC) **(iii)**	4 Residents, 3 Curry	3 yrs
☐ Other (please specify):		

2. City residents: How long have you lived in the City of Brookings? 10/09 (yrs/mths)

Planning & Budget Applicants Only: Are you a City elector (registered voter)? ☒ Yes ☐ No

3. UGB residents: How long have you lived in the UGB?: _____ (yrs/mths)

4. What is your *current* occupation? REAL ESTATE BROKER / REMAX

NOTES:

(i) *Membership requirements:*

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

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

(iii) *Other restrictions:*

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

PART III. Background Information : *Attach additional pages if needed:*

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

MEMBER (PAST) ON THE 'URBAN RENEWAL ADVISORY COMMISSION.

PLANNING COMMISSION - 6/2011 to 7/2016

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

1) 2013 PRESIDENT - CURRY COUNTY BOARD OF REALTORS
2) 2013 PRESIDENT - ROTARY
3) MEMBER OF THE CHAMBER OF COMMERCE
4) INITIATOR AND COMMITTEE MEMBER OF THE NEW "WELCOME TO BROOKINGS" SIGN NORTH OF TOWN
5) RETIRED BROOKINGS FIRE FIRST RESPONDER
6) CHAIR PRESIDENT OF THE "AZALEA LIGHTS FESTIVAL FOR 2 SEASONS
7) RADIO PERSONALITY HOST (KCIW 100.7 FM) "REAL ESTATE TODAY" "HERE COMES TROUBLE"
8) JUST AN ALL-AROUND GREAT GUY / VOLUNTEER!

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

HAVING A VOICE IN THE DECISION MAKING ON LOCAL ISSUES AND BEING ABLE TO BETTER SERVE MY COMMUNITY AS A CONCERNED CITIZEN.

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

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

BRYAN TILLUNG

Applicant (print name)

Bryan Tillung

Applicant's Signature

8/23/2016

Date

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

Submit completed applications by mail or in person to the City Recorder, 898 Elk Drive, Brookings, OR 97415. Regular City business hours are 9:00am – 4:30pm, Monday–Friday.

Commission and Committee contact information:

Planning Commission: 541-469-1137 dcolbyhanks@brookings.or.us

Budget Committee: 541-469-1123 jhoward@brookings.or.us

Parks and Recreation Commission, Public Art Committee, Tourism Promotion Advisory Committee and Traffic Safety Committee: 541-469-1103 lziemer@brookings.or.us

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: September 12, 2016

Originating Dept: City Manager

Signature (submitted by)

City Manager Approval

Subject: Resolution 16-R-1091 re: Water Sales Outside City Service Area

Background/Discussion:
For a third consecutive year, the City has received a request from the Harbor Water District and others to sell drinking water for delivery outside of the City of Brookings water service area. These requests have been prompted by saltwater intrusion into the Harbor Water District intake system and continuing drought conditions.

Curry County declared a drought emergency in 2015 after which the City Council adopted Resolution 15-R-1067 establishing a policy for responding to drought emergency. A key element of this Resolution was that the County is the principal local agency responsible for organizing the response to a drought emergency. Individual water users in the unincorporated area were referred to the County for assistance. The City did provide drinking water for the Harbor Water District through its contractor, A+ Water Company.

Curry County did not enact a drought emergency in 2016 and, according to County Counsel, the 2015 drought emergency declaration expired. Thus a modification of the City policy is needed.

Additionally, as this has become a recurring issue, it is appropriate for the City to begin a discussion concerning a longer term policy. According to A+ Water many of their customers are located both outside the City Limits and outside the Urban Growth Area. Does the City wish to become the seasonal water purveyor for the southern Curry County unincorporated area? What action is being taken by Harbor Water District and the County to address what appears to be an ongoing water supply issue in the unincorporated area? Should the City exercise leadership to develop partnerships in addressing this matter, or should we focus on providing adequate service only to City system water customers? Are water shortages an issue being addressed in County land use policy decisions?

The impact of the City selling water for hauling at current levels is diminimus to the overall amount of consumption. We have confirmed in consultation with special water rights legal counsel Martha Pagel that supplying water outside of the City system in the current matter is not matter of water rights concern. Attached is a 2015 report entitled "Brookings and the Drought" prepared by the professional engineer who developed the City's latest water master plan.

An associated question is: if the City wishes to continue to provide potable water service beyond the scope of its distribution system, how will this be accomplished? At its meeting of August 22, 2016, the City authorized the City Manager to enter into water purchase agreements with three parties: the Harbor Water District (a public agency), A+ Water Company (a private water hauler

contractor) and Wiley Swearingen (a private homeowner). In each case, the City developed a separate contract agreement with the party receiving water, set up a customer account and designated a specific fire hydrant and meter for the customers use. A separate meter for each customer is important to verify which contracting party is taking water for billing purposes. The City only has a limited number of meters; the cost of a hydrant meter is $1,250. It would be costly for the City to set up meters for multiple individual customers.

This matter was discussed at the City Council Workshop of September 7. At that time the City Manager recommended that the sale of water for hauling to customers outside of the City service area only be made to the Harbor Water District and other certified water haulers, and not to individual customers. Staff has developed the attached Resolution establishing a policy for such water sales.

There is only one customer currently receiving water under a Temporary Bulk Water Purchase Agreement that would not qualify under the new policy. Staff recommends that that customer be allowed to continue to purchase water under the existing Agreement until November 1, 2016.

Attachment(s):

a. Resolution 16-R-1091
b. Council Agenda Report July 13, 2015
c. Brookings and the Drought
d. Water Purchase Agreement
e. BMC sections relating to contract sale of water

CITY OF BROOKINGS
STATE OF OREGON

RESOLUTION 16-R-1091

A RESOLUTION OF THE CITY OF BROOKINGS ADOPTING A WATER SALES POLICY.

Whereas, the City provides water service to 3,340 regular customers connected through City-owned meters to the City water system, approximately 329 of said customers being located outside of the City Limits. Together, said City water customers within the City Limits and outside the City Limits are City Water Service Customers; and

Whereas, the City source of supply was designed and has proven to be resilient to low flow events, with the source being a Ranney Collector system drawing from the groundwater aquifer located below the Chetco River; and

Whereas, the City has a water storage capacity of 3,628,600 gallons, which is equal to approximately two days of peak day demand and four days of average day demand; and

Whereas, drought conditions persist in Curry County and the City has received requests from Harbor Water District and others to purchase water for hauling to locations where said potable water can be provided to greater Brookings Harbor residents who are experiencing water shortages or water quality issues.

Now, Therefore Be It Resolved that the City Council of the City of Brookings does hereby find, determine and direct as follows:

1. A drought conditions to persist in Curry County.

2. Resolution 15-R-1067 is hereby repealed.

    a. The City Manager is authorized to enter into Temporary Bulk Water Purchase Agreements with the Harbor Water District and such private parties who are in the business of providing delivery of potable water outside the City water service area.
    b. It is the intent of the City to provide access to municipal water during periods of water shortage (whether due to salt water intrusion, drought, dry wells, or similar situations) for Customer or Customer's clientele. Customer shall certify that the water to be purchased by Customer will be used only for alleviating water shortage conditions and for no other purpose.
    c. The purchase price of municipal bulk water shall be the City's Fire Hydrant rate of $5.10 per 100 cu.ft., which may be amended by the City Council from time to time.
    d. Customer will obtain municipal bulk water from the fire hydrant assigned and from no other location; the assigned fire hydrant is fitted with one or more meters. One fire hydrant meter will be assigned to Customer upon establishing an account with the City. Customer will provide its own padlock

and key for the assigned fire hydrant meter. Customer will be responsible for payment for all water distributed through the assigned fire hydrant meter. The meter will be read monthly and Customer will be billed according to actual use rounded to the nearest cubic foot.

e. Prior to assigning a fire hydrant meter to Customer, the City shall inspect each water truck or water transport container to ensure that an appropriate air gap has been installed to protect the City's water system from backflow. If the appropriate air gap has not been installed, then the City may refuse the sale of water to Customer. If at any time Customer utilizes a different water truck or water container, the City may require that the new apparatus be inspected as well. The minimum capacity of water tankers used to transport water purchased under this policy shall be 1000 gallons.

f. Any Temporary Bulk Water Purchase Agreement shall automatically terminate upon the City's implementation of Water Curtailment Grade 2 – Limited Water Restrictions per Brookings Municipal Code Section 13.05.250. The Agreement will be temporary in nature and may be terminated at any time by the City upon written notice to Customer.

3. The amount of water being diverted from the Chetco River is approximately 1.0 per cent of the total river flow.

4. City Water Service Customers have already taken action to reduce consumption, with average residential use having been reduced by over 40 per cent...from 133 gallons per day to 77.8 gallons per day, since 2000.

5. The City has made improvements to its water system to reduce its unaccounted-for water use to less than 10 per cent.

6. The City Manager is directed to coordinate with Curry County in responding to incidents resulting from the drought emergency. Such response may include:

   a. Providing water to other public water systems within Curry County.

   b. Providing water to residents of Curry County who are not City Water Service Customers.

   c. Wildfire response.

   All such actions shall be in response to a request for assistance received from Curry County.

Be it therefore further resolved that this Water Sales Policy shall remain in effect until such time as the City Council deems it is no longer necessary.

Passed by the City Council _____, 2016 ; effective the same date.

Attest:

_____

Mayor Ron Hedenskog

_____

City Recorder Teri Davis

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: July 13, 2015

Originating Dept: City Manager

Signature (submitted by)

City Manager Approval

Subject: Resolution Establishing City Policy for Responding to Drought Emergency

Recommended Motion:
Adopt Resolution 15-R-1067, adopting a Drought Response Policy.

Financial Impact:
Unknown at this time.

Background/Discussion:
The Curry County Board of Commissioners has adopted a Resolution declaring an emergency and requesting the Governor to declare a State of Emergency in Curry County due to drought conditions. Chetco River water flows are reportedly at historic lows for this time of year. Water withdrawal by the City has not met the established criteria for undertaking voluntary or mandatory water curtailment. The City is exploring alternative water sources of supply and storage.

Staff is seeking policy direction with respect to responding to the drought. To this end, staff has prepared a draft Resolution which:

1. Acknowledges the existence of a drought.
2. Defines who City water customers are.
3. Directs the City to work with the County in responding to emergency water requests from non-City water customers.
4. Provides summary information concerning the City's water source of supply and usage.
5. Acknowledges that City water customers have already reduced consumption by 40 per cent in the last 15 years.
6. Calls for voluntary conservation and directs the City to undertake conservation measures, including leak detection surveys.
7. Directs the City Manager to explore and pursue alternatives to increasing water storage and developing additional drought-resilient sources of supply.

The City has adopted a two-part "trigger" criteria for activating its water curtailment program. One of the criteria is the flow of water in the Chetco River; that trigger being 100 cfs for voluntary conservation and 80 cfs for mandatory curtailment. This first criterion has been met. However, the second criterion is the amount of water the City withdraws from its Ranney collector at the Chetco River; that criterion is 4.5 cfs. This second criteria has not been met as the City's peak day demand in 2015 was 2.7 cfs on May 22.

The County is the lead agency in coordinating the local drought response. The City has received a number of inquiries from homeowners in the area whose private wells have gone dry about purchasing water from the City. In the past, the City has sold water to individuals and a local water hauler business. Last year, the City sold water to a local water hauler for delivery to Harbor Water customers after the Harbor Water District experienced salt water intrusion into their system. We also recently learned that Harris Beach State Park has provided City-supplied water to unincorporated area residents. Inasmuch as the County has declared that drought conditions exist in Curry County and has declared a drought emergency, the City Manager recommends that all such requests for emergency water be coordinated through the County Emergency Manager.

The City has contracted with Civil West Engineering to undertake an alternative water source study. This report with recommendations is due in October. However, staff has requested an advance cost estimate on one project which may be included in the City's National Disaster Resilience Competition proposal due in September. This project involves the reactivation of the City's "old" water source of supply on the Chetco River. The City abandoned this location in 1989 after salt water intrusion was detected, but the City still has a water right at this location for 6.0 cfs. The concept for this project is to pump water from a Ranney collector for storage at an expanded Ferry Creek Reservoir. The estimated capacity of the existing reservoir is 12 million gallons. Civil West has provided several conceptual alternatives for expanding the capacity of the reservoir to 49 million gallons. Cost estimates are preliminary at this time; in the $7 million range. With an average day demand of 900,000 gallons, this project could increase the City's storage capacity from about four days to about 40 days.

Civil West President Garrett Pallo has prepared an article at the City's request entitled "Brookings and the Drought." This article which notes that the City's water system is quite drought resilient, but also expresses caution with respect to future, has been posted on the City's website and has been provided to the Curry Coastal Pilot. It is quite informative and the City may wish to distribute it as widely as possible to City water customers and others.

The City Manager has also initiated discussion with representatives of Humboldt State University and the University of Southern California who are developing a new saltwater desalination technology. A test plant is being developed at Humboldt Bay. The results of testing this new technology are not expected for two years. A group of researchers may travel to Brookings later this summer for a preliminary evaluation as to whether Brookings would be a good location for a prototype desalination plant. The new technology reportedly addresses both the environmental effects of discharging the salty brine and the high energy demand associated with desalination, both of which have made desalination an economically unfeasible option.

Attachment(s):

a. Resolution 15-R-1067
b. *Brookings and the Drought*
c. County Resolution
d. *Helping Communities Address Water Needs* article by Governor Brown
e. *Oregon's Water Resources* article by Tom Byler, Director, OWRD
f. *The Local Impact of Drought* article from Local Focus magazine
g. *Waste Not Want Not* article from *Local Focus* magazine
h. *Common Water Curtailment Practices for Cities*
i. Brookings Municipal Code Section 13.05.250
j. New desalination technology article
k. Letter from Dr. Amy Childress, University of Southern California

BROOKINGS and the DROUGHT

By: Garrett Pallo, P.E.

Many areas in the U.S. have been struggling with drought for some time. In recent years, western states, like Oregon, have struggled with drought conditions. With less than normal rain and snow fall, many Oregon community water suppliers are concerned. The Chetco Watershed, which supplies the City of Brookings municipal water supply, is no exception. The City of Brookings is well aware of this concern and has taken proactive steps, in recent years, to address and plan for the drought concerns on the southern Oregon coast.

Figure 1 – Overall map of the Chetco Watershed

The Chetco Watershed, as shown in Figure 1, drains into three rivers: the Chetco, Pistol and Winchuck Rivers. Overall, the total acreage of the watershed is 405,300 acres (633 square miles). Within the watershed is the Chetco River Sub-basin (see Figure 2), which drains only the Chetco River and is the main area of interest for Brookings residents. This sub-basin is approximately 352 square miles and the river itself is 56 miles long.

Based on a watershed assessment completed for the sub-basin, approximately 70% of the watershed is located at an elevation below 2,500 feet. The remaining 30% is located at elevations between 2,500-5,000 feet. This suggests that the majority of the watershed is supplied by rainwater and only 30% is supplemented by snow pack which typically occurs above 2,500 feet.

As of May 1, 2015, the mountain snowpack has melted across most of the Western U.S. Only specific areas of high elevation in the Rockies have retained any snowpack to provide for runoff in the coming months. This presents a problem for the Chetco River Basin, though the greater concern is the lack of rainfall which is the main source of water for the Chetco River.

In addition to understanding how water enters the river basin via rain and snow melt, it is important to understand how water exits the river. A significant amount of water leaves the river through evaporation, especially during the warmer and dry summer months. Still much more water exits the river through the natural process of infiltration into the surrounding soils, rock, and groundwater table one each side and below the river. How much water leaves the river through evaporation and infiltration is difficult to say, though it is significant compared to the amount of water that remains in the river to its terminus at the Pacific Ocean.

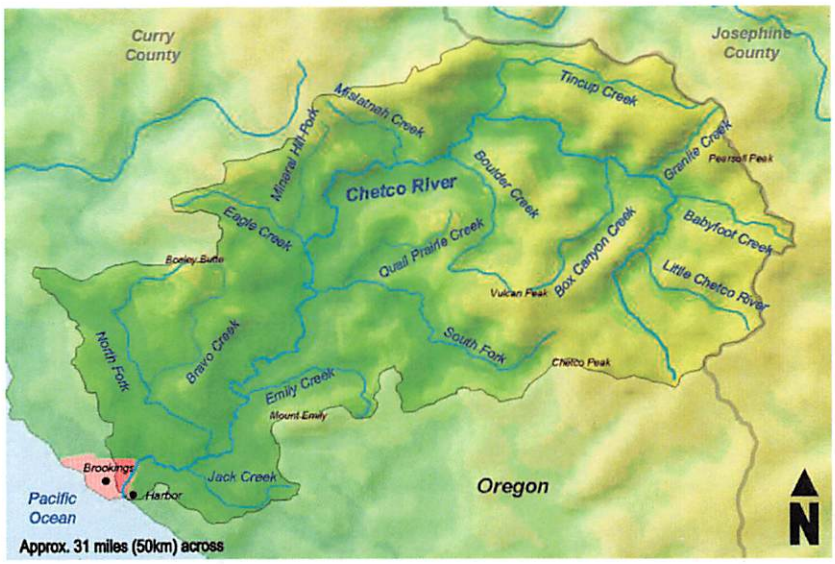


Figure 2 – Map of the Chetco Sub-basin within the Chetco Watershed

In addition to these natural processes that remove water from the river channel, there are many human-related water demands and diversions of river water. This includes water use for irrigation and agricultural purposes, private potable water systems, industrial water demands, and the municipal water demands at communities like the City of Brookings and the Harbor Water District. In addition to the natural water needs in the river for fish, wildlife, and vegetation, there are many other needs placed on the water flowing in the Chetco River.

The City of Brookings, as well as the Harbor Water District, each utilize water intakes known as Ranney Collectors. Ranney collectors are designed to withdraw water from the groundwater aquifer located below a river or lake through horizontal lateral screens. The water flows from the screens to a central well or caisson for pumping to water customers. The advantages of the Ranney style collector is that it does not withdraw water directly from the river and does not pose a threat to juvenile fish. Also, the water quality obtained by the Ranney collector is superior due to the natural filtration obtained from the gravels below the river. While the water diverted through the Ranney collector is, in fact, recharged by Chetco River water, the water is not removed

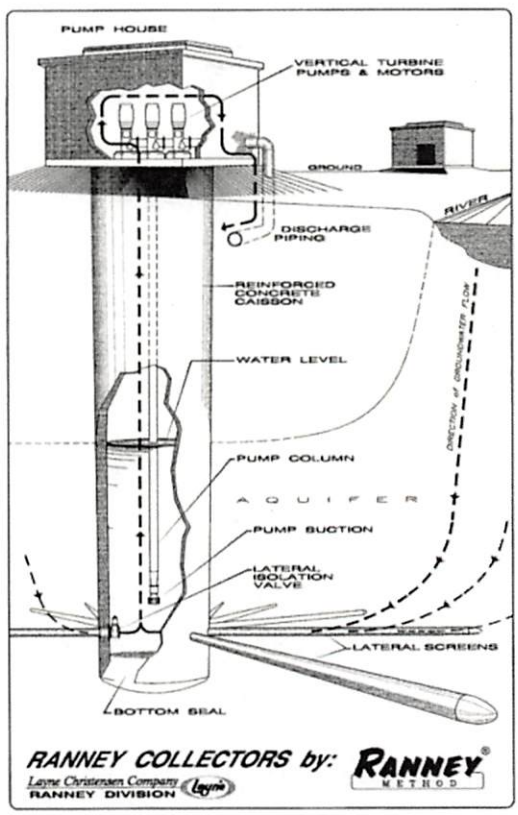


Figure 3 – Ranney Collector Schematic

directly from the river by tapping into the groundwater supplies located in the shallow aquifer beneath the river bottom.

River flows are regularly measured along the Chetco River. The river flows from June 5-11, 2015 are summarized in Figure 3, "7-day Record of Chetco River Flows". The chart shows the historical minimum flows along with the current minimum flows for each day listed. As shown on the graph, the recent river flows are below historical minimums.

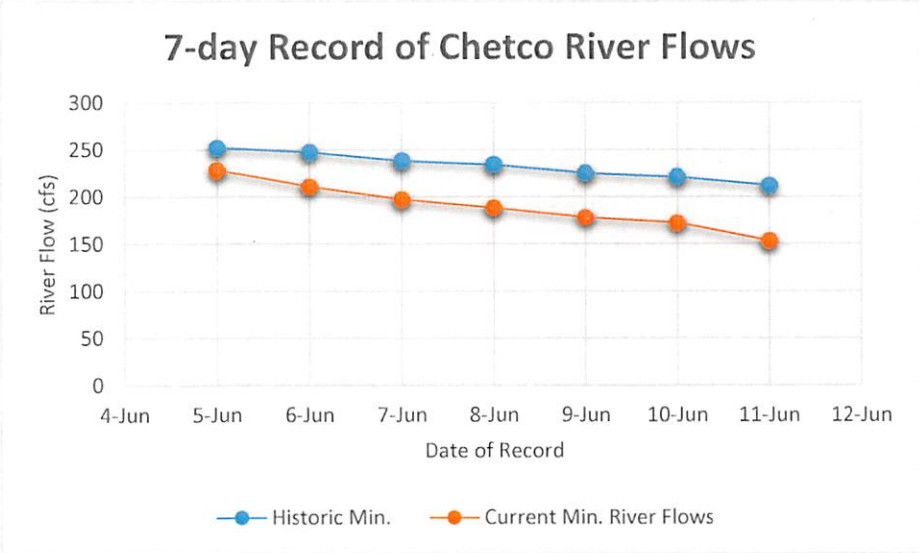


Figure 4 – Record of the Chetco River flows during a seven day period in 2015

While river levels are below historic low flow levels, it is important to recognize the proportional amount of water that the City of Brookings diverts compared to total river flows. Figure 4, "Total Chetco River Flow", shows that the average percentage of water diverted by the City during these drought conditions is approximately 1% of the total river flows.

Though the effects of the City's use of Chetco River water is negligible, the City is still responsible to make "beneficial use" of this water. This beneficial use is a requirement of the State Water Resources Department. With this in mind, the City has implemented water conservation and curtailment policies, while also maintaining and improving the water system in order to achieve the most beneficial use of all the water diverted from the Chetco River. This includes the implementation of conservation and curtailment planning.

The City's engineering consultant has been tasked with updating the Brookings Water Management and Conservation Plan. This update will bring current conservation measures in line with current water demands. This plan will

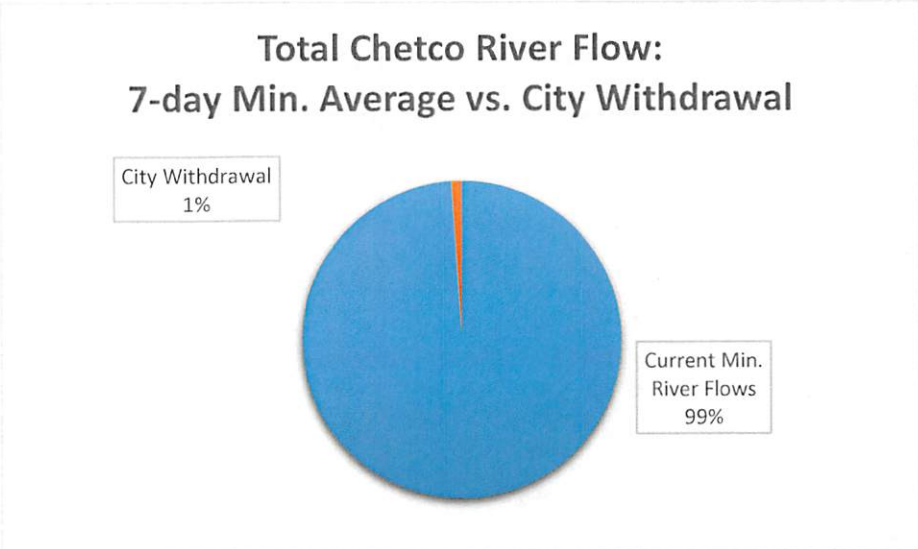


Figure 5 – Chart of the City of Brookings water withdrawal compared to total river flow

also include an updated water curtailment plan. The curtailment plan gives the City the tools they need to control water use within the City during drought conditions.

Currently, an alternative water supply study is also being prepared by the City's engineering consultant. This is a preemptive effort that will provide the City with options of how to supplement the existing water supply if the level of the Chetco River continues to decrease or other emergencies arise. This plan will provide recommendations for additional water storage, water supply and other solutions to ensure safe drinking water for Brookings residents.

The City has also taken proactive measures that reduce the amount of water diverted from the river. The City Public Works Department has made numerous improvements and repairs to the water system. The leak repair program, along with metering improvements, has reduced water loss levels from 20% in 2000 to less than 10% by 2012. In recent years actual consumption per resident has also decreased. Since 2000, average residential use has dropped over 40% from 133 gallons to 77.8 gallons. This consumption decrease has allowed the City to divert less water from the Chetco River.

As cities and counties around Oregon grapple with drought in their respective watersheds, it is evident that this concern is not localized to the City of Brookings. The City is working hard to reduce the amount of water they need to divert from the Chetco River and be responsible stewards of this precious natural resource.

CITY OF BROOKINGS

Temporary Bulk Water Purchase Agreement

This temporary bulk water purchase agreement ("Agreement") is hereby entered into by and between the City of Brookings, an Oregon municipal corporation (referred to as the "City") and the below identified water customer (referred to herein as "Customer") for the purchase of municipal water in bulk pursuant to the terms contained herein.

A. CUSTOMER INFORMATION

Name: _____

Billing Address: _____

Phone: _____

Bus. License # (if applicable): _____

Will Customer re-sell water? Yes _____ No _____

To be filled out by City Staff only:

Air Gap Inspection Passed: Date _____ Initials _____

Assigned Hydrant Location: _____

B. TERMS AND CONDITIONS OF PURCHASE

1. **Emergency Purposes.** It is the intent of the City to provide Customer with access to municipal water during periods of water shortage (whether due to salt water intrusion, drought, dry wells, or similar situations) for Customer or Customer's clientele. By signing this Agreement, Customer represents and certifies that the water to be purchased by Customer will be used only for alleviating water shortage conditions and for no other purpose.
2. **Purchase Price.** The purchase price of municipal bulk water shall be the City's Fire Hydrant rate of $5.10 per 100 cu.ft., which may be amended by the City Council from time to time.
3. **Payment Terms.** The City will bill Customer monthly for municipal bulk water purchases. Each bill will contain the final date on which payment is due. If payment is not made on or before that date, the account will be considered delinquent and late fees may apply.
4. **Procedure for Obtaining Bulk Water.**
   - 4.01 Location. Customer will obtain municipal bulk water from the fire hydrant assigned above and from no other location.
   - 4.02 Meter. The assigned fire hydrant is fitted with one or more meters. One fire hydrant meter will be assigned to Customer upon establishing an account with the City. Customer will provide its own padlock and key for the assigned fire hydrant meter. Customer will be responsible for payment for all water distributed through

the assigned fire hydrant meter. The meter will be read monthly and Customer will be billed according to actual use rounded to the nearest cubic foot.

4.03 Inspection. Prior to assigning a fire hydrant meter to Customer, the City shall inspect each water truck or water transport container to insure that an appropriate air gap has been installed to protect the City's water system from backflow. If the appropriate air gap has not been installed, then the City may refuse the sale of water to Customer. If at any time Customer utilizes a different water truck or water container, the City may require that the new apparatus be inspected as well.

5. **Termination.**

5.01 Periods of Conservation. This Agreement shall automatically terminate upon the City's implementation of Water Curtailment Grade 2 – Limited Water Restrictions (see BMC 13.05.250).

5.02 Written Notice. This Agreement is temporary in nature and may be terminated at any time by the City upon written notice to Customer.

6. **Hold Harmless and Indemnification.** Customer agrees to defend, indemnify and hold harmless the City, its officers, officials, employees and volunteers from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or in connection with the performance of this Agreement.
7. **No Third Party Beneficiaries.** No provision in this Agreement is intended or shall create any rights with respect to the subject matter of this Agreement in any third party.
8. **No Assignment.** This Agreement may not be assigned by either party.

BY SIGNING THIS AGREEMENT BELOW, I CERTIFY THAT I HAVE READ AND UNDERSTOOD THE TERMS OF THIS AGREEMENT AND AGREE TO BE LEGALLY BOUND THEREBY.

CUSTOMER:

_____ _____

Signature Print Name

APPROVED:

_____ _____

By: Gary Milliman, City Manager Date

Services shall be residential, commercial, standby fire, utility work and contract, as follows:

A. Inside City Limits.

1. Residential Service. Residential service shall consist of all services for domestic purposes, single-family dwellings, multifamily dwellings, mobile homes, and municipal purposes.

2. Commercial Service. Commercial services shall consist of those services where water is used for commercial services, such as businesses, restaurants and recreational vehicle parks.

3. Standby Fire. Standby fire services shall consist of those services where water is available or used for fire protection only.

4. Utility Work. Utility work shall consist of water needed to facilitate agency utility work, such as flushing culverts, street cleaning and other maintenance activities.

a. As used herein, "agency" is defined as: cities, school districts, fire districts, water and sewer districts, health districts, parks and recreation districts, transit districts, irrigation districts, library districts, port districts, public facility districts, public utility districts, housing districts, and other authorized special districts.

5. Contract Service. Contract services shall consist of those services for industrial or independent water district purposes under contracts authorized by the city council.

B. Outside City Limits.

1. Residential Service. Residential service shall consist of all services for domestic purposes, single-family dwellings, multifamily dwellings, mobile homes, and municipal purposes.

2. Commercial Service. Commercial services shall consist of those services where water is used for commercial services, such as businesses, restaurants and recreational vehicle parks.

3. Standby Fire. Standby fire services shall consist of those services where water is available or used for fire protection only.

4. Utility Work. Utility work shall consist of water needed to facilitate agency utility work, such as flushing culverts, street cleaning and other maintenance activities.

5. Contract Service. Contract services shall consist of those services for subdivisions, developments, industrial or independent water district purposes under contracts authorized by the city council.

C. Special Contracts. When the applicant's requirements for water are unusual or large, such as an independent water district, or necessitates considerable special or reserve equipment or capacity, such as a subdivision or other development, the city council reserves the right to make a special contract, the provisions of which are different from and have exceptions to the regularly published water rates, rules, and regulations. This special contract shall be in writing, signed by the applicant and approved by the city council.

D. Resale of Water. Resale of water shall be permitted only under special contract in writing between the city council and the persons, parties, or corporation selling the water.

binding contract in which the applicant agrees to abide by such rates, ordinances, resolutions, and applicable rules and regulations as are in effect at the time of signing the application, or as may be adopted or modified thereafter by the city, and to pay all bills promptly.

B. The city reserves the right to make special contracts, the provisions and conditions of which are different from or have exceptions to the regular published schedules. When the consumer's requirements for water are unusual or large, or necessitate considerable special or reserve equipment, or capacity or special rates, the city may also require the consumer to furnish security satisfactory to the city to protect the city against loss and to guarantee the performance of the provisions of the contract. Special contracts shall be in writing and signed by the proper consumer and the mayor, after a resolution authorizing such contract shall have been passed by a majority vote of the city council; provided however, that temporary contracts may be entered into by the city subject to the approval of the city council at its next council meeting.

C. Except for special contracts which specify the length of time to which the contract rate shall be extended, all rates, ordinances, resolutions, and applicable rules and regulations are subject to change or modification by the city without notice. [Ord. 88-O-432; Ord. 66-O-190 § 13.]

13.05.120 Responsibility and service preferences.

A. The city shall not be liable for any loss or damage of any nature whatsoever caused by any defect in the consumer's lines, plumbing or equipment, and the city may, without further notice, discontinue service to any consumer when a defective condition of plumbing or equipment upon the premises of the consumer results, or is likely to cause contamination of the water. The city does not assume the duty of inspecting the consumer's line, plumbing and equipment, and shall not be responsible therefor, and will not be liable for failure of consumer to receive service on account of defective plumbing or apparatus on the consumer's premises, or for excessive consumption.

B. The city, whenever it shall find it necessary for the purpose of making repairs or improvements to its system shall have the right to suspend temporarily the delivery of water.

C. The city will exercise reasonable diligence and care to furnish and deliver a continuous and sufficient supply of pure water to the consumer, and to avoid any shortage or interruption of delivery of same. The city will not be liable for high or low pressure conditions, chemical or bacteriological conditions, interruption or shortage or insufficiency of supply, or any loss or damage occasioned thereby. The use of water upon the premises of the consumer is at the risk of the consumer, and the responsibility of the city shall cease at the point of delivery of water. Unless otherwise specified in agreement, the point of delivery shall be the point where the city's service line attaches to the consumer's line. [Ord. 88-O-432; Ord. 66-O-190 § 14.]

13.05.130 Services.

A. Ownership, Installation, and Maintenance. The city shall own, install, and maintain all services and installation and maintenance shall only be performed by authorized employees or contractors approved by the city. The customer shall own, install, and maintain the customer service line.

B. Service Connection Charge. At the time the applicant files for service where no service previously existed, or if he is filing for a change in service size or location, he shall submit with his application the service connection charge. This charge is to cover the actual cost to the city to

the checks for tightness. It shall also be provided with a factory bypass arrangement with a meter and a minimum of an approved double check assembly.

12. "Health hazard" means an actual or potential threat of contamination of a physical, chemical or biological nature to the public potable water system or the consumer's potable water system that would be a danger to health.

13. "In-premises protection" means the appropriate backflow prevention within the consumer's water system at or near the point at which the actual or potential cross connection exists.

14. "Mobile units" shall mean units that are temporary in nature, connecting to the water system through a legally-permitted hydrant, hose bibb, or other appurtenance of a permanent nature that is part of the city of Brookings water system or a permanent water service to a premises. Examples can include but are not limited to the following: water trucks, pesticide applicator vehicles, chemical mixing units or tanks, waste hauler's trucks or units, sewer cleaning equipment, carpet or steam cleaning equipment other than homeowner use, rock quarry or asphalt/concrete batch plants or any other mobile equipment or vessel that poses a threat of backflow in the city of Brookings water system. Uses that are excluded from this definition are recreational vehicles at assigned sites or parked in accordance with other city of Brookings policies pertaining to recreational vehicles and homeowner devices that are used by the property owner in accordance with other provisions of this, or other, city of Brookings policies pertaining to provision of water service to a premises.

15. "Non-health hazard" shall mean the classification assigned to an actual or potential cross connection that could allow a substance that may be objectionable, but not hazardous to one's health, to backflow into the potable water supply.

16. "OHA" shall mean Oregon Health Authority.

17. "OAR" shall mean Oregon Administrative Rule.

18. "Person(s)" shall mean a natural person (individual), corporation, company, city, partnership, firm, limited liability company, joint venture company or city, and other such entity.

19. "Pollution hazard" means an actual or potential threat to the physical properties of the water system or the potability of the public or the consumer's potable water system, but which would not constitute a health or system hazard, as defined. The maximum intensity of pollution to which the potable water system could be degraded under this definition would cause minor damage to the system or its appurtenances.

20. "Premises" means any piece of property to which water service is provided, including, but not limited to, all improvements, mobile structures and other structures located upon it.

21. "Premises isolation" means the appropriate backflow prevention at the service connection between the public water system and the premises. This location will be at or near the property line and downstream from the service connection meter.

22. "Reduced pressure principle backflow prevention assembly" or "reduced pressure principle assembly" or "RP assembly" shall mean an assembly containing two independently acting approved check valves together with a hydraulically operated, mechanically independent

a. Ensure no cross connections exist between the point of delivery from the city water system and the approved backflow prevention assemblies, when these are installed in an alternate location; and

b. Assume responsibility for testing, maintenance, and repair of the installed approved backflow prevention assembly to protect against the hazard.

F. Discontinuation of Water Service – Noncompliance with Program. Water service may be disconnected to a premises for any of the following reasons:

1. Failure to remove or eliminate an existing unprotected or potential cross connection;

2. Failure to install a required approved backflow prevention assembly;

3. Failure to maintain an approved backflow prevention assembly; or

4. Failure to conduct the required testing of an approved backflow prevention assembly.

G. Retrofitting. Retrofitting shall be required at all service connections where an actual or potential cross connection exists, and wherever else the city of Brookings deems retrofitting necessary to comply with the OAR, this section and the city's SOP manual.

H. Irrigation Systems. All irrigation systems shall be protected according to the Uniform Plumbing Code. In the event any system is equipped with an injector system, a reduced pressure principle assembly will be required at the service connection.

I. Thermal Expansion. If a closed system has been created by the installation of a backflow prevention assembly, or other appurtenances, it is the responsibility of the property owner, the occupant, or person in control of the property to eliminate the possibility of damage from thermal expansion in accordance with the plumbing code. The city will notify the premises owner and water user, in writing, of thermal expansion concerns.

J. Mobile Units – Portable Water Trucks. Any mobile unit or apparatus, as defined in subsection (A)(14) of this section, which uses the water from any premises within the city of Brookings water system, shall first obtain a business license from the city of Brookings and be inspected to assure an approved air gap or reduced pressure principle assembly is installed on the unit.

K. Installation Requirements.

1. All backflow prevention assembly installations shall follow the requirements as stipulated by the city of Brookings SOP manual and OAR Chapter 333, Division 061.

2. If the premises isolation assembly is allowed to be installed at an alternate location, the city of Brookings must have access to the assembly. No connections can be made between the meter and the backflow assembly.

3. The type of backflow prevention assembly required shall be commensurate with the degree of hazard that exists and must, at all times, meet the standards of the Oregon Health Authority. All backflow prevention assemblies required under this section shall be of a type and model approved by the OHA.

L. Pressure Loss. Any decrease in water pressure caused by the installation of a backflow assembly shall not be the responsibility of the city of Brookings.

M. Fire Systems. An approved double check detector assembly shall be the minimum protection on all new fire sprinkler systems using piping material that is not approved for potable water use, and/or that does not provide for periodic flow-through. A reduced pressure principle detector assembly must be installed, if any solution other than potable water can be introduced into the sprinkler system.

Retrofitting on fire sprinkler systems will be required in each of the following circumstances:

1. Where improper maintenance has occurred;

2. On all health hazard systems;

3. Wherever required by the OAR.

In the event an assembly is installed on a designated lateral, a detector assembly commensurate with the degree of hazard will be required.

N. Temporary Meters and Hydrant Valves. Backflow protection will be required on all temporary meters and hydrant valves before any use. The type of assembly will be commensurate with the degree of hazard and will be determined on a case-by-case basis by a city of Brookings specialist.

O. Oregon Plumbing Specialty Code. As a condition of water service, customers shall install, maintain, and operate their piping and plumbing systems in accordance with the Uniform Oregon Plumbing Specialty Code, as amended. If there is a conflict between this section and the Code, the Code shall prevail.

P. Right-of-Way Encroachment Permit. All backflow assemblies must be installed in accordance with BMC Title 18, Engineering Requirements and Standard Specifications for Public Works Construction. Applicants proposing to install their backflow device in the city right-of-way must obtain and comply with a "right to use" permit.

Q. Access to Premises. For premises where surveys indicate a possible cross connection, authorized personnel of the city of Brookings, with proper identification and not less than 48 hours' notice, shall have access during the hours of 8:00 a.m. to 5:00 p.m. to all parts of a premises and within the structure to which water is supplied. However, if any owner, occupant or person in control refuses authorized personnel access to a premises, or to the interior of a structure, during these hours for inspection, a reduced pressure principle assembly must be installed at the service connection to that premises.

R. Annual Testing and Repairs. All backflow prevention assemblies installed within the area(s) receiving water service from the city of Brookings shall be tested immediately upon installation, and at least annually thereafter by an OHA certified backflow assembly tester. All such assemblies found not functioning properly shall be promptly repaired or replaced at the expense of the owner, occupant or person in control of the premises. In the event an assembly is moved, repaired or replaced it must be retested immediately. All repairs on backflow assemblies within the city of Brookings service area must be performed according to all state and county regulations.

13.05.250 Water curtailment.

It is the policy of the city of Brookings to provide clean, healthful, and plentiful water to its residents. To address the impact of a potential water shortage on the city's residents and the ability of the Chetco River to serve as a viable habitat to important fishery resources, the following rules shall apply.

A. Implementation. In order to limit water withdrawal from the Chetco River to a daily average of 5.1 cfs whenever the three-day average flow of the river is below 80 cfs, the following guideline for levels of curtailment may be implemented. The city may implement levels of curtailment at other times as determined necessary:

Grade 1: River flow is below 100 cfs and water withdrawal is above 4.5 cfs.

Grade 2: River flow is below 80 cfs and water withdrawal is above 4.5 cfs.

Grade 3: River flow is below 80 cfs and water withdrawal is above 4.7 cfs.

Grade 4: River flow is below 80 cfs and water withdrawal is above 5.0 cfs.

1. River flows shall be a three-day average using a USGS approved method of measurement conducted by a trained person and measured at a location approved by Oregon Water Resources.

2. Water withdrawal shall be a 24-hour average. Water withdrawal shall be metered and data shall be available to the public.

B. Levels of Water Curtailment.

1. Grade 1: Voluntary Curtailment.

a. Press release shall be sent to local media encouraging water conservation.

2. Grade 2: Limited Water Restrictions. The following activities or actions are restricted or prohibited under a Grade 2 water restriction:

a. Watering, sprinkling or irrigating lawn, grass or turf during the odd days of the month except:

i. New lawn, grass or turf that has been seeded or sodded 90 days prior to declaration of a water shortage may be watered as necessary until established; and

ii. High-use athletic fields that are used for organized play;

b. Watering, sprinkling or irrigating flowers, plants, shrubbery, groundcover, crops, vegetation, or trees except from 6:00 p.m. to 10:00 a.m.;

c. Washing, wetting down, or sweeping with water, sidewalks, walkways, driveways, parking lots, open ground or other hard surfaced areas except:

i. Where there is a demonstrable need in order to meet public health or safety requirements, such as (A) to alleviate immediate fire or sanitation hazards, (B) for dust control to meet air quality requirements mandated by the Oregon Department of Environmental Quality;

ii. Power washing of buildings, roofs and homes prior to painting, repair, remodeling or reconstruction, and not solely for aesthetic purposes;

d. Washing trucks, cars, trailers, tractors or other land vehicles or boats or other water-borne vehicles, except by commercial establishments or fleet washing facilities which recycle or reuse the water in their washing processes, or by bucket and hose with shut-off mechanisms except:

i. Where the health, safety and welfare of the public is contingent upon frequent vehicle cleaning, such as (A) clean garbage trucks, (B) vehicles that transport food and other perishables, or (C) otherwise required by law. Owners/operators of these vehicles are encouraged to utilize establishments which recycle or reuse the water in their washing process;

e. Cleaning, filling or maintaining decorative water features, natural or manmade, including but not limited to: fountains, lakes, ponds and streams, unless the water is recirculated through the decorative water feature. Water features which do not include continuous or constant inflowing water are not included;

f. Wasting water by leaving unattended hoses running;

g. Supplying water for above or in-ground swimming pools; and

h. Other actions deemed necessary by the city manager.

3. Grade 3: Moderate Water Restrictions.

a. Where not otherwise restricted under a Grade 2 water restriction, all Grade 1 water restrictions apply;

b. Watering of any lawn, grass or turf, regardless of age or usage;

c. Watering, sprinkling or irrigating flowers, plants, shrubbery, groundcover, crops, vegetation, or trees;

d. Washing of vehicles other than in establishments which recycle their water; and

e. Power washing of buildings, regardless of purpose.

4. Grade 4: Severe Water Restrictions.

a. Where not otherwise restricted under Grade 3 water restrictions, Grade 1 and 2 water restrictions apply;

b. A maximum daily allotment of water per residential water user set by the city manager;

c. Any restriction, which is identified by the fire chief.

C. Variances. Customers not capable of immediate water restrictions shall submit a written request for a variance. The written request will be granted at the discretion of the city manager. The following information must be provided to the city in requesting a variance:

1. Name and address;

2. Purpose of water use;

3. Specific provision from which the petitioner is requesting relief;

4. Description of the relief desired;

5. Period of time for which the variance is sought;

6. Economic value of the water use;

7. Damage or harm to the petitioners or others if petitioner complies with the water restrictions;

8. Restrictions with which the petitioner can comply;

9. Steps petitioner is taking to achieve full compliance; and

10. Any other pertinent information.

D. Notification. Upon declaration of any grade of water restriction, the city manager or designee shall:

1. Mail the appropriate written notice to each service address inside and outside the city limits declaring the grade of water restriction, findings of fact and conclusions supporting the declaration, and the effective dates of the water restriction;

2. Publish the same notice in at least one local newspaper of general circulation;

3. Notify other area newspapers, radio and television stations by a press release;

4. Post the declaration at City Hall, Library, Post Office, Fire Hall and at least one other place in the city where citizens might be expected to congregate;

5. If available, place a notice on the Fire Department Reader Board;

6. Failure of any water user to receive actual notice of the declaration of a water restriction or emergency or the actions deemed necessary by the city manager or city council to address the water shortage shall not relieve the user of obeying the restrictions.

E. Enforcement.

1. Warning. Each violation shall receive a warning. The letter of warning shall be in writing, shall specify the violation, may require compliance measures, and shall be served upon the resident either personally, by office or substitute service, or by certified or registered mail, return receipt requested.

2. Citation. After the resident has received a warning letter, any subsequent violation shall be treated as a civil violation pursuant to BMC 13.05.270.

F. Penalties.

1. First violation: warning letter.

2. Second violation: Class C violation, subject to a fine of up to $100.00 per day.

3. Third violation: Class B violation, subject to a fine of up to $250.00 per day. [02-O-553 § 2.]

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: September 12, 2016

Originating Dept: PWDS

Signature (submitted by)

City Manager Approval

Subject: Award of contract for rehabilitation of sanitary sewer mains and manholes to reduce inflow and infiltration (I/I) into the sanitary sewer system.

Recommended Motion:

1. Motion to reject the low bid from C-More Pipe Services due to non conformance with bidding specifications.
2. Motion to authorize the City Manager to execute a contract with Michel's Corporation, the lowest responsive bidder, in the amount of $536,151 for sanitary sewer main and manhole rehabilitation.

Financial Impact: $ 536,151

Approved by Finance & Human Resources Director:

Background/Discussion: This project was divided into two phases and listed in the Wastewater Facilities Plan both as a priority one project to be completed in 2016-17 and a priority two project to be completed the following year. It was proposed in this manner to lessen the financial impact to the City by spreading the cost over two years.

In budget discussions earlier in the year Council determined that it was prudent to combine the projects as reducing stormwater flow to the Plant is a top priority.

Environmental Protection Agency (EPA) recommendations for maximum I/I for a sanitary sewer collection system is 275 gallons per capita per day (gpcd). Currently during a large storm event the system significantly exceeds the recommended level at 627 gpcd.

Removing I/I will improve the WWTP Plants ability to effectively treat sewage, reduce wear and tear on the equipment and reduce groundwater, soil and surface water pollution.

The project consists of cleaning and lining 10,000 lineal feet of 8" and 10" sewer lines, restoring lateral connections along the length and rehabilitating 17 leaking manholes.

Combining the projects saves money by eliminating a future mobilization charge of just under $40,000 as well as better unit pricing for the work itself.

Due to non-conformance to the bidding specifications C-More Pipe Services, the apparent low bidder was disqualified.

Attachment(s): Bid Abstract

BID ABSTRACT

Project – CIPP Repair
Bid Opening – August 18, 2016

Bidder	Bid
C-MORE PIPE SERVICES CO.	493,586.53
MICHELS CORPORATION	517,519.00

If necessary - ***"Apparent"*** low bidder as all documents have to be reviewed Dyer for completeness.

Make copies of all documents received from bidders, scan and email to Dyer unless City handling the project.

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: September 12, 2016

Originating Dept: PWDS

Signature (submitted by)

City Manager Approval

Subject: Award of contract for the Easy Street Sidewalk Improvement project

Recommended Motion: Motion to authorize the City Manager to execute a contract with Tidewater Construction in the amount of $97,388 for construction of the Easy Street Sidewalk Improvement project.
Financial Impact: $ 97,388

Approved by Finance & Human Resources Director:

Background/Discussion: This project was budgeted in the 2015-16 budget through Systems Replacement Funds and rolled over to the current budget year. The project budget, developed in 2014, was $100,000. During project design the Engineers estimate was determined to be $128,000.

Two bids were received; high bid was from John Rapraeger at $126,697 and low bid of $97,388 from Tidewater Contractors.

Attachment(s): Dyer letter recommending bid award to Tidewater

THE DYER PARTNERSHIP
ENGINEERS & PLANNERS, INC.

September 1, 2016

Gary Milliman, City Manager
City of Brookings
898 Elk Drive
Brookings, OR 97415

RE: Easy Street Sidewalk Improvements
Project No. 145.68

Dear Gary:

This letter is to recommend action by the City in response to the bids received on September 1, 2016 at 2:00 PM for the above referenced project. Two bids were received, there were no bid irregularities, and all were responsive and responsible. The bids were in the following amounts:

1. $97,388.00 by Tidewater Contractors, Inc.
2. $126,967.50 by John D. Rapraeger, Inc.

We recommend that the City take the following action:

1. Accept the bids.
2. Award a contract to Tidewater Contractors, Inc. in the amount of $97,388.00.

It is our opinion that Tidewater Contractors, Inc. has sufficient experience and qualifications to satisfactorily construct the project.

Assuming the City and Council concurs with our recommendation; we have enclosed three copies of the Notice of Award. A representative for the City needs to sign all three copies after which they should be returned to our office. (***Please do not date the Notice of Award.***) We will date the Award following notification that the City accepts the bid and is determined to award it.

Sincerely,

Joseph Goette, PE
Project Engineer

Enclosure

1330 TEAKWOOD AVENUE
COOS BAY, OREGON 97420
TELEPHONE: 541-269-0732
FAX: 541-269-2044
WEB: www.dyerpart.com

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: September 12, 2016

Originating Dept: City Manager

Signature (submitted by)

City Manager Approval

Subject: Funding for Oktoberfest Event

Recommended Motion:
Motion to allocate $3,000 in Transient Occupancy Tax funds for an Oktoberfest event to be conducted at Azalea Park on September 17, 2016, and authorize the City Manager to enter into an agreement with Chetco Brewing Company providing them with $1,000 in grant funding and $2,000 in advance funding, with advance funding to be returned to the City if sufficient funds are available.

Financial Impact:
$3,000 allocation from $33,676 in funds available for tourism promotion.

Background/Discussion:
The Tourism Promotion Advisory Committee (TPAC) has recommended (5-0 vote) that the City Council allocate $3,000, including a $1,000 grant and a $2,000 advance, for a proposed Oktoberfest event to be conducted by Chetco Brewing Company on September 17, 2016. The event will be held at Azalea Park.

Attachment(s):

a. Oktoberfest proposal.

Event Title: 2nd Annual Brookings Oktoberfest 2nd Annual **Amount Requested** $ 3000

Event Description: a festival modeled after Munichs Oktoberfest, a celebration of beer, germanfoods, music and games. There is a live brewing demo, family fun

Event Date/s: Sept 17, 2016

Location: Azalea Park **Location secured?** Yes ☐ x No ☐

Event Goals: To celebrate, grow and expand Brookings burgeoning local brewery culture; to increase tourism and to cement Brookings in the minds of OR Beer lovers as a Beer Destination

Please explain how this event will be sustained after the first year: Beer mug sales will hopefully increase year after year & Decorations & Supplies will accumulate (RAIN ruined a lot last year) over the first two years decreasing costs.

Sponsors/Investors: The Vista Pub, Chetco Brewing, Barrons furniture, In Motion Graphics

Budget

Income			Expenses		
Fees Collected	$		mugs / Facility/Venue Costs	2000 / $ 485	
12x800 Admissions	$ 9600		Games/Attra / Permits/Insurance	1120 / $ 300	
4 Food 130$ Concessions	$ 520		Beer / Advertising	7000 / $ 2250	
$20/per Vendors	$ 200		Music / Supplies	1500 / $ 500	
Extra token Sales	$ 3300		Security/Labor / Decorations	1600 / $ 1000	
12x200 Sponsorship	$ 2400		Equip Rent / Tents	250 / $ 1200.00	
TOTAL	$ 16062		TOTAL	$ 19205	

Methodology for evaluating events success in terms of bringing visitors to the Brookings area: We will collect email addresses & Residence zipcode info from changed purchases will help tell us where patrons came from.

Contact Person: Alex Cerr Frederick **Phone:** 541 661 3586

Organization: Chetco Brewing Co **Address:** 16883 Yellow brick

If more space is required please attach additional pages

Exhibit B

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: September 12, 2016

Originating Dept: City Manager

Signature (submitted by)

City Manager Approval

Subject: Funding for "101 Things to Do" magazine.

Recommended Motion:
Motion to authorize the City Manager to enter into an agreement with 101 Things to Do magazine for a half-page advertisement at a cost of $2,959.

Financial Impact:
Allocation of $2,959 from $33,767 available in tourism promotion funds.

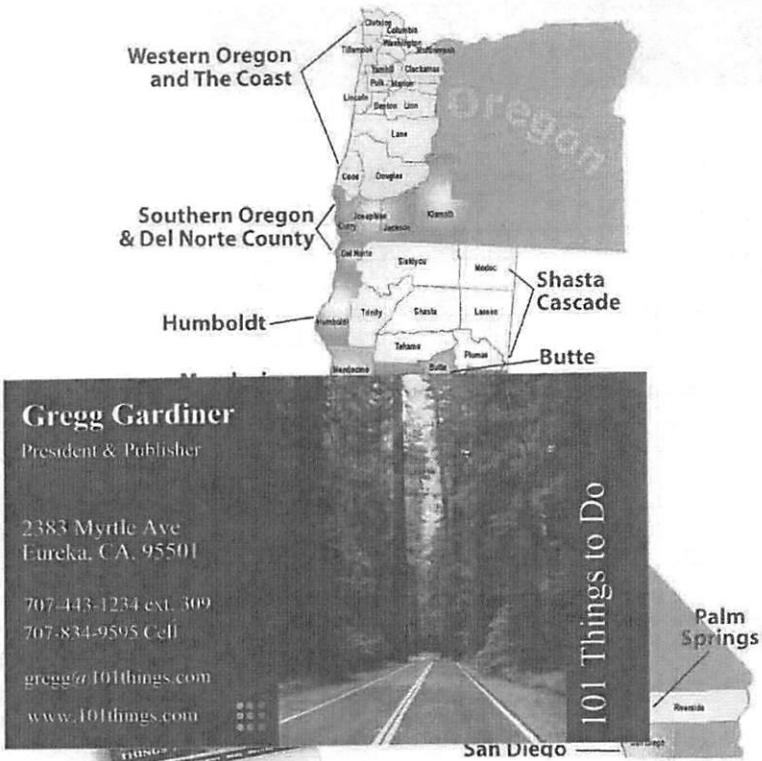
Background/Discussion:
The Tourism Promotion Advisory Committee has recommended (3-2 vote) that the City contract for a half-page advertisement in the "101 Things to Do" magazine. This magazine is widely distributed in western Oregon and northern California at visitor centers, Chambers of Commerce, motels, restaurants and other visitor venues. City staff will work with the magazine staff in the design of the advertisement. The magazine page size is quite large (11x14.25 inches). The cost of the advertising is $2,959 and includes up to 30 minutes of design time; additional design work would be an additional cost of $40 per hour. The advertisement contract includes a spotlight posting on the 101Things.com website with a photo and description, a listing on the 101 Things mobile website that includes a GPS link to the City Hall visitor center and a link to the City's website. The publication is reproduced periodically during the course of a 12 month period and the advertisement would appear in all editions.

Attachment(s):

a. 101 Things to Do rate sheet.

101 THINGS TO DO®

The most comprehensive annual visitor and tourism guides in California, Oregon, Arizona, South Carolina and Hawaii



PLUS Hilton Head SC, Outer Banks NC and Hawaii: Oahu, Kauai, Maui, Big Island

2016 Advertising Rates for Humboldt County, Mendocino County, Del Norte County/Southern Oregon and Shasta Cascade

All Ads are FULL COLOR	12 Monthly Payments	Annual
1/16 Page (2.3" wide x 3.1" deep)	$53	$579
1/8 Page (Horizontal: 4.75" wide x 3.1" deep; Vertical: 2.3" wide x 6.35" deep)	$89	$979
1/4 Page	$157	$1,719
1/4 Page 3	$157	$2,000
1/4 Page Inside Cover (Horizontal: 9.7" wide x 3.1" deep; Vertical: 4.75" wide x 6.35" deep)	$217	$2,369
1/2 Page	$271	$2,959
1/2 Page Inside Cover (Horizontal: 9.7" wide x 6.35" deep; Vertical: 4.75" wide x 12.85" deep)	$366	$3,995
Full Page	$478	$5,225
Full Page Inside Cover	$640	$6,990
Full Page Back Cover (9.7" wide x 12.85" deep (with bleed: 11" wide x 14.25" deep))	$815	$8,895

Display Monthly installments based upon 12 monthly payments.
All balances due within 15 days of the date of the invoice.

VISA

And...

Each print advertisement also includes a spotlight posting on the 101Things.com website with a photo, description, a listing on our mobile website which includes a GPS link to your business, and a link to your business website.

Specifications

Format: Magazine
Page Size: 4 columns x 12.85"
Image area: 9.7" 12.85"
Column width: 2.3"
Gutter width: .1667"
Column inches per page: 51.4
Printing: Offset
Color: Available throughout
Halftone capabilities:
133 line glossy stock,
100 line non-glossy

101 Things To Do® is a large format tabloid-size magazine with a glossy, full-color cover and features high quality printing, photos and design. *101 Things To Do®* is the sensible way to welcome travelers to the area and tell them about your business.

Production

The layout and design can be done within 30 minutes, which *101 Things To Do®* offers free of charge. Ads subject to additional production will be billed at $40 per hour in addition to advertising space. Ads requiring freelance artwork will be billed accordingly.

Proofs available upon request for correction only, not for redesign Additional copies of ads to be run elsewhere: $15 per ad.

Terms

Payment is due and payable within 15 days of date of the invoice. A service charge of $15 per month is applied to any late payment. Cancellations are not allowed after deadline. The publishers assume no financial responsibility for typographical errors, omission of copy or misrepresentations in copy. Publishers' liability of errors will not exceed the cost of that portion of space occupied by said error. Claims for adjustment must be made within 30 days of publication. Publishers reserve the right to revise or reject any ad deemed unsuitable for publication.

Circulation & Distribution

101 Things To Do® is free and is distributed throughout the territories on the map above.

Each *101 Things To Do®* edition has a press run adequate for thorough local and out-of-county coverage. Distribution points include high traffic areas such as:

- Visitor Centers
- Chambers of Commerce
- State and National Parks
- Airports
- Restaurants
- Hotels & Other Lodging
- Retail Stores and more

2383 Myrtle Avenue, Eureka, California 95501 • 707-443-1234 • FAX 707-443-5309 • 101Things.com • ads@101Things.com

Tourism – Oregon Coast

Online Media Plan

Brand Websites Non-Tourism Related Cont.	Male Index	Female Index	50-100K Index	100-150K Index	150K+ Index	Travel Index	Camping/ RVs Index	Green Living & Environmental Issues	Sports - Outdoors index	Home/Family Index
bdoutdoors.com	123	77	100	85	78				2.1	
shorpy.com	120	80	106	115	110				1.5	
2leep.com	135	65	101	101	105				1.2	
bhg.com	65	135	100	112	107					70.5
hgtv.com	75	125	102	113	111					66.6
traditionalhome.com	30	170	330	120	250					47.8
diynetwork.com	86	114	100	114	97					33.1
coastalliving.com	50	150	119	144	128					20.8
apartmenttherapy.com	50	150	104	102	98					15.1
marthastewart.com	70	130	100	98	113					14.9
adoption.com	84	116	103	109	96					10.7
cooking.com	75	125	110	113	102					9.5
shape.com	45	155	102	92	82					8.8
parenting.com	73	127	121	90	81					8.8
thepioneerwoman.com	65	135	154	80	74					8.2
cdkitchen.com	70	130	106	103	85					8.1
allrecipes.com	75	125	100	109	104					8
familyoven.com	50	150	111	117	92					7.8
blisstree.com	70	130	106	93	83					7.4
gardenweb.com	91	109	128	128	119					7

Media Services Provided by Aqua Media Direct™ Inc.

Tourism – Oregon Coast

Online Media Plan

Package Options	Ad Unit	CPM	Monthly Impressions	Total Monthly Cost
PRE-Targeted Viewers: ROP - Audited Impressions Daily Optimization Delivered to Online or Mobile Devices	Ad Sizes: 728 x 90, 300 x 250 and 160X600 Mobile - 320 x 50 and 300 x 50 required	$20.00	50,000	$1,000.00
		$18.00	111,111	$2,000.00
		$15.00	200,000	$3,000.00
		$12.00	333,333	$4,000.00

Business Name: _____ Billing Address

Impressions Per Month: _____ Street: _____

Monthly Investment: _____ City: _____

Months to Run: _____ State: ___ ZIP: _____

GEO TARGET _____

Total Investment: _____ Printed Name: _____

Agreed to and Accepted: _____ Date: _____

Media Services Provided by Aqua Media Direct™ Inc.

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: September 12, 2016

Originating Dept: City Manager

Signature (submitted by)

City Manager Approval

Subject: Wild Rivers Music Festival Evaluation Report

Recommended Motion:
Motion to accept Wild Rivers Music Festival Evaluation Report.

Financial Impact:
Funding already allocated.

Background/Discussion:
The City provided a $2,000 grant and a $2,000 advance to Stagelights Musical Arts Community for the Wild Rivers Music Festival. All or a portion of the advance was to be returned if sufficient funds were available at the conclusion of the event. The event was conducted on July 2, 2016.

According to the event organizers, there were 525 paying customers for the one-day event, compared with 620 paying customers for the two-day event in 2015. They had fewer sponsors and felt using the bandshell was a better location than the athletic field (2015). They plan to conduct the event again at Azalea Park in 2016; no date has been set. They estimated that 60 per cent of the attendees were from outside of Curry County. They currently have about $4,000 on hand and plan to use those funds as "start up" for the 2017 event. No funds are being returned to the City.

This report was reviewed by the Tourism Promotion Advisory Committee at its meeting of August 18, 2016, and was forwarded to the City Council for review.

Attachment(s):

a. Wild Rivers Music Festival Evaluation Report

City of Brookings

898 Elk Drive, Brookings, OR 97415
(541) 469-1102 Fax (541) 469-3650

Tourism Promotion Special Event Program

Event Evaluation Report Form

Within three (3) months of completing the event, the following information must be provided and returned to Lauri in Visitor Center.

Event Title: Wild Rivers Music Festival Completion Date: July 2, 2016

Contact Person: Scott Graves Phone: 541-373-03727

Amount Awarded $ 4,000

1. How was the funding used? (Examples: "Purchase flyers - $__," or "Purchase advertising in [name of publication] - $___. Detailed receipts are not required).

   The funding was used to cover some of the required downpayments for the featured bands ($2,000) and toward purchase of print and radio advertising in Southern Oregon and Northern California ($2,000).

2. How many people attended the event (participation/spectators)? Approximately how many of these were from outside Curry County? Include results as defined in Applicant's proposed methodology.

   While attendance varied throughout the day, we estimate a total of 525 paying customers. Based on online ticket sales and verbal survey of people during the event, we estimate that 60 percent of the attendees were from outside Curry County. More than half of that 60 percent came from from Rogue Valley area. Other attendees came from cities such as Eureka/Arcata, Coos Bay and Eugene.

Note: Failure to submit this report to the City within the allotted time (three months from approved event completion) will eliminate your organization from future consideration for funding under this program.

Signed: Scott Graves Dated: August 12, 2016

Organization: Stagelights Musical Arts Community

WILD RIVERS MUSIC FESTIVAL 2016

TOTAL INCOME:				23610.69
SPONSORS			12450.00	
DONATIONS			308.00	
T-SHIRT SALES			560.00	
VENDOR FEES			400.00	
TICKET SALES			9892.69	
	EVENTBRITE	5225.00		
	SQUARE	907.69		
	OUTSIDE SALES	1510.00		
	GATE SALES	2250.00 (CASH NOT SQUARE)		

TOTAL EXPENSES TO DATE:			20806.99
ADVERTISING		2000.00	
POTTIES		606.00	
BANDS		14450.00	
+ MOTEL		COMPED BY LUCKY 7	
+ FOOD		498.89	
SCREENING		165.00	
T-SHIRTS		882.25	
SECURITY		855.00	
BANNERS		106.87	
SOUND SYSTEM/PERSONNEL		1000.00	
CITY OF BROOKINGS/PARK USE		223.50	
INTERNET/WEBSITE			
JPAC REIMBURSEMENT			
VOLUNTEER HELPERS			
MISC		19.48	
SIGNAGE POSTER	2.00		
LAMINATE	17.48		

NET INCOME	2803.70

$500 - web designer
$300 - BHHS sport

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: September 12, 2016

Originating Dept: City Manager

Signature (submitted by)

City Manager Approval

Subject: Beat the Brewers Evaluation Report

Recommended Motion:
Motion to accept Beat the Brewers Evaluation Report.

Financial Impact:
Funding was already allocated for this project.

Background/Discussion:
The City provided $3,000 in Transient Occupancy Tax funds to Chetco Brewing Company for the Beat the Brewers Run event held on April 14, 2016. The organizers provided an event evaluation report to the Tourism Promotion Advisory Committee. They report that 12 tams participated with an estimated 400-500 attendees; it was estimated that about 15 per cent of the participants/attendees were from out of the area. They plan to conduct the event again.

Attachment(s):

a. Beat the Brewers Evaluation Report.

City of Brookings

898 Elk Drive, Brookings, OR 97415
(541) 469-1102 Fax (541) 469-3650

Tourism Promotion Special Event Program

Event Evaluation Report Form

Within three (3) months of completing the event, the following information must be provided and returned to Lauri in Visitor Center.

Event Title: Beat the Brewers Completion Date: 4/14/14

Contact Person: Alex Carr Frederick Phone: 541 661 3586

Amount Awarded $ 3000

1. How was the funding used? (Examples: "Purchase flyers - $__," or "Purchase advertising in [name of publication] - $___. Detailed receipts are not required). See attached spreadsheet -

Ions Shall Items:
T Shirts for Runners $1134 Trophies $123
Live music - $1100
Tent Rental $900
Radio & print Advertising $1261
Labor to set up/tear down & man event $1575

2. How many people attended the event (participation/spectators)? Approximately how many of these were from outside Curry County? Include results as defined in Applicant's proposed methodology.

We had 12 teams participate. There were 3 food vendors & 4 beer/soda vendors. Approximately 400-500 people attended with roughly 15% from out of the area. This run was the same day as the Pear Blossom Run in Medford. I believe we would have had about 10% more from the Valley. Feedback from runners & Attendees was great! → if we hold on a different weekend next time

Note: Failure to submit this report to the City within the allotted time (three months from approved event completion) will eliminate your organization from future consideration for funding under this program.

Signed: [signature] Dated: 7/1/14

Organization: Chetco Brewing Co

Chetco Brewing Company
Transaction Detail by Date
February 1 through July 25, 2016

		Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Feb 1 - Jul 25, '16											
		Check	02/26/16	932	City of Brookings	Park Rental	Beat the Brewers		Umpqua Checking	469.00	
		Check	02/26/16	933	City of Brookings	Deposit refundable, Pa	Beat the Brewers		Umpqua Checking	469.00	
		Check	02/29/16	ach	Cindy Sellers	February 2016	Beat the Brewers		Umpqua Checking	156.00	
		Deposit	03/08/16	76808	City of Brookings	TPAC money	Beat the Brewers		Umpqua Checking		3,000.00
		Deposit	03/22/16	DEP	Century 21	Sponsor fee	Beat the Brewers		Savings		250.00
		Check	04/07/16	985	Beat the Brewers	t's plus 150 design wor	Beat the Brewers		Umpqua Checking	1,134.00	
		Check	04/07/16	984	Beat the Brewers	flowers arh	Beat the Brewers		Umpqua Checking	93.00	
		Check	04/08/16	wthd	Beat the Brewers	Sound Guy Troy	Beat the Brewers		Savings	200.00	
		Check	04/08/16	wthd	Beat the Brewers	Kelly Thib Band	Beat the Brewers		Savings	500.00	
		Check	04/08/16	wthd	Beat the Brewers	CIC The Band	Beat the Brewers		Savings	300.00	
		Deposit	04/08/16	DEP		Sponsor fee	Beat the Brewers		Savings		735.00
		Deposit	04/11/16	3305 1046	Beat the Brewers	misty 7 devils fees	Beat the Brewers		Savings		420.00
		Check	04/14/16	1021	Beat the Brewers	week of Kury ads	Beat the Brewers		Umpqua Checking	75.00	
		Check	04/14/16	993	Beat the Brewers	tents	Beat the Brewers		Umpqua Checking	900.00	
		Check	04/14/16	1022	Beat the Brewers	ads 3/26 3/30 Pilot	Beat the Brewers		Umpqua Checking	300.00	
		Check	04/14/16	1000	Beat the Brewers	Radio ads on three stat	Beat the Brewers		Umpqua Checking	550.00	
		Deposit	04/20/16	77070	City of Brookings	refund dep	Beat the Brewers		Savings		469.00
		Deposit	04/20/16	1586	First Rise Bakery	booth fee	Beat the Brewers		Savings		100.00
		Check	04/26/16	1019	YMT Woodworks	60 coasters	Beat the Brewers		Umpqua Checking	30.00	
		Check	04/30/16	1035	Cindy Sellers	April 2016	Beat the Brewers		Umpqua Checking	63.00	
		Bill	05/12/16	2338929	Western Communications	3 Newspaper ads April	Beat the Brewers		2000 — Accounts Pay	180.00	
		Check	06/13/16	2069	Beat the Brewers	week of Kury ads	Beat the Brewers		Umpqua Checking	75.00	
		Deposit	3/1/16		Runners	Entrance Fees	Beat the Brewers		Umpqua Checking		900.00
		Bill	4/8/16		Ryan Reber	Overnight Security	Beat the Brewers		Umpqua Checking	324.00	
		Labor	4/12/16		Labor		Beat the Brewers		Umpqua Checking	1,575.00	
Feb 1 - Jul 25, '16										7,393.00	5,874.00

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: September 12, 2016

Originating Dept: City Manager

Signature (submitted by)

City Manager Approval

Subject: Use of Marijuana Tax Proceeds

Recommended Motion:
Motion to use the proceeds from the proposed sales tax on marijuana for City park maintenance and improvements.

Financial Impact:
See below.

Background/Discussion:
The City Council has placed a marijuana sales tax measure on the November ballot. The tax would be 3.0 per cent. There are three dispensaries in the City Limits.

Citizens have inquired as to how the proceeds of the new tax would be used. This issue is not included in the ballot measure. As such, all tax proceeds would accrue to the City's General Fund. The amount of tax proceeds is also unknown. One current dispensary owner has shared with the City that they are paying a 25 per cent tax to the State, and the amount of tax paid is about $10,000 per month. Extrapolated from this information, and assuming all three dispensaries have similar sales, the 3.0 per cent City tax would generate about $43,000 annually.

During the annual budget process, the City Council discussed the need for additional resources to adequately maintain City parks, as well as several parks improvement projects. The use of marijuana tax proceeds to assist in meeting these needs was discussed. The Council further discussed this matter at the City Council Workshop of September 6. The proposed motion would establish a policy whereby proceeds from the tax would be used for City park maintenance or improvements, as determined during the City's budget process annually.

During the September 6 discussion, it was noted that...like City streets...parks facilities are used by both Brookings residents and non residents. The fuel tax enacted in 2015 generates revenue to maintain City streets from both residents and non residents. Similarly, the marijuana tax would generate revenue from residents and non residents to maintain City parks.

City of Brookings
CITY COUNCIL MEETING MINUTES

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

Monday, August 22, 2016

Call to Order

Mayor Hedenskog called the meeting to order at 7:00 PM.

Roll Call

Council present: Mayor Ron Hedenskog, Councilors Bill Hamilton, Brent Hodges, Jake Pieper and Dennis Triglia; a quorum present.

Staff present: City Manager Gary Milliman, City Attorney Martha Rice, Parks Supervisor Tony Baron and City Recorder Teri Davis.

Others Present: Ten audience members.

Oral Requests and Communications from the audience

- Connie Hunter of 1310 English Ct., Brookings addressed Council regarding the upcoming Vet Fest event.
- Jeff Patten of 95950 Brookside Dr., Brookings addressed Council regarding his request to purchase water.

  City Manager Milliman informed Council that Mr. Patten's issue and that of the request by Harbor Water to purchase water would need to be added to the agenda as Urgency matters.

  Mayor Hedenskog moved, a second followed and Council voted unanimously to add items E4 and E5 to the Staff Reports portion of the meeting and to move the previously assigned E4 and E5 down to items E6 and E7.

- Gordon Clay of P.O. Box 12, Brookings addressed Council regarding suicide prevention.

Staff Reports

Mural at 654 Chetco Avenue and Mural at 630 Fleet Street (Items E1 and E2)

City Manager Milliman advised that these items were included on the agenda erroneously and that no Council action was required but that questions or comments were welcome.

Councilor Pieper asked about the appeals process regarding the Fleet Street mural. Supervisor Baron said that the cost of the appeal was $75.

Councilor Pieper moved, a second followed and Council voted unanimously to refund the appeal fee to Kathleen Kressa for the Fleet Street mural.

Sale of Water to Wiley Swearingen

City Manager Milliman presented the staff report.

Council jointly deliberated regarding both the Swearingen request and the Patten request.

Mr. Patten was invited to once again address Council.

It was determined that a policy discussion was needed and would be considered at an upcoming Workshop meeting, but due to the urgency of the matter, a resolution was needed for these specific requests.

Council Pieper moved, a second followed and Council voted 3-2 with Councilors Triglia, Hamilton and Pieper voting Aye and Councilor Hodges and Mayor Hedenskog voting Nay to authorize the sale of water to Wiley Swearingen.

Council Pieper moved, a second followed and Council voted unanimously to authorize the sale of water to A+ Water Company LLC (owner Jeff Patten).

Sale of Water to the Harbor Water District

Mayor Hedenskog moved, a second followed and Council voted unanimously to authorize the sale of water to the Harbor Water District.

Management Compensation Plan

City Manager Gary Milliman presented the staff report.

Council noted several points in the plan which will need to be addressed during 2017 budgeting.

Council Pieper moved, a second followed and Council voted unanimously to adopt the 2016 Management Compensation Plan.

Strategic Plan Update

City Manager Gary Milliman presented the staff report.

Mayor Hedenskog moved, a second followed and Council voted unanimously to approve the revised 2015-17 Strategic Plan.

<u>Consent Calendar</u>

1. Approve Council minutes for August 8, 2016
2. Accept Public Art Committee minutes for July 13, 2016
3. Accept Bryan Tillung resignation from Planning Commission
4. Reschedule September workshop to September 6

Mayor Hedenskog moved, a second followed and Council voted unanimously to approve the Consent Calendar.

Remarks from Mayor and Councilors

Mayor Hedenskog said he attended a nice groundbreaking event at Azalea Park ball fields today.

Councilor Hodges said he had heard from three separate citizens recently about the good jobs being done in the parks.

Councilor Hamilton said he is proud of the County Search and Rescue teams and their families and truly appreciates their service.

Councilor Pieper offered his appreciation to Bryan Tillung for his service on Planning Commission.

Councilor Triglia said he is looking forward to Vet Fest II.

Adjournment

Mayor Hedenskog moved, a second followed and Council voted unanimously by voice vote to adjourn at 8:25 PM.

Respectfully submitted:

ATTESTED:
this _____ day of _____ 2016:

_____
Ron Hedenskog, Mayor

_____
Teri Davis, City Recorder

TOURISM PROMOTION ADVISORY COMMITTEE (TPAC) MINUTES
Thursday – July 28, 2016

CALL TO ORDER
Meeting called to order at 4:00 PM

1. ROLL CALL
Present: Committee members Angela Christian, Candice Michel, Mary Geyer, Bob Pieper, Skip Watwood, and Chair Tim Patterson
Also present: Gary Milliman, City Manager, Martha Rice, City Attorney

Introduction of new committee member Angela Christian

2. APPROVAL OF MINUTES –
a. **Meeting of May 19, 2016 held without a quorum, meeting held informally.**
b. **Motion made by Candice Michel to approve the minutes of June 16, 2016, motion seconded by Mary Geyer and Committee voted; the motion carried unanimously.**

3. PUBLIC COMMENT
a. Chrissy Perry Cooper of the Port of Brookings Harbor presented information on events she is working on to bring to the area during the off season. Advised that Pacific Coast Trolley, a trolley bus transport service has applied for a business license to provide transportation service to the community. The trolley would operate during special events between the port and the City to alleviate parking problems in the port and bring people to downtown Brookings; during special events they would not charge riders. They also plan to operate the trolley daily regularly throughout the area, when riders would be charged. They eventually plan to have three buses including a tour bus running to the Trees of Mystery in Klamath to Pre-Historic Gardens, near Port Orford. Trolley will be operating for the Pirate Festival. She is also developing a new tourism website to promote local businesses and community events that is easily accessible to tourists. She is willing to work with the GO Wild app organizers and they may be able to collaborate on that project.

4. ACTION ITEMS
a. **Election of Chair and Vice Chair - Motion made by Candice Michel to elect Tim Patterson as chair until January 2017 meeting, motion seconded by Skip Watwood and Committee voted; the motion carried unanimously. Motion made by Candice Michel to elect Skip Watwood as vice chair until January 2017 meeting, motion seconded by Bob Pieper and Committee voted; the motion carried unanimously.**

b. **Public Meeting Laws –** City Attorney Martha Rice & City Manager Gary Milliman – City Attorney Martha Rice presented a briefing concerning Public Meeting Laws and commissioners received a handout detailing commissioner's responsibilities to follow open public meeting rules and requirements for the Commission and any subcommittees.

c. **Oregon Coast Visitors Association (OCVA) –** Introduction of Dave Lacey, new local OCVA Destination Coordinator. OCVA is the coastal regional group of Travel Oregon and provides tourists with local business advertising. Businesses can be members with paid advertising, photos and maps or have a free courtesy listing with just text.

d. **2nd Annual Vet's Fest Event Proposal –** Jim Newman presented event proposal for Vet Fest, including the Women's Veteran Ceremony on Friday, August 26th. They have out of area

advertising planned, a concert and are expecting @600 people. They are requesting $3000 in funds to cover costs, and Jim indicated he is open to a grant/loan. Committee discussed further agenda items before returning to discuss this item. **Motion made by Candice Michel to grant $1000 to Vet Fest and loan $2000, motion seconded by Mary Geyer and Committee voted; the motion carried unanimously.**

e. **Fun on 101 Event Proposal –** Tammy Tanner, owner of Feather Your Nest, presented "Fun on 101" event proposal and explained event idea to have downtown business owners piggy back on port/community events to bring customers to downtown businesses, hoping to start with upcoming Slammin Salmon. They would like to have funding to purchase feather flags that say "FUN ON 101" that they would put out during events to bring traffic to downtown and shop. Skip commented this is not a specific event. Committee agreed circulating people from the port to downtown businesses would give more variety of things to do for people. Mary wanted a more cohesive plan and ideas and/or activities that the committee were planning to organize during port events and a commitment from the merchants. Matter tabled until next meeting.

f. **KOBI Digital Advertising –** Judy Luker and Connie of KOBI presented digital media advertising information that can target specific visitors to the area. They have a team that can design a banner ad or one can be submitted, can also use previous ads they or others have created. Matter tabled.

g. **101 Things to Do Print Advertising –** Carlton Nielsen presented information on their publication and the demographics they reach, indicating their main audience is picking up the publication as they travel on I-5. Advertising with them also includes a posting on their website with photo, description and video links available, with municipalities receiving a 20% discount. Publication printed in October for the year. Matter tabled.

h. **Curry Coastal Pilot Mobile Advertising –** Cheri Griffith presented proposal to encourage City to participate on the Go Wild Rivers Coast GO app that features events, social links, photos and videos. They are trying to expand content with local event/area information. Matter tabled.

5. INFORMATIONAL ITEMS

a. **Budget and Internet Hit Info - Budget and Internet Hit Info –** reviewed budget funds.

6. SCHEDULE NEXT MEETING – Next meeting scheduled for Thursday, August 18th at 4 pm.

7. ADJOURNMENT - no further business before the Committee, the meeting adjourned at 6:25 pm.

Respectfully submitted,

Tim Patterson

Tim Patterson, Chair
(approved at August 18, 2016 meeting)

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 1 MONTHS ENDING JULY 31, 2016

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
REVENUE					
TAXES	2,765,595.00	46,926.90	46,926.90	2,718,668.10	1.7
LICENSES AND PERMITS	106,000.00	5,605.61	5,605.61	100,394.39	5.3
INTERGOVERNMENTAL	218,000.00	21,955.81	21,955.81	196,044.19	10.1
CHARGES FOR SERVICES	159,500.00	21,741.79	21,741.79	137,758.21	13.6
OTHER REVENUE	132,100.00	7,858.89	7,858.89	124,241.11	6.0
TRANSFERS IN	338,456.00	.00	.00	338,456.00	.0
	3,719,651.00	104,089.00	104,089.00	3,615,562.00	2.8
EXPENDITURES					
JUDICIAL:					
PERSONAL SERVICES	22,394.00	1,729.98	1,729.98	20,664.02	7.7
MATERIAL AND SERVICES	14,000.00	400.00	400.00	13,600.00	2.9
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	36,394.00	2,129.98	2,129.98	34,264.02	5.9
LEGISLATIVE/ADMINISTRATION:					
PERSONAL SERVICES	184,393.00	14,800.57	14,800.57	169,592.43	8.0
MATERIAL AND SERVICES	93,800.00	11,111.60	11,111.60	82,688.40	11.9
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	278,193.00	25,912.17	25,912.17	252,280.83	9.3
POLICE:					
PERSONAL SERVICES	2,047,855.00	162,203.01	162,203.01	1,885,651.99	7.9
MATERIAL AND SERVICES	166,400.00	10,529.74	10,529.74	155,870.26	6.3
CAPITAL OUTLAY	55,150.00	.00	.00	55,150.00	.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	2,269,405.00	172,732.75	172,732.75	2,096,672.25	7.6
FIRE:					
PERSONAL SERVICES	174,117.00	13,791.64	13,791.64	160,325.36	7.9
MATERIAL AND SERVICES	103,500.00	3,018.00	3,018.00	100,482.00	2.9
CAPITAL OUTLAY	45,519.00	.00	.00	45,519.00	.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	323,136.00	16,809.64	16,809.64	306,326.36	5.2
PLANNING AND BUILDING:					
PERSONAL SERVICES	202,191.00	15,650.12	15,650.12	186,540.88	7.7
MATERIAL AND SERVICES	89,600.00	95.62	95.62	89,504.38	.1
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	291,791.00	15,745.74	15,745.74	276,045.26	5.4

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 1 MONTHS ENDING JULY 31, 2016

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
PARKS & RECREATION:					
PERSONAL SERVICES	172,655.00	18,937.58	18,937.58	153,717.42	11.0
MATERIAL AND SERVICES	70,400.00	14,216.93	14,216.93	56,183.07	20.2
CAPITAL OUTLAY	650.00	8,313.76	8,313.76	(7,663.76)	1279.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	243,705.00	41,468.27	41,468.27	202,236.73	17.0
FINANCE AND HUMAN RESOURCES:					
PERSONAL SERVICES	180,610.00	14,399.48	14,399.48	166,210.52	8.0
MATERIAL AND SERVICES	33,000.00	869.67	869.67	32,130.33	2.6
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	213,610.00	15,269.15	15,269.15	198,340.85	7.2
SWIMMING POOL:					
PERSONAL SERVICES	54,263.00	22,369.62	22,369.62	31,893.38	41.2
MATERIAL AND SERVICES	36,000.00	983.25	983.25	35,016.75	2.7
CAPITAL OUTLAY	4,300.00	.00	.00	4,300.00	.0
	94,563.00	23,352.87	23,352.87	71,210.13	24.7
NON-DEPARTMENTAL:					
MATERIAL AND SERVICES	144,000.00	3,660.05	3,660.05	140,339.95	2.5
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	227,500.00	.00	.00	227,500.00	.0
CONTINGENCIES AND RESERVES	627,354.00	.00	.00	627,354.00	.0
	998,854.00	3,660.05	3,660.05	995,193.95	.4
	4,749,651.00	317,080.62	317,080.62	4,432,570.38	6.7
	(1,030,000.00)	(212,991.62)	(212,991.62)	(817,008.38)	(20.7)

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 1 MONTHS ENDING JULY 31, 2016

STREET FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
REVENUE					
INTERGOVERNMENTAL	467,000.00	103,137.61	103,137.61	363,862.39	22.1
OTHER REVENUE	12,750.00	6,335.00	6,335.00	6,415.00	49.7
TRANSFER IN	.00	.00	.00	.00	.0
	479,750.00	109,472.61	109,472.61	370,277.39	22.8
EXPENDITURES					
EXPENDITURES:					
PERSONAL SERVICES	201,432.00	14,826.24	14,826.24	186,605.76	7.4
MATERIAL AND SERVICES	193,400.00	2,146.99	2,146.99	191,253.01	1.1
CAPITAL OUTLAY	101,300.00	360.15	360.15	100,939.85	.4
TRANSFERS OUT	49,954.00	.00	.00	49,954.00	.0
CONTINGENCIES AND RESERVES	118,664.00	.00	.00	118,664.00	.0
	664,750.00	17,333.38	17,333.38	647,416.62	2.6
	664,750.00	17,333.38	17,333.38	647,416.62	2.6
	(185,000.00)	92,139.23	92,139.23	(277,139.23)	49.8

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 1 MONTHS ENDING JULY 31, 2016

WATER FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
REVENUE					
SOURCE 03	.00	.00	.00	.00	.0
CHARGES FOR SERVICES	1,607,000.00	175,905.74	175,905.74	1,431,094.26	11.0
OTHER INCOME	42,000.00	3,305.00	3,305.00	38,695.00	7.9
TRANSFERS IN	.00	.00	.00	.00	.0
	1,649,000.00	179,210.74	179,210.74	1,469,789.26	10.9
EXPENDITURES					
WATER DISTRIBUTION:					
PERSONAL SERVICES	369,885.00	26,902.37	26,902.37	342,982.63	7.3
MATERIAL AND SERVICES	201,900.00	8,567.60	8,567.60	193,332.40	4.2
CAPITAL OUTLAY	59,900.00	398.39	398.39	59,501.61	.7
	631,685.00	35,868.36	35,868.36	595,816.64	5.7
WATER TREATMENT:					
PERSONAL SERVICES	299,564.00	23,801.58	23,801.58	275,762.42	8.0
MATERIAL AND SERVICES	195,300.00	7,773.18	7,773.18	187,526.82	4.0
CAPITAL OUTLAY	35,400.00	398.39	398.39	35,001.61	1.1
TRANSFERS OUT	417,829.00	.00	.00	417,829.00	.0
CONTINGENCIES AND RESERVES	179,222.00	.00	.00	179,222.00	.0
	1,127,315.00	31,973.15	31,973.15	1,095,341.85	2.8
DEPARTMENT 24:					
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	.00	.00	.00	.00	.0
	1,759,000.00	67,841.51	67,841.51	1,691,158.49	3.9
	(110,000.00)	111,369.23	111,369.23	(221,369.23)	101.2

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 1 MONTHS ENDING JULY 31, 2016

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	3,004,000.00	255,903.77	255,903.77	2,748,096.23	8.5
OTHER REVENUE	5,000.00	210.00	210.00	4,790.00	4.2
TRANSFER IN	.00	.00	.00	.00	.0
	3,004,500.00	256,113.77	256,113.77	2,748,386.23	8.5
EXPENDITURES					
WASTEWATER COLLECTION:					
PERSONAL SERVICES	522,442.00	43,175.21	43,175.21	479,266.79	8.3
MATERIAL AND SERVICES	227,700.00	3,009.81	3,009.81	224,690.19	1.3
CAPITAL OUTLAY	40,900.00	398.39	398.39	40,501.61	1.0
	791,042.00	46,583.41	46,583.41	744,458.59	5.9
WASTEWATER TREATMENT:					
PERSONAL SERVICES	511,268.00	39,688.29	39,688.29	471,579.71	7.8
MATERIAL AND SERVICES	583,400.00	24,485.84	24,485.84	558,914.16	4.2
CAPITAL OUTLAY	24,900.00	398.39	398.39	24,501.61	1.6
TRANSFERS OUT	1,591,503.00	.00	.00	1,591,503.00	.0
CONTINGENCIES AND RESERVES	306,887.00	.00	.00	306,887.00	.0
	3,017,958.00	64,572.52	64,572.52	2,953,385.48	2.1
	3,809,000.00	111,155.93	111,155.93	3,697,844.07	2.9
	(804,500.00)	144,957.84	144,957.84	(949,457.84)	18.0

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 1 MONTHS ENDING JULY 31, 2016

URBAN RENEWAL AGENCY FUND

		BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
	REVENUE					
	TAXES	478,671.00	3,397.48	3,397.48	475,273.52	.7
	INTERGOVERNMENTAL	.00	.00	.00	.00	.0
	OTHER REVENUE	500.00	.40	.40	499.60	.1
		479,171.00	3,397.88	3,397.88	475,773.12	.7
	EXPENDITURES					
GENERAL:						
	PERSONAL SERVICES	.00	.00	.00	.00	.0
	MATERIAL AND SERVICES	35,000.00	.00	.00	35,000.00	.0
	CAPITAL OUTLAY	198,632.00	.00	.00	198,632.00	.0
	DEBT SERVICE	.00	.00	.00	.00	.0
	TRANSFERS OUT	435,539.00	.00	.00	435,539.00	.0
	CONTINGENCIES AND RESERVES	.00	.00	.00	.00	.0
		669,171.00	.00	.00	669,171.00	.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
		669,171.00	.00	.00	669,171.00	.0
		(190,000.00)	3,397.88	3,397.88	(193,397.88)	1.8

Report Criteria:
Report type: Summary

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
08/16	08/04/2016	77674	5656	Aerzen USA Corporation	25-00-2005	439.89
08/16	08/04/2016	77675	5527	Big State Industrial Supply Inc	20-00-2005	327.16
08/16	08/04/2016	77676	5004	Blumenthal Uniforms & Equipment	10-00-2005	456.45
08/16	08/04/2016	77677	4827	Boldt, Carlisle & Smith LLC	10-00-2005	2,300.00
08/16	08/04/2016	77678	1169	Brookings Electronic Svs Inc	10-00-2005	971.05
08/16	08/04/2016	77679	313	Brookings Vol Firefighters	10-00-2005	2,250.00
08/16	08/04/2016	77680	715	Budge McHugh Supply	10-00-2005	4,897.94
08/16	08/04/2016	77681	528	Caselle, Inc	25-00-2005	889.33
08/16	08/04/2016	77682	4533	Chetco Activity Center	10-00-2005	21.00
08/16	08/04/2016	77683	3834	Clean Sweep Janitorial Service	10-00-2005	1,635.00
08/16	08/04/2016	77684	1745	Coastal Paper & Supply, Inc	10-00-2005	2,512.36
08/16	08/04/2016	77685	183	Colvin Oil Company	10-00-2005	2,017.78
08/16	08/04/2016	77686	4746	Curry County Treasurer	10-00-2005	1,674.00
08/16	08/04/2016	77687	1	Robert & Debra Fieber	20-00-2005	121.09
08/16	08/04/2016	77688	1	R. Elaine Heimer	20-00-2005	222.96
08/16	08/04/2016	77689	1	John Mullen	20-00-2005	8.94
08/16	08/04/2016	77690	1	Ralph Smith	20-00-2005	222.53
08/16	08/04/2016	77691	1	Bill Tuma	20-00-2005	18.19
08/16	08/04/2016	77692	5333	Double D Electric	10-00-2005	1,289.55
08/16	08/04/2016	77693	749	Emerald Pool & Patio	10-00-2005	6,960.56
08/16	08/04/2016	77694	2186	Ferguson	20-00-2005	5,429.84
08/16	08/04/2016	77695	5432	First Community Credit Union	25-00-2005	812.99
08/16	08/04/2016	77696	4646	Frontier	30-00-2005	531.25
08/16	08/04/2016	77697	5657	Gold Form & Label Company	25-00-2005	1,484.17
08/16	08/04/2016	77698	269	Grainger	25-00-2005	759.00
08/16	08/04/2016	77699	139	Harbor Logging Supply	20-00-2005	403.35
08/16	08/04/2016	77700	3632	Harbor View Windows, Heating & Air Inc	10-00-2005	795.00
08/16	08/04/2016	77701	199	Richard Harper	10-00-2005	400.00
08/16	08/04/2016	77702	5097	Invensys Systems, INC	25-00-2005	1,004.66
08/16	08/04/2016	77703	4980	iSecure	10-00-2005	33.00
08/16	08/04/2016	77704	162	Kerr Hardware	10-00-2005	1,628.46
08/16	08/04/2016	77705	328	Les Schwab Tire Center	10-00-2005	239.68
08/16	08/04/2016	77706	867	Local Gov't Personnel Inst	10-00-2005	1,149.00
08/16	08/04/2016	77707	4981	McLennan Excavation, Inc	57-00-2005	425,722.55
08/16	08/04/2016	77708	5658	Med-Trans	10-00-2005	482.00
08/16	08/04/2016	77709	4269	Milliman, Gary	10-00-2005	67.50
08/16	08/04/2016	77710	4487	Net Assets Corporation	10-00-2005	220.00
08/16	08/04/2016	77711	279	One Call Concepts, Inc	20-00-2005	30.36
08/16	08/04/2016	77712	5155	Oregon Department of Revenue	10-00-2005	4,992.78
08/16	08/04/2016	77713	5390	O'Reilly Automotive, Inc	20-00-2005	106.24
08/16	08/04/2016	77714	5655	Pacific Excavation Inc	53-00-2005	164,395.75
08/16	08/04/2016	77715	4794	Pacific Rim Copy Center	10-00-2005	31.00
08/16	08/04/2016	77716	5610	Community Newspapers/Portland Tribun	53-00-2005	138.06
08/16	08/04/2016	77717	252	Paramount Pest Control	10-00-2005	50.00
08/16	08/04/2016	77718	5101	Pitney Bowes Reserve Acct	10-00-2005	500.00
08/16	08/04/2016	77719	322	Postmaster	25-00-2005	850.00
08/16	08/04/2016	77720	207	Quill Corporation	10-00-2005	789.99
08/16	08/04/2016	77721	3309	Roberts & Associates	15-00-2005	180.00
08/16	08/04/2016	77722	1840	Rogue Credit Union	25-00-2005	1,140.72
08/16	08/04/2016	77723	3093	Shelton Turnbull Printers Inc	10-00-2005	366.35
08/16	08/04/2016	77724	5653	State Court	10-00-2005	27.33
08/16	08/04/2016	77725	944	Verizon	10-00-2005	479.46
08/16	08/04/2016	77726	861	Village Express Mail Center	10-00-2005	24.35

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount	
08/16	08/04/2016	77727	169	Waste Connections Inc	10-00-2005	476.09	
08/16	08/04/2016	77728	670	Western Equipment & Irrigation Dist Inc	10-00-2005	22.81	
08/16	08/04/2016	77729	5654	Westoby, Doris	61-00-2005	42.74	
08/16	08/05/2016	77730	5661	Downer Jr, Hugh C	10-00-2005	3,349.19	
08/16	08/11/2016	77731	4058	44Mag Distributing LLC	10-00-2005	2,275.00	
08/16	08/11/2016	77732	4508	AICPA Renewal Processing	10-00-2005	255.00	
08/16	08/11/2016	77733	5552	Chrissy Bevens	10-00-2005	148.12	
08/16	08/11/2016	77734	4363	Black & Rice LLP	10-00-2005	10,500.70	
08/16	08/11/2016	77735	2407	Blue Star Gas	10-00-2005	3,730.45	
08/16	08/11/2016	77736	5004	Blumenthal Uniforms & Equipment	10-00-2005	719.50	
08/16	08/11/2016	77737	5440	Breadon Jr, Robert	25-00-2005	52.00	
08/16	08/11/2016	77738	5048	Brookings Harbor Medical Center	10-00-2005	150.00	
08/16	08/11/2016	77739	416	Brookings Lock & Safe Inc	10-00-2005	40.00	
08/16	08/11/2016	77740	4193	C & K Market, Inc	10-00-2005	59.97	
08/16	08/11/2016	77741	4594	C & M Equipment, Inc.	10-00-2005	22.50	
08/16	08/11/2016	77742	5070	Canon Solutions America	10-00-2005	567.59	
08/16	08/11/2016	77743	1373	Cascade Fire Equipment	10-00-2005	1,534.70	
08/16	08/11/2016	77744	3015	Charter Communications	10-00-2005	702.35	
08/16	08/11/2016	77745	3512	Richard Christensen	25-00-2005	52.00	
08/16	08/11/2016	77746	4928	CIS Trust	10-00-2005	181,895.09	
08/16	08/11/2016	77747	3834	Clean Sweep Janitorial Service	25-00-2005	225.00	
08/16	08/11/2016	77748	822	Coast Auto Center	10-00-2005	792.74	
08/16	08/11/2016	77749	3844	Donna Colby-Hanks	10-00-2005	21.00	
08/16	08/11/2016	77750	5450	Complete Wireless Technologies	10-00-2005	120.00	
08/16	08/11/2016	77751	173	Curry Equipment	20-00-2005	660.17	
08/16	08/11/2016	77752	284	Day Management Corp	20-00-2005	177.86	
08/16	08/11/2016	77753	317	DCBS - Fiscal Services	10-00-2005	98.94	
08/16	08/11/2016	77754	185	Del Cur Supply	50-00-2005	92.00	
08/16	08/11/2016	77755	1	Ellis Bartreau	20-00-2005	71.21	
08/16	08/11/2016	77756	1	Kimberly Bishop	20-00-2005	183.40	
08/16	08/11/2016	77757	1	Deborah Fries	20-00-2005	191.30	
08/16	08/12/2016	77758	1	Deposit Refund	20-00-2005	.00	V
08/16	08/11/2016	77759	1	Jennifer Steineke	20-00-2005	26.35	
08/16	08/11/2016	77760	1	Shawnna Womack	20-00-2005	74.15	
08/16	08/11/2016	77761	5663	Engineering News-Record	10-00-2005	78.00	
08/16	08/11/2016	77762	3342	Fastenal	20-00-2005	270.69	
08/16	08/11/2016	77763	2186	Ferguson	20-00-2005	16,757.54	
08/16	08/11/2016	77764	153	Ferrellgas	25-00-2005	602.83	
08/16	08/11/2016	77765	4646	Frontier	10-00-2005	163.28	
08/16	08/11/2016	77766	4872	G. W., Inc.	10-00-2005	1,569.00	
08/16	08/11/2016	77767	5172	Gowman Electric, Inc	50-00-2005	6,175.00	
08/16	08/11/2016	77768	269	Grainger	20-00-2005	317.38	
08/16	08/11/2016	77769	198	Grants Pass Water Lab	20-00-2005	342.00	
08/16	08/11/2016	77770	167	Hach Company	25-00-2005	877.88	
08/16	08/11/2016	77771	525	Mark Haglund	25-00-2005	52.00	
08/16	08/11/2016	77772	5470	Heffington, Joyce J	10-00-2005	1,560.00	
08/16	08/11/2016	77773	5664	Henry, Dan	10-00-2005	208.00	
08/16	08/11/2016	77774	3978	KLB Enterprises	15-00-2005	1,688.09	
08/16	08/11/2016	77775	5660	Leathers & Associates Inc	50-00-2005	1,500.00	
08/16	08/11/2016	77776	685	Neilson Research Corporation	25-00-2005	483.75	
08/16	08/11/2016	77777	5662	Nelson, Penny	10-00-2005	214.00	
08/16	08/11/2016	77778	5659	Nishioka, Caro	10-00-2005	28.00	
08/16	08/11/2016	77779	3159	NorthCoast Health Screening	10-00-2005	45.00	
08/16	08/11/2016	77780	3561	Oil Can Henry's	10-00-2005	81.99	
08/16	08/11/2016	77781	5008	Online Information Services	10-00-2005	117.69	
08/16	08/11/2016	77782	4332	Oregon Assoc Chiefs of Police	10-00-2005	112.00	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
08/16	08/11/2016	77783	5237	Oregon Mayors Association	10-00-2005	370.00
08/16	08/11/2016	77784	5389	Pape Kenworth	20-00-2005	936.00
08/16	08/11/2016	77785	708	Pelican Bay Art Association	10-00-2005	278.00
08/16	08/11/2016	77786	1920	Pitney Bowes, Inc.	10-00-2005	122.38
08/16	08/11/2016	77787	4105	Precision Eyecare PC	10-00-2005	208.00
08/16	08/11/2016	77788	207	Quill Corporation	10-00-2005	204.50
08/16	08/11/2016	77789	5002	Seven Feathers Casino Resort	25-00-2005	319.20
08/16	08/11/2016	77790	5002	Seven Feathers Casino Resort	25-00-2005	319.20
08/16	08/11/2016	77791	5002	Seven Feathers Casino Resort	25-00-2005	319.20
08/16	08/11/2016	77792	5665	Sinderson, Vegi	10-00-2005	204.00
08/16	08/11/2016	77793	380	Stadelman Electric Inc	20-00-2005	64.00
08/16	08/11/2016	77794	2738	Taser International	10-00-2005	1,067.01
08/16	08/11/2016	77795	861	Village Express Mail Center	20-00-2005	48.51
08/16	08/11/2016	77796	2122	Cardmember Service	10-00-2005	12,474.16
08/16	08/11/2016	77797	169	Waste Connections Inc	25-00-2005	1,661.99
08/16	08/11/2016	77798	151	Western Communications, Inc.	10-00-2005	643.78
08/16	08/11/2016	77799	718	Western Mercantile Agency Inc	10-00-2005	929.24
08/16	08/11/2016	77800	5011	Xylem Water Solutions USA, INC	25-00-2005	9,738.00
08/16	08/18/2016	77801	4734	Aramark Uniform Services	10-00-2005	115.48
08/16	08/18/2016	77802	5669	Assoc of Vietnam Veterans of America In	32-00-2005	3,000.00
08/16	08/18/2016	77803	5667	Beaman, Cindi	10-00-2005	77.00
08/16	08/18/2016	77804	4939	BI- Mart Corporation	25-00-2005	284.57
08/16	08/18/2016	77805	4859	Brookings Harbor Garden Club	10-00-2005	1,500.00
08/16	08/18/2016	77806	5048	Brookings Harbor Medical Center	10-00-2005	150.00
08/16	08/18/2016	77807	5191	Cloud Sherpas Inc	49-00-2005	5,550.00
08/16	08/18/2016	77808	4882	Coastal Heating & Air	10-00-2005	7,191.00
08/16	08/18/2016	77809	166	Dan's Auto & Marine Electric	15-00-2005	71.42
08/16	08/18/2016	77810	1	Robert Bodenstab	20-00-2005	243.68
08/16	08/18/2016	77811	1	Bill K or Helen M Smyth	20-00-2005	20.96
08/16	08/18/2016	77812	5666	Dresen Design	10-00-2005	574.60
08/16	08/18/2016	77813	2640	Dyer Partnership Inc., The	53-00-2005	35,186.37
08/16	08/18/2016	77814	4011	ECO Lab	25-00-2005	461.32
08/16	08/18/2016	77815	2186	Ferguson	20-00-2005	1,158.96
08/16	08/18/2016	77816	5668	Fletcher, Randy	10-00-2005	205.00
08/16	08/18/2016	77817	5078	Geotechnical Resources, Inc	57-00-2005	1,657.50
08/16	08/18/2016	77818	5065	Gold Beach Lumber	20-00-2005	1,283.87
08/16	08/18/2016	77819	269	Grainger	20-00-2005	387.36
08/16	08/18/2016	77820	3961	Grizzly Fence & Construction	15-00-2005	210.00
08/16	08/18/2016	77821	5388	Palm Industries Inc	10-00-2005	41,443.08
08/16	08/18/2016	77822	207	Quill Corporation	10-00-2005	219.68
08/16	08/18/2016	77823	380	Stadelman Electric Inc	10-00-2005	64.00
08/16	08/25/2016	77824	183	Colvin Oil Company	25-00-2005	2,342.77
08/16	08/25/2016	77825	5670	Cunningham, Kristen	10-00-2005	208.00
08/16	08/25/2016	77826	566	Curry County Assessor	51-00-2005	200.00
08/16	08/25/2016	77827	1	Christina DeYoung	20-00-2005	24.68
08/16	08/25/2016	77828	1	Josh Harper	20-00-2005	52.51
08/16	08/25/2016	77829	1	Al Rosichelli	20-00-2005	48.50
08/16	08/25/2016	77830	1	Ashley Siedschlag	20-00-2005	136.63
08/16	08/25/2016	77831	1	Nicki Young	20-00-2005	3.96
08/16	08/25/2016	77832	5156	Desi's Tree Trimming	50-00-2005	640.00
08/16	08/25/2016	77833	261	Engineered Control Products	20-00-2005	489.59
08/16	08/25/2016	77834	3342	Fastenal	20-00-2005	660.12
08/16	08/25/2016	77835	2186	Ferguson	20-00-2005	1,947.92
08/16	08/25/2016	77836	4646	Frontier	25-00-2005	850.00
08/16	08/25/2016	77837	5526	L.N. Curtis & Sons Inc	10-00-2005	158.40
08/16	08/25/2016	77838	533	OCPDA	10-00-2005	150.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
08/16	08/25/2016	77839	5655	Pacific Excavation Inc	53-00-2005	8,652.41
08/16	08/25/2016	77840	3	Darla Duran	20-00-2005	57.66
08/16	08/25/2016	77841	3	Judith Powell	20-00-2005	14.14
08/16	08/25/2016	77842	4820	Unites States Geological Survey	20-00-2005	10,561.00
08/16	08/25/2016	77843	5071	Wes' Towing	10-00-2005	70.00
08/16	08/25/2016	77844	551	Western Pacific Tree Serv Inc	50-00-2005	5,950.00
08/16	08/25/2016	77845	4131	Zumar Industries Inc	15-00-2005	456.72
Grand Totals:						1,051,712.69

Dated: _____

Mayor: _____

City Council: _____

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City Recorder: _____

Report Criteria:
Report type: Summary