



CITY COUNCIL REGULAR SESSION AGENDA
Monday, March 07, 2016 - 6:00 PM
Council Chambers - 169 SW Coast Highway, Newport, Oregon 97365

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to Peggy Hawker, City Recorder at 541.574.0613.

The agenda may be amended during the meeting to add or delete items, change the order of agenda items, or discuss any other business deemed necessary at the time of the meeting.

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER AND ROLL CALL

3. PUBLIC COMMENT

This is an opportunity for members of the audience to bring to the Council's attention any item not listed on the agenda. Comments will be limited to three (3) minutes per person with a maximum of 15 minutes for all items. Speakers may not yield their time to others

4. PROCLAMATIONS, PRESENTATIONS, AND SPECIAL RECOGNITIONS

Any formal proclamations or recognitions by the Mayor and Council can be placed in this section. Brief presentations to the City Council of five minutes or less are also included in this part of the agenda.

5. CONSENT CALENDAR

The consent calendar consists of items of a repeating or routine nature considered under a single action. Any Councilor may have an item on the consent agenda removed and considered separately on request.

5.A. Approval of Minutes of City Council Work Session and Regular Meeting of February 16, 2016

[February 16, 2016 Work Session.docx](#)

[February 16, 2016 City Council Minutes.pdf](#)

6. PUBLIC HEARING

This is an opportunity for members of the audience to provide testimony/comments on the specific issue being considered by the City Council. Comments will be limited to three (3) minutes per person.

6.A. Consideration and Possible Adoption of Resolution No. 3740, a Resolution Providing for a Supplemental Budget and Making Appropriation/Total Requirement Changes for the Fiscal Year 2015-2016.

[City Manager's Report and Recommendation -- Adoption of Resolution No. 3740.pdf](#)
[Copy of](#)

[Supplemental Budget -Resolution and Legal Notice- Attachment A - March 7 2016 2.pdf](#)

[Staff Report Resolution 3740 City Supplemental Budget -February 1 2016.docx](#)

[Supplemental Resolution No. 3740 for Feb 1 2016.docx](#)

[Budget with Supplementals.FY 2016 - for Resolution 3740 - Attach B.pdf](#)

[Supplemental Budget -Resolution and Legal Notice- Attachment A - March 7 2016.pdf](#)

7. COMMUNICATIONS

Any agenda items requested by Mayor, City Council Members, City Attorney, or any presentations by boards or commissions, other government agencies, and general public will be placed on this part of the agenda.

7.A. From the Surf Rider Foundation regarding Bacteria Testing in the Nye Beach Storm Sewer Basin

[City Manager's Report and Recommendation -From Surf Rider Foundation regarding Bacteria Testing in the Nye Beach Storm Sewer Basin.pdf](#)

[Staff Report - Surf Rider Presentation 3-7-16.docx](#)

7.B. From Northwest National Marine Renewable Energy Center (NNMREC) Dr.Belinda Batten and Dan Hellin, Report on Pacific Marine Energy Center - Wave Energy Test Sites

[City Manager's Report and Recommendation -From Northwest National Marine Renewable Energy Center \(NNMREC\) Dr. Belinda Batten and Dan Hellin, Report on Pacific Marine Energy Center - Wave Energy Test Sites.pdf](#)
[NNMREC City of Newport Council 03072016.pdf](#)

7.C. From the Regional Airport Review Task Force, Final Report Recommendations Relating to the Newport Municipal Airport

[City Manager's Report and Recommendation - From the Regional Airport Review Task Force, Final Report Recommendation Relating to the Newport Municipal Airport.pdf](#)
[Memo for Regional Airport Review Task Force Report 2-17-16.pdf](#)
[Report for the City of Newport Regional Airport Review Task Force 2-17-2016.pdf](#)

7.D. From Airport Committee, Recommendations on Airport Operations RFP.

[City Manager's Report and Recommendation --From Airport Committee, Recommendations on Airport Operations RFP..pdf](#)
[Airport data for RFP.pdf](#)
[Email from Hodges.pdf](#)
[Newport Proforma Budget.pdf](#)

7.E. From Destination Newport Committee, Recommendation to Approve a Tourism Marketing Grant for Coast Hills Classic Mountain Bike Race

[City Manager's Report and Recommendation - From Destination Newport Committee, Recommendation to Approve a Tourism Marketing Grant for Coast Hills Classic Mountain Bike Race 2.pdf](#)
[Coast Hills Classic Mountain Bike 2016.pdf](#)
[CHC DNCgrant edit.pdf](#)

7.F. From Destination Newport Committee, Recommendation to Approve a Tourism Marketing Grant for Oregon Coast Aquarium for the Oregon Coast Aquarium 5K

[City Manager's Report and Recommendation - From Destination Newport Committee, Recommendation to Approve a Tourism Marketing Grant for Oregon Coast Aquarium 5K.pdf](#)
[2016 Oregon Coast Aquarium 5K.pdf](#)
[Flippers, Feathers, and Fins 5K Grant Fund Application 2016.pdf](#)

7.G. From City Manager Salary Work Group - Report and Possible Action on City Manager Salary

[Mayor Letter Regarding City Manager Salary.pdf](#)
[cm salaries.xlsx](#)
[EmplymtAgrmtAmd SN.docx](#)

8. CITY MANAGER'S REPORT

All matters requiring approval of the City Council originating from the City Manager and departments will be included in this section. This section will also include any status reports for the City Council's information.

- 8.A. Consideration and Possible Adoption of Resolutions 3741 and 3742 approving Clean Water State Revolving Fund (CWSRF) Loan Agreements**
[City Manager's Report and Recommendation --Consideration and Possible Adoption of Resolutions 3741 and 3742 approving Clean Water State Revolving Fund \(CWSRF\) Loan Agreements.pdf](#)
[Staff Report CWSRF Loan Resolution Approval 3-7-16.pdf](#)
[Resolution 3741.pdf](#)
[Resolution 3742.pdf](#)
[OPNLTR Loan#R68934.doc](#)
[OPNLTR Loan#R68935.doc](#)
- 8.B. Possible Action Regarding the Location of the 2016 Farmer's Market**
[City Manager's Report and Recommendation -- Possible Action Regarding the Location of the 2016 Farmer's Market.pdf](#)
[Aerial.pdf](#)
[Mary Young email.pdf](#)
[Letter to council.pdf](#)
[Petition.pdf](#)
- 8.C. Report on Workforce and Affordable Housing Strategies**
[City Manager's Report and Recommendation --Report on Workforce and Affordable Housing Strategies.pdf](#)
[Dear Mayor Roumagoux and Members of the Council \(1\).docx](#)
[Bill Hall email.docx](#)
[Community Development Department Staff Report](#)
[Attachment A to Staff Report](#)
[LCLT Intergovernmental Agreement](#)
- 8.D. Schedule a Public Hearing on City Council Goals for the 2016-17 Fiscal Year**
[City Manager's Report and Recommendation -- Scheduling Public Hearing for City Council Goals for 2016-17 FY.pdf](#)
[City of Newport 2016-17 Goals Report.pdf](#)
- 9. LOCAL CONTRACT REVIEW BOARD**
- 9.A. Approval of Purchase of a 2016 F550 Crew Cab Service Truck for the Water Distribution Department**

[City Manager's Report and Recommendation - Approval of Purchase of a 2016 F550 Crew Cab Service Truck for the Water Distribution Department.pdf](#)
[Staff Report purchase of 2016 Ford Service Truck 3-7-16.pdf](#)
[Invoicing and Purchase Order for 2016 Service Truck.pdf](#)

9.B. Approval of Change Order No. 3 with C&M Excavation for the SW Abalone-Brant Street Improvement Project

[City Manager's Report and Recommendation - Approval of Change Order No. 3 with C&M Excavation for the SW Abalone-Brant Street Improvement Project.pdf](#)
[Council Staff Memo - CO3 -2-19-16.pdf](#)
[Change Order No. 3 with C&M Excavation for the SW Abalone-Brant Street Improvement Project](#)

10. REPORT FROM MAYOR AND COUNCIL

This section of the agenda is where the Mayor and Council can report any activities or discuss issues of concern.

11. PUBLIC COMMENT

This is an additional opportunity for members of the audience to provide public comment. Comments will be limited to five (5) minutes per person with a maximum of 15 minutes for all items. Speakers may not yield their time to others.

12. ADJOURNMENT

February 16, 2016
5:15 P.M.
Newport, Oregon

The Newport City Council met in a work session at the above time in the Conference Room A of the Newport City Hall. On roll call, Roumagoux, Allen, Sawyer, Engler, Swanson, and Busby were present. Saelens was excused.

Staff present was City Manager Nebel, City Recorder Hawker, Community Development Director Tokos, and City Attorney Rich.

Also in attendance were Carla Perry and Ellen Bristow.

ROLL CALL AND INTRODUCTIONS

Roll was called and introductions were made.

MOTION was made by Allen, seconded by Swanson, to excuse Saelens from this work session and the regular meeting of February 16, 2016. The motion carried unanimously in a voice vote.

PRESENTATION ON AFFORDABLE AND WORKFORCE HOUSING INITIATIVES

Nebel reported that this work session is to discuss workforce and other affordable housing initiatives in the city. He stated that a number of these initiatives were discussed in a study that was conducted relating to the Marine Studies Initiative which identified a number of potential strategies to address various affordable housing issues.

Nebel reported that state law requires that cities inventory buildable lands for residential use and encourages these plans to address availability of housing at price points commensurate with the financial capabilities of Newport households. He stated that strategies can then be developed to address areas where the inventory does not correspond to the financial capabilities of residents to afford housing. He noted that the strategies can include working with groups such as Habitat for Humanity, Lincoln County Land Trust, and other similar organizations to promote the development of affordable housing in the city and surrounding areas, addressing issues such as development fees, zoning for density, street widths, and other similar issues to allow for more condensed housing to reduce the cost of land and typically the house due to smaller footprints for the properties. He added Council needs to discuss the potential role that Urban Renewal funding could play in addressing housing issues, and review various strategies to help move any identified initiatives forward.

Nebel reported that the packet contains a PowerPoint presentation that Tokos prepared for the work session to trigger these conversations. He stated that Engler has been participating in a number of forums regarding affordable housing issues. He added that he has asked Engler to provide a brief report on some of the initiatives that have been discussed on a regional or statewide basis at the sessions she has attended.

Nebel reported that at the joint City Council/County Commission meeting that was

held on February 10, 2016, there was a suggestion to create a joint committee among the County Commission and City Council to collectively meet on a number of these types of issues. He noted that in Tokos' PowerPoint, there are a number of collaborative issues that would take the cooperation of the city, county, and other taxing entities. He added that the creation of this type of body to meet periodically to review these initiatives might play a significant role in trying to move some of these collaborative issues forward.

Nebel reported that there is no single way to address the affordable housing issue in Newport or any other community. He stated that it really does require a mix of fixes, and it is important that we get some consensus from Council as to what tools and priorities are important to the Council in moving forward on these housing issues.

Nebel noted that no action will be taken on any items at the work session, but that today's discussions may lead to a number of potential initiatives that would be discussed as regular agenda items at future City Council meetings.

Tokos made a PowerPoint presentation on workforce and affordable housing initiatives. It included: partnership with Habitat for Humanity; partnership with the Lincoln Community Land Trust; creation of a multiple unit property tax exemption to support multi-family housing development; a review of city-owned property to identify whether others are suitable for land banking; tax foreclosed properties; the Community Services Consortium Housing Rehabilitation programs; System Development Charges; narrow street standards; leveraging urban renewal funding; and policy considerations.

Allen inquired as to Tokos' status on the Lincoln Community Land Trust Board of Directors. Tokos reported that he was invited by the LCLT to serve as a general member due to his housing expertise. Allen stated that there seems to have been a blurring of the lines as to whether Tokos served as a general member or as a representative of the city.

Engler stated that the Willamette Neighborhood Housing Services, in Corvallis, is interested in working in Newport.

Nebel noted that this discussion could continue as a part of the goal setting session.

Engler reported that she had attended a recent housing summit. She reviewed concepts that she learned at this event, and added that Caroline Bauman is organizing another housing summit for central Lincoln County. She reported that she has copied handouts from the housing summit and placed them in the Council mailboxes. She asked whether Caroline Bauman should be invited to the Council goal setting session. She added that Bauman is organizing multiple agencies, along with the private sector, and other stakeholders. She stated that the Council goals on housing should be clarified in order to develop policies, strategies, plans, and follow-up, so that this work can stay on track.

Engler reported that she had recently attended the Smart Growth Conference. She noted that there were sessions on good neighborhoods, smart growth, ideas for slowing traffic, ideas for more walkable communities, and more. She added that she is hoping to get Dan Burden to work in Newport.

Nebel noted that this discussion will continue during the upcoming goal setting session.

ADJOURNMENT

Having no further business, the meeting adjourned at 6:00 P.M.

February 16, 2016
6:00 P.M.
Newport, Oregon

Document Body

The Newport City Council, and the City Council acting as the Local Contract Review Board, met on the above date, in the Council Chambers of the Newport City Hall. On roll call, Allen, Busby, Roumagoux, Engler, Sawyer, and Swanson were present. Saelens was excused.

Mayor Roumagoux requested a moment of silence to honor Sergeant Jason Goodding, Seaside Police Department, recently killed on duty, and for Supreme Court Justice Antonin Scalia, recently deceased.

Mayor Roumagoux requested that Council view a YouTube video, produced by students from Roosevelt Middle School, in Eugene, Oregon, regarding the Cascadia Subduction Zone earthquake/tsunami risk. The video was shown and Council unanimously concurred that the students had created an excellent production.

PLEDGE OF ALLEGIANCE

Council, staff, and the audience participated in the Pledge of Allegiance.

PUBLIC COMMENT

Ellen Bristow provided positive comments and constructive criticism regarding the YouTube video on the Cascadia Subduction Zone.

CONSENT CALENDAR

The consent calendar consisted of the following items:

- A. Approval of City Council minutes from the work session and regular meeting of February 1, 2016;
- B. Confirmation of the Mayor's appointment of Braulio Escobar to the Retirement Trust for a term expiring December 31, 2019;
- C. Confirmation of the Mayor's appointment of Wendy Henriksen to the Bicycle/Pedestrian Advisory Committee;
- D. Approval of a recommendation to the OLCC to issue an off-premise sales liquor license for a new outlet to US Market No. 260, LLC, located at 910 North Coast Highway.

MOTION was made by Sawyer, seconded by Swanson, to approve the consent calendar, with the changes to the minutes as noted by Allen. The motion carried unanimously in a voice vote.

COMMUNICATIONS

From the Destination Newport Committee - Recommendation to Award a Tourism Marketing Grant for the Oregon Coast Council for the Arts Capital Campaign. Hawker introduced the agenda item. Nebel reported that the Oregon Coast Council for the Arts will be featuring three special events during 2016 as fundraising activities. He stated that two of these activities should draw visitors from outside the Newport area. He noted that the first would be Country Music on the Coast, and the second would be two performances of Capitol Steps. He added that a package will be developed and promoted that includes a couple of nights in a local hotel, plus tickets for the event. He stated that by drawing out of town visitors to these performances, the PAC can increase and diversify the types of performances that take place in this facility, and increase visitor stays in Newport. He noted that the funding will be used for marketing activities for these events.

Mark McConnell, addressed Council on behalf of this request, and urged their positive support. He reviewed upcoming events.

MOTION was made by Sawyer, seconded by Swanson to authorize the payment of \$5,000 for marketing and advertising for the 2016 "Stay and Go Promotion" to the Oregon Coast Council for the Arts. The motion carried unanimously in a voice vote.

CITY MANAGER'S REPORT

Consideration of an Extension of the Franchise Agreement with Falcon Telecable, Locally Known as Charter Communications. Hawker introduced the agenda item. Nebel reported that the current franchise agreement with Charter Communications expired on April 22, 2013. He stated that the franchise has been extended several times since that expiration date. He noted that in the past year, there have only been a couple of discussions with Charter on a replacement franchise, due to transitional issues at Charter with the possibility of transferring all of the Charter franchises in Oregon to Comcast, and on the city's part in waiting to see if a model franchise would come out of a consortium of cities negotiating together with Charter. He added that on February 2, 2016, he, Rich, and Hawker met with Marion Jackson, Director of Government Affairs, and Mary Roehr, Senior Manager of Government Affairs to reinstate discussions on a new franchise agreement between Charter and the city. He stated that the last extension of the agreement expired the fall of 2015, and that Charter has requested that Council consider an extension of the franchise agreement through June 30, 2016.

Nebel reported that the packet contains a draft franchise agreement that was presented to the city, by Charter, as the basis for going forward with negotiations on a new franchise agreement. He stated that since the implementation of the Cable Communications Policy Act of 1984, and subsequent amendments to the Act, the relationships between cities and cable companies has seen significant modifications in the last two decades. He added that as communications technology continues to develop and evolve, cable companies do not have the same type of monopoly as they did a decade or more ago. He noted that as a result, the cable companies compete with various satellite, online, and video services, which in some cases are not required to pay any local franchise fees. He stated that franchise agreements should create a level

playing field for other like cable franchises. He noted that the city has two cable television franchises, including Charter and Broadstripe, LLC. He added that the Broadstripe franchise expires on December 31, 2018, and primarily serves customers in South Beach.

Nebel reported that there are several issues that staff has been discussing with Charter regarding a new franchise. He stated that first of all, staff believes it is important for the city to maintain a public, education, and government (PEG) access programming channel within the cable system. He noted that in the proposed agreement, Charter is requesting that if the city retains a PEG channel, it is actually utilized with some performance standards imposed by Charter. He added that staff is exploring with the Lincoln County School District the future of the PEG channel to determine how the service can be best utilized in the future. He stated that the city could request PEG fees to offset certain costs related to the utilization of the PEG channel. He noted that these would be fees that would be charged by Charter, to the cable customers, and utilized by the city to cover certain costs including such things as equipment to broadcast Council meetings, other governmental meetings, upgrades, and facility improvements relating to public broadcasting and other similar issues. He added that PEG fees cannot be used for staffing expenses and other operational expenses. He stated that as with the franchise fee, any PEG charges are passed along to Charter customers. He added that while the city has a provision for providing a PEG channel with the Broadstripe franchise, there are no provisions for PEG fees to be paid by Broadstripe. He noted that if Council is interested in proposing a PEG fee in the franchise agreement, it may need to be conditioned upon the same provision being provided in the city's other cable television franchise for it to be enforceable.

Nebel reported that staff will also be reviewing the requirements for rights-of-way use in the franchise agreement. He stated that at first glance, the requirements seem consistent with the current practices between Charter and the city regarding the use of rights-of-way.

Nebel reported that there are a number of court cases that may have an impact on revenues collected by local government related to cable services. He stated that Rich will present an update on potential impacts to the city's franchise agreement.

Nebel reported that with the added competition from other sources of video programming, Charter has seen a decline in subscribers from 2,500 in December 2008 to about 2,000 currently.

Rich reported that the packet contains the newest proposed franchise agreement. He stated that the significant difference between the earliest proposal and the new version is that the earliest proposal had no reference to PEG fees. He noted that some jurisdictions get PEG monies, and cited Eagle Point where the PEG monies amount to \$.50 per subscriber, per month. He added that Charter prefers a more ad hoc process. He stated that the staff would like to tighten the process to predict how much money would be generated. He added that the use of the PEG monies is limited to capital assets rather than operating costs. He reported that the City of Portland enacted a utility license fee which is still pending before the Supreme Court.

Busby asked what the city would be broadcasting on a PEG channel.

Peter Vince, videography instructor at Toledo High School, and coordinator of the filming of City Council meetings, reviewed the history of video production and use of the

PEG channel. He stated that the city entered into an agreement with the Lincoln County School District that the District would operate the video server that sends programming to channel four and to Lincoln City. He added that in 2007 and 2008, his salary was paid half-time from a school improvement grant to create programming for the District. He noted that after 2008, the fund was eliminated, and his time was redirected toward more teaching. He stated that he supports the PEG channel and would like to see the District utilize it more. He added that at one time, the superintendent wanted an hour of original programming monthly. He stated that this is difficult due to post-production time.

Nebel reported that staff will be meeting with District staff and more will be known after that meeting. He stated that the PEG channel has been underutilized, but noted that it is important to reserve the channel in the Charter agreement. He added that there are two issues, one is that the city is requesting the PEG channel, and the other is the PEG monies. He asked whether Council was interested in including a provision for PEG monies in the agreement. He noted that these costs, as franchise fees, are passed on to the customers. He noted that the PEG monies would provide a source of funds for equipment to develop content for the PEG channel. He stated that Charter's position is that the city does not have a similar PEG fee requirement in the Broadstripe agreement, but this requirement may be enacted in the future if it is imposed in the Charter agreement. Busby stated that he failed to see the immediate need to push the issue that hard. He suggested that the fee cannot be imposed across the board as it could not apply to satellite providers. He added that with internet in nearly every home, he is not sure how important the PEG channel is. Allen noted that if the PEG money requirement was imposed, there would be two fees - one is the franchise fee of five percent, and the other would be the PEG monies fee. He stated that Charter is required to provide the PEG channel, and asked whether there is a requirement for Charter to force the city to use the channel. He asked what Charter's legal standing would be if the issue was pushed. Rich stated that it is his understanding that Charter would not have a legal basis to force the city to use the channel. He added that Charter wants the requirements to kick in when Broadstripe is required to provide equal services. He reiterated that the Charter franchise has expired, and that the city will agree that it will not treat Charter and Broadstripe disparately when the Broadstripe franchise is up for renewal.

Vince reported that he filmed Rebecca Cohen telling stories and that he has those episodes in the PEG channel rotation. He stated that the PEG channel has been enlightening for him and his students to see local government in action.

Busby asked to whose advantage it is to conclude these negotiations rapidly. Nebel reported that the city is meeting the obligations of the existing franchise. He noted that at this stage, no side is in a big hurry.

Sawyer reported that when he watches live on the internet, the video does not always display properly. He noted that Charter moved the channel number, and it is difficult to find. He added that the channel defaults to arts programming when local programming is unavailable. Vince noted that this is the solution to black video. Sawyer stated that he would like to know when programs are going to be broadcast. Vince noted that he has not had directives about publicizing this. Sawyer noted that he would support the fees if they would be helpful. He stated that Charter does not have good customer service in the county, and asked why the programming is no longer on channels four and 21.

Allen asked what amount might be anticipated if the PEG monies were a certain amount. Nebel noted that some of the recent franchises provide for \$.50 per month, per subscriber. Allen asked whether the franchise agreement could be amended at a later date to include the PEG fee. Rich noted that if both parties agree, the franchise agreement could be amended. Allen asked whether the fee is necessary or whether it could be added later. Nebel reported that he has never seen a franchise amended.

Allen stated that the city has the ability to look at the complaints filed related to the Charter service. He asked whether staff has ever looked at the complaints. Nebel reported that staff has talked with Charter about general complaints. Allen stated that he would like to see the complaints, and requested staff review the agreement to determine whether this is provided for under the agreement.

Swanson stated that she supports the PEG fee.

Sawyer asked whether Lincoln City has a video system that is fully automated. Nebel reported that one of the issues in Newport is that the city does not have the ability to send live feeds from City Hall into the Charter system. He stated that Charter is reviewing what it would cost to install a live feed from City Hall. Swanson asked whether a direct connection to Charter would be useful during emergencies, and Nebel responded that it would be useful. Sawyer noted that Charter provided free cable television service to City Hall, and asked whether that was still the case. Nebel noted that Charter no longer provides free services to City Hall.

Allen asked whether a specific amount would need to be included in the agreement for PEG monies. Rich stated that the amount is whatever the parties decide. He added that could be a specific charge per subscriber, or reimbursement based on what was spent on eligible PEG costs. Allen stated that there are two options: one is a discreet amount per month; and one is to add general reimbursable language where if no purchases are made, nothing gets charged. He added that he is more in favor of the second option, and that he further prefers not to have an additional charge to customers now. He noted that this would provide more latitude in what the spends and buys. Sawyer stated that he agrees with the PEG fee, and prefers the first option. Swanson stated that she prefers option one. Busby, Engler, and Allen concurred with the second option.

MOTION was made by Sawyer, seconded by Engler, to authorize the Mayor to execute a franchise extension agreement with Falcon Telecable, a California Limited partnership, locally known as Charter Communications through June 30, 2016, or until a new franchise agreement is negotiated, whichever comes first. The motion carried unanimously in a voice vote.

Allen asked Rick whether the option two reimbursement language is viable with Charter. Rich responded that this is generally how Charter has envisioned the process now.

Authorization of a Letter of Commitment to the Oregon Water Resources Department Regarding a SB1069 Grant Application. Hawker introduced the agenda item. Nebel reported that a grant application has been submitted to the Oregon Water Resources Department SB1069 Program to continue work on the seismic remediation of the Big Creek Dams. He stated that the city would be eligible to receive an additional \$250,000 through this program. He noted that the application has been reviewed on a preliminary basis, and in order to proceed with this funding request, a letter of commitment to match

the grant is being requested by OWRD. He added that Council has appropriated \$451,300 towards seismic remediation of the Big Creek Dams in the current fiscal year that can be used as a match to this grant.

Allen noted minor wording changes to make the letter inclusive and reflective of the entire Council.

MOTION was made by Sawyer, seconded by Busby, to approve a letter, as amended, of commitment to the Oregon Water Resources Department regarding a SB1069 Grant Application to fund continued work on the seismic remediation of the Big Creek Dams and authorize the Mayor to sign the letter on behalf of the City of Newport. The motion carried unanimously in a voice vote.

LOCAL CONTRACT REVIEW BOARD

The City Council, acting as the Local Contract Review Board, began its meeting at 7:12 P.M.

Notice of Intent to Award a Contract with ZCS Engineering for Professional Consulting Services for the City of Newport Fire Station Seismic Upgrades. Hawker introduced the agenda item. Nebel reported that the city was awarded a \$1,491,223 grant for seismic rehabilitation of the city's fire hall. He stated that proposals were requested for engineering services, and ZCS Engineering was the firm receiving the highest score of the proposals received for this work. He noted that following the scoring and selection process, ZCS was requested to submit a price proposal, and the proposal fell within the budgeted engineering amount submitted with the grant request. He added that there may be some additional geotechnical engineering that will need to be completed once the design process is initiated.

Busby asked whether the city had ever compiled its expenditures for preparation for a seismic event. Nebel noted that it would be good to have a compilation of all costs for preparation for a seismic event.

MOTION was made by Sawyer, seconded by Engler, that the City of Newport issue a Notice of Intent to Award the consulting services agreement for the seismic upgrades for the Newport Fire Station to ZCS Engineering of Grants Pass, Oregon, in the amount \$167,375, and contingent upon no protest, authorize award and direct the City Manager to execute the contract after seven days on behalf of the City of Newport. The motion carried unanimously in a voice vote.

Approval of Task Order No. 2 with HDR Engineering for Phase IV, Engineering Preliminary Design, Environmental Permitting, and Professional Surveying to Determine the Feasibility of Construction a Roller Compacted Concrete Dam at the Big Creek Reservoirs. Hawker introduced the agenda item. Nebel reported that on September 21, 2015, Council accepted the report on the seismic evaluation of Big Creek Dams No. 1 and No. 2, Phase III, engineering evaluation and corrective action, as prepared by HDR Engineering. He stated that as part of the approval, Council requested further discussion and analysis regarding other ways to mitigate the life risks, identified by the state, posed by the existing dams. He noted that engineering staff has reviewed the areas that would be impacted by a dam failure. He added that to address the loss of life issues, the city would have to acquire 18 private homes, additional undeveloped

property, address the flooding of the Water Treatment Plant, and relocate Big Creek Park to address the life hazard issue. He stated that in discussing this issue with Keith Mills, Oregon Dam and Safety Engineer with the Oregon Water Resources Department, there are a number of significant maintenance issues that are occurring with the dam structures that would need to be addressed if these dams are not replaced, in addition to the acquisition and relocation of the properties in the flood area. He noted that staff also discussed with Mills the issue that the flood area for the dams is also identified by DOGAMI as a tsunami inundation area. He stated that Mills indicated that due to the limited duration of a tsunami event, and the fact that the valley is protected by the fill area for Highway 101, the dam failure risk is determined independently of a tsunami.

Nebel reported that also discussed was what the state's reaction would be in the event that the city chose not to address any structural issues with the dams. He noted that Mills indicated the state's probable action would be to restrict the elevation of water that would be allowed to be stored in the reservoirs. He added that from a city standpoint, a significant reduction in the amount of water that can be stored in the reservoirs would be problematic during the summer months when the reservoir levels can drop significantly.

Nebel reported that Mills also indicated this is great opportunity for the city to significantly increase its overall storage capacity to meet not only current, but future, needs. He stated that Mills indicated the city has a great site to build a dam structure that will be stable in the event of future seismic events.

Nebel reported that if Council proceeds with this next phase, the preferred location for a roller compacted concrete dam would be evaluated. He stated that this would be done in order to determine issues relative to the depth of soil above the bedrock at the proposed dam location, which would be removed to bedrock. He noted that this would allow for the development of a more specific estimate for the future construction of a new dam at that location. He added that Mills also indicated that the design of a new roller compacted dam would be such that it would increase the storage capacity for the city, replace the two existing reservoirs with one larger reservoir, and restore lost storage due to sediment accumulation. He stated that it is also Mill's opinion that if the preliminary evaluation of the dam location confirms what is expected for conditions at that location, the constructed dam would be able to withstand a Cascadia Subduction Zone event without experiencing catastrophic failure.

Nebel reported that he believes it is important to proceed with the task order to initiate the preliminary design including permitting and professional survey to determine the feasibility of constructing a roller compacted concrete dam at the Big Creek Reservoirs in the preferred location.

Busby noted that the letter from Mills is consistent with his comments from the earlier work session, and that the implications are obvious.

MOTION was made by Engler, seconded by Sawyer, to approve Task Order No. 2, Phase IV - Engineering Preliminary Design, Environmental Permitting, and Professional Surveying to Determine the Feasibility of Constructing a Roller Compacted Concrete Dam at the Big Creek Reservoirs, with HDR Engineering in the amount of \$159,942.12, and authorize the City Manager to execute the agreement on behalf of the city. The motion carried unanimously in a voice vote.

Approval of Change Order No. 2 with KSH Construction Company for Safe Haven Hill Tsunami Evacuation Improvements. Hawker introduced the agenda item. Nebel reported that the Safe Haven Hill Tsunami Evacuation Improvement project is proceeding. He stated that as was indicated at the February 1 Urban Renewal Agency meeting, ODOT required a modification to the design, as bid, to replace sections of proposed six-foot and four-foot wide sidewalks with a seven-foot wide sidewalk. He noted that this change required significant additional excavation into the hillside in order to build the wider sidewalk. He added that as a result, the design for the retaining wall had to be modified from a concrete masonry wall to a soldier pile wall with wood lagging in order to deal with the additional height needed for the retaining wall. He noted that the city received the permit, this week, from ODOT for this work. He stated that FEMA has also approved the modification and has given preliminary approval for the additional funding to cover this change in project scope.

Allen asked whether the city or the URA had entered into the agreement. Nebel noted that the project was funded by the URA, but the city had contracted for the construction. He added that if additional funds are needed to complete the project, the request will be made to the URA.

MOTION was made by Allen, seconded by Sawyer, to approve Change Order No. 2 Safe Haven Hill Tsunami Evacuation Improvement Project in the amount of \$207,210.06, with KSH Construction Company, and authorize the City Manager to execute the Change Order. The motion carried unanimously in a voice vote.

Approval of Change Order No. 2 with Pavilion Construction Company for the Aquatic Center Project. Hawker introduced the agenda item. Nebel reported that on September 21, 2015, the Local Contract Review Board awarded a contract to Pavilion Construction for the construction of the Newport Aquatic Center. He stated that work has moved forward with this project. He noted that as indicated at the time of award, the single greatest unknown impacting the construction of this facility would be dealing with the underground issues at the site located next to the Recreation Center. He added that during the excavation, a significantly greater amount of soil had to be excavated and replaced than what was included in the initial estimates for the project. He stated that the total increase to the project costs, associated with excavation of poor soils, import of suitable soils, and compaction is \$210,254.20. He added that there are a number of smaller items that have been encountered bringing the total change order for Council consideration to \$244,939.05. He stated that this is an increase of approximately 3.0% over the contract sum. He noted that Change Order No. 1 was a deduction of the contract in the amount of \$74,400. He distributed a handout and provided a more detailed summary of the project expenses to date. He added that in the near future a decision will need to be made regarding the items that were held in abeyance from the project at the time of award. Gross reviewed the status of the project. He noted that the contractor is about to begin vertical construction; footings will be poured on Friday; and walls will be constructed next week. He added that after that, the cement block walls will be constructed. He stated that the sidewalks are being installed today, and the intersection of Second and Avery Streets should be paved in early March which will reinstate the ADA accessible parking spaces. He reviewed the cost savings from the fill component of the project. He stated that the estimated completion and occupancy date is December 24, 2016.

MOTION was made by Busby, seconded by Engler, to approve Change Order No. 2 with Pavilion Construction, in the amount of \$244,939.05, for the Aquatic Center project and authorize the City Manager to execute the Change Order on behalf of the City of Newport. The motion carried unanimously in a voice vote.

REPORT FROM MAYOR AND COUNCILORS

Roumagoux reported that she met with Maryann Bozza, on February 8, for an informal lunch and discussion regarding an upcoming art exhibit for the new marine studies initiative. She added that the exhibit would show at the Corvallis and Newport campuses.

Roumagoux reported that she met with Bobbi Wilson, from Environment Oregon, who inquired as to how Newport could incorporate solar into the region and goals. She noted that Wilson will also be meeting with Lincoln County Commissioner Bill Hall on Thursday, and will report additional information when it is available.

Roumagoux reported that, on February 11, she attended the Chamber After Hours event at the PAC. She noted that it was well attended, and that VAC Director, Tom Webb, introduced the VAC's new assistant who is well-qualified for the position.

Sawyer addressed the e-mail regarding concerns over ODOT's proposed closures of Highway 20. He noted that a detail that ODOT omitted was the number and duration of the closures. He volunteered to obtain additional information regarding the closures. Nebel reported that ODOT indicated that it is just beginning discussions with stakeholders on the next phase of the project, and that he anticipates additional information in the near future.

Swanson reported that she attended the recent Sister City meeting. She noted that information received at this meeting included the numbers of adults planning to participate in the exchange; the schedules; costs of travel; etc.

Swanson reported that she attended the recent active shooter training. She noted that it was interesting and well-attended.

Busby reported that the Regional Airport Review Task Force will hold its final meeting tomorrow to develop its final recommendations to the City Council.

Busby reported that the RFPs for operating the airport and FBO were reviewed and discussed by the Airport Committee last Tuesday. He added that each proposer made a presentation to the Committee, but that the discussions are not complete, and the Committee will meet again on February 26 to finish the discussion.

Busby reported that the next meeting of the Airport Master Planning Committee will be held on March 15, and will be a time for public input. He added that he hoped that the comments made by the Regional Airport Review Task Force would be applicable to the upcoming meeting. Nebel reported that a preliminary meeting to discuss the master planning process will be scheduled with the City Council or as a joint meeting with the City Council and Airport Committee. Allen asked whether the results of the airport operations RFP process will play into the master planning process. Nebel noted that the operations are a separate focus from facilities and land use issues, and not a primary focus of the master planning effort.

Engler reported that she attended the recent meeting of the Bicycle/Pedestrian Advisory Committee. She noted that the Committee interviewed three applicants to fill the one vacancy, and recommended Wendy Henriksen. She stated that the Committee

is very organized and is reviewing the Master Plan to determine what projects have been completed.

Engler reported that she attended the recent Smart Growth Conference in Portland. She stated that there were lots of new things related to bicycle/pedestrian issues. She noted that she would leave the publications and items that she collected at this conference in the Council office. She stated that this was a national conference with lots of interesting and provocative presentations. She added that most of the PowerPoint presentations are available on-line. She noted that she participated in a walking audit with Dan Burden, and is hoping that this can be done in Newport.

Engler reported that the Solid Waste Advisory Committee will conduct a table top exercise about emergency debris management on March 1. She noted that this activity is open for anyone to attend. She added that she would forward specific information to Council.

Allen asked whether Nebel had received feedback from Committees for the upcoming goal setting session. Nebel noted he had not, but that before the goals are adopted by Council, he would ask the Committees for feedback. He added that Council could revise the goals prior to adoption.

Allen reported that he attended the active shooter training. He noted that there was a good turnout as most of the volunteer firefighters, and some of the paid Fire Department staff, were in attendance.

Allen stated that he is unsure why the Lincoln County Commissioners chair the joint meeting with the City Council which is held once annually. He added that this is the city's work session, and perhaps the Mayor should chair this meeting. He inquired as to why the work session had to be held on a Wednesday evening, and suggested it be held on a Monday before a regular City Council meeting. He added that the Commissioners are paid full-time and suggested they accommodate the City Council schedule since Councilors are volunteers. He also suggested the possibility of more than one joint meeting annually, as he believed there was more discussion that needed to occur on certain issues such as the Farmer's Market, housing, and Lincoln County's development plans. He reiterated that he would like to see another joint work session at 5:00 P.M., before a regular Council meeting, chaired by the Mayor.

Sawyer reported that the Seafood and Wine Festival will be held next week, and there are still volunteer opportunities.

Nebel reported that the city is shifting to Granicus for agenda management and video streaming. He noted that the streaming is through Granicus, rather than the free system, so it should be uninterrupted. He stated that the Granicus program allows timestamping of the video so that viewers can skip to specific items. He added that when the system is fine-tuned, this information will be available on the city's website.

Nebel reported that he would like to schedule a work session with Council at the second meeting on March 21, at noon, to demonstrate the Granicus agenda management system and discuss whether to issue laptops, tablets, or iPads to Councilors in order to handle the agenda and packet electronically.

PUBLIC COMMENT

Ellen Bristow thanked Peter Vince for his work with the students and the videography program. She stated that this program has been great training for the students; created something special for the students; and that the arts can produce income.

Bristow suggested that the city explore the addition of other programming to the PEG channel, including programs from OCCA, OCCC, PAC, etc. Nebel noted that programming from other governmental and educational entities could be included. He added that the city will be initiating discussions to determine the program direction after the retirement of Vince. He added that someone, with time and ability, needs to manage the functions of the channel.

ADJOURNMENT

Having no further business, the meeting adjourned at 8:09 P.M.

Margaret M. Hawker, City Recorder

Sandra N. Roumagoux, Mayor

CITY MANAGER'S REPORT AND RECOMMENDATION



Agenda #:6.A.
Meeting Date: 3-7-16

Agenda Item:

Consideration and Possible Adoption of Resolution No. 3740, a Resolution Providing for a Supplemental Budget and Making Appropriation/Total Requirement Changes for the Fiscal Year 2015-2016.

Background:

Resolution No. 3740 makes certain changes to the budget to address unforeseen circumstances that occurred during the course of the fiscal year. The supplemental budget transfers monies that were set aside for salary and wage adjustments in a contingency line item to the appropriate expenses. The adjustments recognize \$127,835 in revenue that was received by the city to offset expenses for the fire personnel participation in Conflagration events this past summer. The Airport Fund is adjusted to address slide damage that was repaired as part of an emergency declaration by the City Council. Parks and Recreation Fund is recognizing unanticipated revenue and expenses for a middle school basketball project. The Capital Projects are being adjusted to reflect the audited expenditures that occurred in the previous fiscal year for projects continued in the current fiscal year. Please note that project expenditures were estimated in April in order to complete the budget process. This amendment will adjust those projects based on the actual expenses incurred through June 30 for those projects.

Please note that an error was discovered on the breakdown of the proposed supplemental budget after publication. It is appropriate for the Council to correct this error at time of adoption of the resolution. The error related to the Capitol Projects - General Fund resources and the additional removal of AIP 22 RW 34 Airport project. Since this is a reduction in expenditures it does not require further public notice. These numbers should be adjusted as indicated in the revised summary which follows my report as the supplemental budget is adopted.

Recommendation:

I recommend the Mayor conduct a public hearing on the adoption of Resolution No. 3740, a resolution providing for a supplemental budget and making appropriation/total requirement changes for the Fiscal Year 2015-2016.

Following the public hearing and considering any public comments. I recommend the City Council consider the following motion:

I move to adopt Resolution No. 3740 with Attachment A, as revised, a resolution providing for a supplemental budget and making appropriation/total requirement changes for the Fiscal Year 2015-2016, with a correction from the published resolution to Capital Projects - General Fund Budget Amendment recognizing revised FAA-Airport revenues of \$1,270,101 and deleting the AIP RW 34 Runway Rehabilitation project for \$990,933.

Fiscal Effects:
None

Alternatives:
None

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "S. R. Nebel". The signature is fluid and cursive, with the first name "Spencer" and last name "Nebel" clearly distinguishable.

Spencer R. Nebel
City Manager

CITY OF NEWPORT, OREGON

ATTACHMENT "A" - RESOLUTION NO. 3740 ADOPTING A SUPPLEMENTAL BUDGET,
MAKING APPROPRIATION AND CHANGES FOR FISCAL YEAR 2015-16

General Fund			
Resource	Amount	Expenditure	Amount
NO additional resources		Police - wages & benefits	58,511
		Fire - wages & benefits	31,092
		Contingency for future commitments	(89,603)
Revised Total Resources	14,229,487	Revised Total Requirements	14,229,487

Comments: Allocate Contingency for future commitments to wages and benefits which will cover the 2% COLA for union personnel.

Parks & Recreation Fund			
Resource	Amount	Expenditure	Amount
Fee and charges for service	1,000	Sports Program - Materials and Services	1,000
Revised Total Resources	1,710,537	Revised Total Requirements	1,710,537

Comments: Additional monies received to partially fund middle school basketball uniforms.

Street Fund			
Resource	Amount	Expenditure	Amount
NO additional resources	-	Street Maintenance	3367
		Storm Drain maintenance	3367
		Contingency for future commitments	(6,734)
Revised Total Resources	1,641,456	Revised Total Requirements	1,641,456

Comments: Allocate Contingency for future commitments to wages and benefits which will cover the 2% COLA for non-union personnel.

Capital Projects - General							
Resource	Amount	Project Name	Project #	Adjusted Budget	Change	Adjusted Budget	
Beginning fund balance	(2,784,713)	Hwy 1-1 Pedestrian Crossing Improve	11024	185,050	(185,050)	0	
FAA - Airport	1,270,101	Bay Bld, SE Moore Dr, SE Fogarty & SE 4th	12015	2,949,100	(32,530)	2,916,570	
FEMA - Safe Haven	293,834	Strategic Grant Consulting Services	13011	23,605	(492)	23,113	
		SW Abalone Brant Street Improve	14002	2,174,000	24,171	2,198,171	
		SE Ferry Slip Rd Street Improve	14003	1,438,000	15,459	1,453,459	
		2015-16 Street Overlay	15003	264,232	82,138	346,370	
		Preparation of Newport Urban Renewal Plan	15037	0	30,000	30,000	
		AIP 22 RW34 Rehabilitation (duplicate)	12092	990,933	(990,933)	0	
		Aquatic Center	13019	8,262,000	(128,706)	8,133,294	
		Aquatic Center Parking Improvements	14004	285,884	(38,013)	247,871	
		Contingency		58,458	3,178	61,636	
		Note: Only adjusted projects are shown.					
Revised Total Resources	(1,220,778)	Revised Total Requirements		-	(1,220,778)	(1,220,778)	

Comments: Adjust Beginning fund balances (BFB) to audited financial statements and adjust project balances to match BFB amount expected.

Capital Projects - Proprietary							
Resource	Amount	Project Name	Project #	Adjusted Budget	Change	Adjusted Budget	
Restricted Water Revenue bond	(224,920)	Water					
Beginning Fund Balance	(614,557)	NE 71st St Water Tank & Pump Station	11018	2,037,139	(221,670)	1,815,469	
		Strategic Grant Consulting Service	13011	25,192	(3,250)	21,942	
Clean Water SRF Loan	609,959	Sewer					
		Wastewater System Master Plan	13008	111,651	(1,348)	110,303	
		Strategic Grant Consulting Service	13011	25,192	(3,250)	21,942	
		Note: Only adjusted projects are shown.					
Revised Total Resources	11,548,707	Revised Total Requirements		11,778,225	(229,518)	11,548,707	

Comments: Adjust Beginning fund balances (BFB) to audited financial statements and adjust project balances to match BFB amount expected.

Water Fund			
Resource	Amount	Expenditure	Amount
NO additional resources	-	Water Plant - wages & benefits	7016
		Water distrib - wages & benefit	6735
		Contingency for future commitments	(13,751)
Revised Total Resources	-	Revised Total Requirements	0.00

Comments: Allocate Contingency for future commitments to wages and benefits which will cover the 2% COLA for non-union personnel.

CITY OF NEWPORT, OREGON

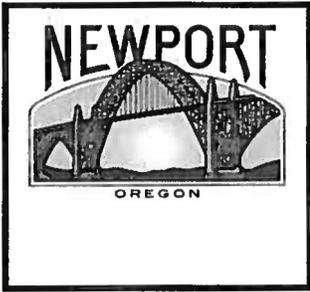
ATTACHMENT "A" - RESOLUTION NO. 3740 ADOPTING A SUPPLEMENTAL BUDGET,
MAKING APPROPRIATION AND CHANGES FOR FISCAL YEAR 2015-16

Wastewater Fund			
Resource	Amount	Expenditure	Amount
		Wastewater plant - wages & benefit	7,135
		Wastewater collections - wages & benefit	4,715
NO additional resources	-	Contingency for future commitments	(11,850)
Revised Total Resources	-	Revised Total Requirements	0

Comments: Allocate Contingency for future commitments to wages and benefits which will cover the 2% COLA for non-union personnel.

Public Works Fund			
Resource	Amount	Expenditure	Amount
		Engineering - wages & benefit	4,905
NO additional resources	-	Contingency for future commitments	(4,905)
Revised Total Resources	1,218,577	Revised Total Requirements	1,218,577

Comments: Allocate Contingency for future commitments to wages and benefits which will cover the 2% COLA for non-union personnel.



City Council Agenda Item

Meeting Date March 7,
2016

Issue/Agenda Title: Resolution No. 3740 providing for a supplemental budget and making appropriation/total requirement changes for the Fiscal Year 2015-2016.

Prepared By: Murzynsky Dept Head Approval: Murzynsky City Mgr Approval:

Proposed Motion: I move to adopt Resolution No. 3740 with Attachment "A", a resolution adopting a supplemental budget for fiscal year 2015-16 and making appropriation increases and changes for fiscal year 2015-16.

Background information:

The General Fund requires an adjustment for increased revenues due to the participation of Fire personnel in Conflagration events in the summer of 2015. The additional revenue is \$127,835 will be used to reimburse the overtime and materials related to this participation. Additionally, \$46, 245 will be transferred to the Fire Reserve for future equipment. See Attachment A for details.

The Airport Fund requires an adjustment due to the slide damage incurred during the Fall Storm of 2015. Council had declared an emergency via Resolution 3738 which enacted Municipal Code Section 1.70. Per section 1.70.02 B (2) the Airport was required to use their contingency which was not sufficient so the unappropriated ending fund balance was used to help cover the balance of the repair work. Adjustments are listed on Attachment A.

The General Fund (Police and Fire departments), Street Fund (Street and Storm Drain Maintenance), Water (Plant and Distribution), Wastewater (Plant and Collections), and Public Works funds (Engineering) require a salary adjustment due to union contract increases so the contingency related to the payroll is being allocated. These are noted on Attachment A.

The Capital Projects General and Proprietary Funds require an adjustment in order to match audited beginning fund balance with budgeted beginning fund balance. The main reason for the adjustments, the 2015-16 budgeted expenditures were incurred and spent in the 2014-15 fiscal year. The projects adjusted are listed on Attachment A.

For the Parks and Recreation Fund, unanticipated revenues were received to partially fund a middle school basketball project. Thus materials and services related to the Sports Program in the Parks and Recreation are to be adjusted to match this increase revenue.

Staff recommends the adoption of the supplemental budget and making appropriation and transfer of funds changes in the funds as detailed on Attachment "A" to Resolution No. 3740.

ORS 294.471 allows for a governing body to approve a supplemental budget. ORS 294.471(a) permits a local government to make a supplemental budget where there is "an occurrence or condition that is not ascertained when preparing the original budget or a previous supplemental budget for the current year or current budget period and that requires a change in financial planning." ORS 294.473 provides the procedures for those instances where the supplemental budget changes the estimated expenditure by ten percent or greater. The required notices have been published.

Also included, Attachment B, is a listing which shows the original budget noted as \$86,189,073 and then individual adjustment columns shown for each Council budget adjustment. The final column is a cumulative total and the City budget has increased to \$82,530,645.

Fiscal Notes:

The funds included in this supplemental budget are the only ones requiring an adjustment. The individual fund information is noted on Attachment A.

Alternatives: None

Attachments:

Resolution 3740

Attachment A – Summary for resolution 3740

Attachment B – Original budget with subsequent adjustments

CITY OF NEWPORT

RESOLUTION NO. 3740

A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET ADJUSTMENT FOR FISCAL YEAR 2015-16, MAKING APPROPRIATION/TOTAL REQUIREMENT CHANGES FOR SPECIFIC FUNDS

WHEREAS, the City of Newport's 2015-16 budget requires changes of appropriation for the General Fund, Parks and Recreation Fund, Street Fund, Capital Projects – General and Proprietary Funds, Water Fund, Wastewater Fund and the Public Works Fund; and have complied with the provisions of ORS 294.

WHEREAS, under the provisions of Oregon Local Budget Law, fund accounts are required to reflect sufficient authorized appropriations consistent with available resources; and

WHEREAS, ORS 294.473 requires a supplemental budget with a public hearing when the estimated expenditures differ by 10 percent or more from the most recent amended budget prior to the supplemental budget, the governing body may adopt the supplemental budget with a public hearing at a regular meeting, and

WHEREAS, the General Fund require an adjustment for increased revenues due to the participation of Fire personnel in Conflagration events in the summer of 2015. The additional revenue is \$127,835 will be used to reimburse the overtime and materials related to this participation. Additionally, \$46, 245 will be transferred to the Fire Reserve for future equipment. Adjustments are listed are listed on Attachment A and no other adjustments are needed; and

WHEREAS, the Airport Fund requires an adjustment due to the slide damage incurred during the Fall Storm of 2015. Council had declared an emergency via Resolution 3738 which enacted Municipal Code Section 1.70. Per section 1.70.02 B (2) the Airport was required to use their contingency which was not sufficient so the unappropriated ending fund balance was used to help cover the balance of the repair work. Adjustments are listed on Attachment A and no other adjustments are needed; and

WHEREAS, the General, Street, Water, Wastewater and Public Works Funds require an expenditure adjustment due to increased payroll due for the new union contracts. No additional appropriation increase authority is required; and

WHEREAS, the Capital Project – General and Proprietary Funds requires an adjustment for increased revenues due to audited and revised beginning funds while the related costs were adjusted due to the revised beginning fund balances. Adjustments are listed are listed on Attachment A and no other adjustments are needed; and

WHEREAS, the Parks and Recreation Fund requires an adjustment for increased revenues and the related costs due to unanticipated revenue. Adjustments are listed and no other adjustments are needed,

THE CITY OF NEWPORT RESOLVES AS FOLLOWS:

- 1) The City of Newport hereby adopts the FY 2015-16 Resolution 3740 set forth above and listed on Attachment A and appropriates the related expenditures.

This resolution will become effective immediately upon passage.

Adopted by the Newport City Council on March 7, 2016.

Sandra N. Roumagoux, Mayor

Attest:

Margaret M. Hawker, City Recorder

CITY OF NEWPORT
Budget with Supplementals/Transfer Resolutions

Fiscal Year 2015 - 2016

Agate Beach
Wayside

NURA

Fund	Appropriation Level	Project No.	Adopted Budget	Appropriation	Appropriation	Appropriation	Adopted Budget	Adjusted				
			Resolution #3710	Change August 17, 2015	Change August 17, 2015	Change August 31, 2015	Resolution 3726	Resolution 3706	Resolution 3728	Resolution 3735	Resolution 3740	Budget FY 2015-2016
101 - General Fund												
	Beginning Fund Balance		2,595,226				50,000					2,645,226
	Revenues		11,530,761									11,530,761
	Conflagration reimbursement		0								127,835	127,835
	Transfer from Room Tax Fund		21,822									21,822
	Transfer from Street Fund		5,578									5,578
	Transfer from Water Fund		13,050									13,050
	Transfer from Wastewater		13,050									13,050
Total Revenues:			14,179,487	0	0		50,000	0	0	0	127,835	14,357,322
101 - General Fund												
	City Administration		1,995,430					20,095				2,015,525
	Police		3,603,480					12,857			58,511	3,674,848
	Fire		1,892,439					4,510			112,682	2,009,631
	Emergency Coordinator		107,000					0				107,000
	Library		1,225,857					13,232				1,239,089
	Community Development		315,380					3,782				319,162
	Facilities & Parks		800,364					5,921				806,285
	Facilities & Parks Projects		426,000					0				426,000
	Non-Departmental		421,488					0				421,488
	Transfer to Airport Fund		310,288									310,288
	Transfer to Capital Projects Fund		5,500				50,000					55,500
	Transfer to Gen Debt Fund		167,442									167,442
	Transfer to Parks & Rec Fund		569,002									569,002
	Transfer to Housing Fund		13,200									13,200
	Transfer to Building Inspection Fund		3,000									3,000
	Transfer to Reserve Fund - Fire		150,000								46,245	196,245
	Transfer to Reserve Fund - Police		30,000									30,000
	Transfer to Prop Capital Projects Fund											0
	Contingency		541,322					(60,397)			(89,603)	391,322
Total General Fund Appropriations			12,577,192	0	0	0	50,000	0	0	0	127,835	12,755,027
Unappropriated Ending Fund Balance			1,602,295									1,602,295
Total General Fund			14,179,487	0	0	0	50,000	0	0	0	127,835	14,357,322
GENERAL FUND - 101			0	0	0	0	0	0	0	0	0	0
201 - Parks & Recreation												
	Beginning Fund Balance		347,870									347,870
	Revenues		612,165								1,000	613,165
	Transfer from General Fund		569,002									569,002
	Transfer from Room Tax Fund		180,500									180,500
Total Revenues:			1,709,537	0	0		0	0	0	0		1,710,537
201 - Parks & Recreation												
	Administration		164,626					2,103				166,729
	60+ Activity Center		168,321					1,431				169,752
	Swimming Pool		392,466					2,430				394,896
	Recreation Center		545,606					1,489				547,095

CITY OF NEWPORT
Budget with Supplementals/Transfer Resolutions

Fiscal Year 2015 - 2016

Agate Beach
Wayside

NURA

Fund	Appropriation Level	Project No.	Adopted Budget	Appropriation	Appropriation	Appropriation	Adopted Budget	Adjusted Budget FY 2015-2016				
			Resolution #3710	Change August 17, 2015	Change August 17, 2015	Change August 31, 2015	Resolution 3726	Resolution 3706	Resolution 3728	Resolution 3735	Resolution 3740	
	Recreation Programs		176,944									176,944
	Sports Programs		122,266									123,266
	Contingency		139,308					(7,453)				131,855
	Total Parks & Recreation Fund		1,709,537	0	0		0	0	0	0		1,710,537
	Unappropriated Ending Fund Balance											0
	Total Parks & Recreation Fund		1,709,537	0	0		0	0	0	0		1,710,537
PARKS & RECREATION - 201			0	0	0		0	0	0	0		0
211 - Public Parking Fund												
	Beginning Fund Balance		323,733									323,733
	Revenues		32,310									32,310
	Total Revenues:		356,043	0	0		0	0	0	0		356,043
211 - Public Parking Fund												
	Public Parking - Nye Beach		12,722									12,722
	Public Parking - City Center		6,896									6,896
	Public Parking - Bay Front		22,218									22,218
	Transfer to Capital Projects Fund		40,000									40,000
	Contingency		274,207									274,207
	Total Public Parking Fund		356,043	0	0		0	0	0	0		356,043
	Unappropriated Ending Fund Balance											0
	Total Public Parking Fund		356,043	0	0		0	0	0	0		356,043
PUBLIC PARKING FUND - 211			0	0	0		0	0	0	0		0
212 - Housing Fund												
	Beginning Fund Balance		157,851									157,851
	Revenues		530									530
	Transfer from General Fund		13,200									13,200
	Total Revenues:		171,581	0	0		0	0	0	0		171,581
212 - Housing Fund												
	Housing		135,849									135,849
	Contingency		35,732									35,732
	Total Housing Fund		171,581	0	0		0	0	0	0		171,581
	Unappropriated Ending Fund Balance											0
	Total Housing Fund		171,581	0	0		0	0	0	0		171,581
HOUSING FUND - 212			0	0	0		0	0	0	0		0
220 - Airport Fund												
	Beginning Fund Balance		353,254									353,254

CITY OF NEWPORT
Budget with Supplementals/Transfer Resolutions

Fiscal Year 2015 - 2016

Agate Beach
Wayside

NURA

Fund	Appropriation Level	Project No.	Adopted Budget	Appropriation	Appropriation	Appropriation	Adopted Budget	Adjusted				
			Resolution #3710	Change August 17, 2015	Change August 17, 2015	Change August 31, 2015	Resolution 3726	Resolution 3706	Resolution 3728	Resolution 3735	Resolution 3740	Budget FY 2015-2016
	Revenues		343,965									343,965
	Transfer from General Fund		310,288									310,288
	Transfer from Room Tax Fund		25,000									25,000
	Total Revenues:		1,032,507	0	0		0	0	0	0	0	1,032,507
220 - Airport Fund												
	Airport Operations		693,941					2,843			70,246	767,030
	Transfer General Debt Fund		6,746									6,746
	Transfer to Capital Proj - Airport		154,293									154,293
	Contingency		71,691					(2,843)			(68,848)	0
	Total Airport Fund		926,671	0	0		0	0	0	0	1,398	928,069
	Unappropriated Ending Fund Balance		105,836								(1,398)	104,438
	Total Airport Fund		1,032,507	0	0		0	0	0	0	0	1,032,507
AIRPORT FUND - 220			0	0	0		0	0	0	0	0	0
230 - Room Tax Fund												
	Beginning Fund Balance		778,488				72,000					850,488
	Revenues		1,321,300							36,855		1,358,155
	Total Revenues:		2,099,788	0	0	0	72,000	0	0	36,855	0	2,208,643
230 - Room Tax Fund												
	Room Tax		1,145,246				(200,000)			36,855		982,101
	Transfer to General Fund		21,822									21,822
	Transfer to Parks & Rec Fund		180,500									180,500
	Transfer to Airport Fund		25,000									25,000
	Transfer to Debt Service General		14,491									14,491
	Transfer to Debt Service Wastewater		127,325									127,325
	Transfer to Capital Proj Fund		375,513			60,000	272,000					707,513
	Contingency		126,381			(60,000)						66,381
	Total Room Tax Fund		2,016,278	0	0	0	72,000	0	0	36,855	0	2,125,133
	Unappropriated Ending Fund Balance		83,510									83,510
	Total Room Tax Fund		2,099,788	0	0	0	72,000	0	0	36,855	0	2,208,643
ROOM TAX FUND - 230			0	0	0	0	0	0	0	0	0	0
240 - Building Inspection Fund												
	Beginning Fund Balance		469,943									469,943
	Revenues		167,010							25,000		192,010
	Transfer from General Fund		3,000									3,000
	Total Revenues:		639,953	0	0	0	0	0	0	25,000	0	664,953
240 - Building Inspections												
	Building Inspections		258,868					3,029		25,000		286,897
	Contingency		25,887					(3,029)				22,858

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CITY OF NEWPORT
Budget with Supplementals/Transfer Resolutions

Fiscal Year 2015 - 2016

Agate Beach
Wayside

NURA

Fund	Appropriation Level	Project No.	Adopted Budget	Appropriation	Appropriation	Appropriation	Adopted Budget	Adjusted Budget FY 2015-2016					
			Resolution #3710	Change August 17, 2015	Change August 17, 2015	Change August 31, 2015	Resolution 3726	Resolution 3706	Resolution 3728	Resolution 3735	Resolution 3740		
	Total Building Inspections Fund		284,755	0	0	0	0	0	0	0	25,000	0	309,755
	Unappropriated Ending Fund Balance		355,198										355,198
	Total Building Inspections Fund		639,953	0	0	0	0	0	0	0	25,000	0	664,953
BUILDING INSPECTION - 240			0	0	0	0	0	0	0	0	0	0	0
251 - Street Fund													
	Beginning Fund Balance		588,769										588,769
	Revenues		982,687										982,687
	Transfer from Water Fund		35,000										35,000
	Transfer from Wastewater Fund		35,000										35,000
	Total Revenues:		1,641,456	0	0	0	0	0	0	0	0	0	1,641,456
251 - Street Fund													
	Street Maintenance		655,041					878				3,367	659,286
	Storm Drain Maintenance		426,956					878				3,367	431,201
	Transfer General Debt Fund		62,190										62,190
	Transfer General Fund		5,578										5,578
	Transfer Capital Projects		10,000										10,000
	Contingency		109,156					(1,756)				(6,734)	100,666
	Total Street Fund		1,268,921	0	0	0	0	0	0	0	0	0	1,268,921
	Unappropriated Ending Fund Balance		372,535										372,535
	Total Street Fund		1,641,456	0	0	0	0	0	0	0	0	0	1,641,456
STREET FUND			0	0	0	0	0	0	0	0	0	0	0
252 - Line Undergrounding													
	Beginning Fund Balance		732,615										732,615
	Revenues		172,800										172,800
	Total Revenues:		905,415	0	0	0	0	0	0	0	0	0	905,415
252 - Line Undergrounding													
	Line Undergrounding		400										400
	Transfer General Debt Fund		59,435										59,435
	Transfer Capital Projects		200,000										200,000
	Contingency		645,580										645,580
	Total Line Undergrounding Fund		905,415	0	0	0	0	0	0	0	0	0	905,415
	Unappropriated Ending Fund Balance		0										0
	Total Line Undergrounding Fund		905,415	0	0	0	0	0	0	0	0	0	905,415
LINE UNDERGROUNDING FUND			0	0	0	0	0	0	0	0	0	0	32

253 - SDC Fund

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Agate Beach
Wayside

NURA

Fund	Appropriation Level	Project No.	Adopted Budget	Appropriation	Appropriation	Appropriation	Adopted Budget	Adjusted Budget FY 2015-2016				
			Resolution #3710	Change August 17, 2015	Change August 17, 2015	Change August 31, 2015	Resolution 3726	Resolution 3706	Resolution 3728	Resolution 3735	Resolution 3740	
	Beginning Fund Balance		1,112,230									1,112,230
	Revenues		249,070									249,070
	Total Revenues:		1,361,300	0	0	0	0	0	0	0	0	1,361,300
253 - SDC Fund												
	SDC - Streets		50,000									50,000
	SDC - Administration		25,000									25,000
	Transfer to Proprietary Debt Fund		10,000									10,000
	Transfer to Capital Projects Fund		187,500			60,000						247,500
	Contingency		1,088,800			(60,000)						1,028,800
	Total SDC Fund		1,361,300	0	0	0	0	0	0	0	0	1,361,300
	Unappropriated Ending Fund Balance											0
	Total SDC Fund		1,361,300	0	0	0	0	0	0	0	0	1,361,300
SDC FUND - 253			0	0	0	0	0	0	0	0	0	0
254 - Agate Beach Closure												
	Beginning Fund Balance		1,404,584									1,404,584
	Revenues		18,000									18,000
	Total Revenues:		1,422,584	0	0	0	0	0	0	0	0	1,422,584
254 - Agate Beach Closure												
	Agate Beach Closure Fund		60,327									60,327
	Contingency		1,362,257									1,362,257
	Total Agate Beach Closure Fund		1,422,584	0	0	0	0	0	0	0	0	1,422,584
	Unappropriated Ending Fund Balance											0
	Total SDC Fund		1,422,584	0	0	0	0	0	0	0	0	1,422,584
AGATE BEACH CLOSURE - 254			0	0	0	0	0	0	0	0	0	0
270 - Newport URA												
	Beginning Fund Balance		774,253									774,253
	Revenues		430,857									430,857
	Total Revenues:		1,205,110	0	0	0	0	0	0	0	0	1,205,110
270 - Newport URA												
	Newport Urban Renewal Operations		200,423									200,423
	Transfer to Capital Projects - General		300,000									300,000
	Contingency		704,687									704,687
	Total Agate Beach Closure Fund		1,205,110	0	0	0	0	0	0	0	0	1,205,110
	Unappropriated Ending Fund Balance											0
	Total SDC Fund		1,205,110	0	0	0	0	0	0	0	0	1,205,110
NEWPORT URBAN RENEWAL AGENCY			0	0	0	0	0	0	0	0	0	0

CITY OF NEWPORT
Budget with Supplementals/Transfer Resolutions

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Agate Beach
Wayside

NURA

Fund	Appropriation Level	Project No.	Adopted Budget	Appropriation	Appropriation	Appropriation	Adopted Budget	Adjusted				
			Resolution #3710	Change August 17, 2015	Change August 17, 2015	Change August 31, 2015	Resolution 3726	Resolution 3706	Resolution 3728	Resolution 3735	Resolution 3740	Budget FY 2015-2016
301 - Debt Service - Water												
	Beginning Fund Balance		118,219									118,219
	Revenues		839,114									839,114
	Transfer from Water Fund		124,676									124,676
	Transfer from Water Fund		330,988									330,988
	Total Revenues:		1,412,997	0	0	0	0	0	0	0	0	1,412,997
301 - Debt Service - Water												
	WTP GO Bond		904,825									904,825
	Water General Debt		124,676									124,676
	Water Revenue Bond		330,988									330,988
	Total Bonded Debt Fund		1,360,489	0	0	0	0	0	0	0	0	1,360,489
	Unappropriated Ending Fund Balance		52,508									52,508
	Total Bonded Debt Fund		1,412,997	0	0	0	0	0	0	0	0	1,412,997
BONDED DEBT FUND - 301			0	0	0	0	0	0	0	0	0	0
302 - Debt Service Wastewater												
	Beginning Fund Balance		1,145,329									1,145,329
	Revenues		880,807									880,807
	Transfer from Wastewater		431,113									431,113
	Transfer from SDC Fund		10,000									10,000
	Transfer from Room Tax Fund		127,325									127,325
	Transfer from Wastewater		200,000									200,000
	Total Revenues:		2,794,574	0	0	0	0	0	0	0	0	2,794,574
302 - Debt Service Wastewater												
	Wastewater GO Bond		935,925									935,925
	Wastewater General Debt		568,438									568,438
	Total Proprietary Debt Fund		1,504,363	0	0	0	0	0	0	0	0	1,504,363
	Loan Reserve - Proprietary Debt		568,438									568,438
	Unappropriated Ending Fund Balance		721,773									721,773
	Total Proprietary Debt Fund		2,794,574	0	0	0	0	0	0	0	0	2,794,574
PROPRIETARY DEBT FUND - 302			0	0	0	0	0	0	0	0	0	0
303 - General Debt - General												
	Beginning Fund Balance		58,186									58,186
	Revenues		475,784									475,784
	Transfer from Street Fund		62,190									62,190
	Transfer from Water Fund		4,553									4,553
	Transfer from Wastewater Fund		31,337									31,337
	Transfer from General Fund		167,442									167,442
	Transfer from Airport Fund		6,746									6,746

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CITY OF NEWPORT
Budget with Supplementals/Transfer Resolutions

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Agate Beach
Wayside

NURA

Fund	Appropriation Level	Project No.	Adopted Budget	Appropriation	Appropriation	Appropriation	Adopted Budget	Adjusted Budget FY 2015-2016				
			Resolution #3710	Change August 17, 2015	Change August 17, 2015	Change August 31, 2015	Resolution 3726	Resolution 3706	Resolution 3728	Resolution 3735	Resolution 3740	
	Transfer from Line Underground		59,435									59,435
	Transfer from Room Tax Fund		14,491									14,491
	Total Revenues:		880,164	0	0	0	0	0	0	0	0	880,164
303 - General Debt - General												
	Swimming Pool GO Bond		488,419									488,419
	General Debt Service		343,638									343,638
	Total General Debt Fund		832,057	0	0	0	0	0	0	0	0	832,057
	Unappropriated Ending Fund Balance		48,107									48,107
	Total General Debt Fund		880,164	0	0	0	0	0	0	0	0	880,164
GENERAL DEBT - 303			0	0	0	0	0	0	0	0	0	0
304 - Debt Service - Newport URA												
	Beginning Fund Balance		2,442,359									2,442,359
	Revenues		2,364,195									2,364,195
	Transfer from Water Fund											0
	Total Revenues:		4,806,554	0	0	0	0	0	0	0	0	4,806,554
304 - Debt Service - Newport URA												
	Debt Service		1,517,732									1,517,732
	Total Revenue Bond Debt Fund		1,517,732	0	0	0	0	0	0	0	0	1,517,732
	Loan Reserve - Revenue Bond		785,463									785,463
	Unappropriated Ending Fund Balance		2,503,359									2,503,359
	Total Revenue Bond Debt Fund		4,806,554	0	0	0	0	0	0	0	0	4,806,554
REVENUE BOND DEBT - 304			0	0	0	0	0	0	0	0	0	0
402 - Capital Projects - General Projects												
	Beginning Fund Balance		14,347,532								(2,784,713)	11,562,819
	Adjust BFB		0								0	0
	Reserve - Premium on Pool Bond		381,973									381,973
	Revenues		5,864,829									5,864,829
	FEMA Revenues - Airport		0								2,261,034	2,261,034
	FEMA Revenues - Safe Haven		0								293,834	293,834
	Transfer from Room Tax		95,795				272,000					367,795
	Transfer from Street Fund		10,000									10,000
	Transfer from Line Underground		200,000									200,000
	Transfer from Public Parking Fund		40,000									40,000
	Transfer from URA		300,000									300,000
	Transfer from SDC Fund		87,500				60,000					147,500
	Transfer from Room Tax		150,000				60,000					210,000
	Transfer from SDC Fund		100,000									100,000
	Transfer from Wastewater Fund		140,000									140,000
	Transfer from Airport Fund		154,293									154,293

CITY OF NEWPORT
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Agate Beach
Wayside

NURA

Fund	Appropriation Level	Project No.	Adopted Budget	Appropriation	Appropriation	Appropriation	Adopted Budget	Adjusted				
			Resolution #3710	Change August 17, 2015	Change August 17, 2015	Change August 31, 2015	Resolution 3726	Resolution 3706	Resolution 3728	Resolution 3735	Resolution 3740	Budget FY 2015-2016
	Transfer from General Fund		5,500				50,000					55,500
	Transfer from Room Tax		129,718									129,718
Total Revenues:			22,007,140	0	0	120,000	322,000	0	0	0	(229,845)	22,219,295
402 - Capital Projects - General Projects												
Capital Projects - General												
	City Center Park Improve	10006	90,000									90,000
	So Beach Tsunami Improve (Phase II)	11014	492,294								0	492,294
	Hwy 1-1 Pedestrian Crossing Improve	11024	185,050								(185,050)	0
	Bay Bld,SE Moore Dr, SE Fogarty & SE 4th	12015	2,949,100								(32,530)	2,916,570
	Wayfinding Sign Project - Phase 3	12018	6,000								0	6,000
	NW 6th Str Storm Sewer	13002	380,000			(180,000)	(200,000)				0	0
	Agate Beach Rec & Wayside Improve	13010	100,624			300,000					0	400,624
	Strategic Grant Consulting Services	13011	23,605								(492)	23,113
	Storm Sewer System Master Plan	13012	20,000									20,000
	SE 35th & Hwy 101 Signalization Improve	13018	67,547								0	67,547
	Sam Moore Crk Water Quaility & Improve	13020	129,550									129,550
	SW Abalone Brant Street Improve	14002	2,174,000								24,171	2,198,171
	SE Ferry Slip Rd Street Improve	14003	1,438,000								15,459	1,453,459
	Fire Station Seismic Rehabilitation	14005	1,491,223									1,491,223
	2015-2016 Sidewalk & Bike Improve	14007	15,000									15,000
	2015-2016 Street Overlay & Improve	15003	264,232								82,138	346,370
	Parks System Master Plan	15011	37,500									37,500
	LID Code Update Study	15012	15,000									15,000
	Nye Beach Turnaround Pavement Rehab	15013	25,000									25,000
	Harbor Way- Nye Str to Abbey Street	15014	81,675									81,675
	Agate Beach State Park to Hwy 101	15015	29,120									29,120
	NE 6th Str Right of Way Acquistion	15016	50,000									50,000
	Ferry Slip Rd Utility Line Underground	15017	500,000									500,000
	NE 7th & Harney Sliplining	15018	100,000									100,000
	Sharrows-BayBlvd fr Natherlin to John Moore	15019	10,000									10,000
	Preparation of Newport Urban Renewal Plan	15037									30,000	30,000
	Nye Creek Storm Sewer Repair	15036	0				200,000					200,000
Capital Projects - Swimming Pool												
	Aquatic Center	13019	7,940,000				322,000				(128,706)	8,133,294
	Aquatic Center Parking Improvements	14004	285,884								(38,013)	247,871
Capital Projects - Airport AIP												
	RW16-34 Rehabilitation	12092	990,933								0	990,933
	RW16-34 Rehabilitation AIP 22	12092	997,256								0	997,256
	FBO Building Repairs	14021	310,000								0	310,000
	Airport Master Plan	15001	385,000								0	385,000
Capital Projects - VAC/PAC												
	Runyan Floors	15020	18,746									18,746
	Entry Stairway & Hall	15021	8,422									8,422
	2nd Floor Room Configuration	15022	5,924									5,924
	Wooden Art Doors	15023	2,500									2,500
	Lobby Expansion	15024	282,267									282,267
	Women's Restrooms	15025	47,230									47,366
	Transfer to SDC Fund - Streets											0
	Transfer to Proprietary Capital Fund											0
	Contingency		58,458								3,178	61,636

CITY OF NEWPORT
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Agate Beach
Wayside

NURA

Fund	Appropriation Level	Project No.	Adopted Budget	Appropriation	Appropriation	Appropriation	Adopted Budget	Adjusted				
			Resolution #3710	Change August 17, 2015	Change August 17, 2015	Change August 31, 2015	Resolution 3726	Resolution 3706	Resolution 3728	Resolution 3735	Resolution 3740	Budget FY 2015-2016
Total Capital Projects - General			22,007,140	0	0	120,000	322,000	0	0	0	(229,845)	22,219,295
Restricted - Swim Pool												0
Unappropriated Ending Fund Balance												0
Total Capital Projects - General			22,007,140	0	0	120,000	322,000	0	0	0	(229,845)	22,219,295
CAPITAL PROJECTS GENERAL			0	0	0	0	0	0	0	0	0	0
403 - Capital Projects - Proprietary												
Beginning Fund Balance			842,934								(614,557)	228,377
Restricted Water Revenue Bond Revenues			3,123,083								(224,920)	2,898,163
Clean Water SRF Loan			6,337,547									6,337,547
Transfer from Water Fund			0								609,959	609,959
Transfer from Wastewater Fund			1,177,075									0
Transfer from Wastewater Fund			297,586									1,177,075
Total Revenues:			11,778,225	0	0	0	0	0	0	0	(229,518)	11,548,707
403 - Capital Projects - Proprietary												
Prop Capital Projects - Water												
NE 71st St Water Tank & Pump Station			11018	2,037,139							(221,670)	1,815,469
Big Creek Dams Preliminary Design			11025	451,300								451,300
Yaquina Hts Tank Interior recoat & Handrails			12010	100,000								100,000
Fixed base Metering System			12029	1,150,000								1,150,000
Strategic Grant Consulting Service			13011	25,192							(3,250)	21,942
Seal Rock Water District Intertie Project			13013	75,000								75,000
Water Rights Revisions			13014	5,533								5,533
Pave Parking Lot at WTP			14012	60,000								60,000
WTF Hallway Expansion			14013	25,000								25,000
Old WTP Demolition/New Storage Garage			14014	200,000								200,000
Water Distribution System Flushing Plan			14015	40,000								40,000
Candletree Pump Station Replacement			14016	450,000								450,000
Emergency Generator			14018	330,000								330,000
SCADA System Upgrade Proj-WTP			15026	73,000								73,000
NE3rd/Yaquina Heights Dr Water Line Install			15029	250,000		(120,000)						130,000
Utility Rate Study			15030	20,000								20,000
Hwy 101 & Golf Course Drive			15035	0		120,000						120,000
Other Eligible Revenue Bond Projects				11,644								11,644
Prop Capital Projects - Wastewater												
Nye Beach Screen & Grinder Pump			11020	200,000							0	200,000
Big Creek Wastewater Lift Station Force Replacemer			12025	2,346,128	553,872						0	2,900,000
Wastewater System Master Plan			13008	111,651							(1,348)	110,303
2016 Sanitary Sewer Televising Program			13009	132,044								132,044
Strategic Grant Consulting Service			13011	25,192							(3,250)	21,942
Smoke Testing Program			13015	45,079							0	45,079
SCADA System Upgrade Proj-WWTP			15027	82,000								82,000
SCADA System Upgrade Proj-WW Collection			15028	42,000								42,000
Utility Rate Study			15030	20,000								20,000
Gravity Sanitary Sewer Upgrade-NW 48th to Big Crei			15031	1,401,323								1,401,323

CITY OF NEWPORT
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Agate Beach
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NURA

Fund	Appropriation Level	Project No.	Adopted Budget	Appropriation	Appropriation	Appropriation	Adopted Budget	Adjusted				
			Resolution #3710	Change August 17, 2015	Change August 17, 2015	Change August 31, 2015	Resolution 3726	Resolution 3706	Resolution 3728	Resolution 3735	Resolution 3740	Budget FY 2015-2016
	Schooner Creek WW Lift Station Foremain Replace	15032	1,794,000	(553,872)								1,240,128
	NE 7th & Douglas & Hurbert between 3rd & 6th	15033	275,000									275,000
	Contingency											0
	Total Capital Projects - Proprietary Fund		11,778,225	0	0	0	0	0	0	0	(229,518)	11,548,707
	Unappropriated Ending Fund Balance											0
	Total Capital Projects - Proprietary Fund		11,778,225	0	0	0	0	0	0	0	(229,518)	11,548,707
CAPITAL PROJECTS PROPRIETARY FUND			0	0	0	0	0	0	0	0	0	0
404 - Reserve Fund												
	Beginning Fund Balance		501,938									501,938
	Revenues		2,050									2,050
	Transfer from General Fund		180,000								46,245	226,245
	Total Revenues:		683,988	0	0	0	0	0	0	0	46,245	730,233
404 - Reserve Fund												
	Capital Outlay - Police		40,000									40,000
	Capital Outlay - Fire		425,000									425,000
	Total Reserve Fund		465,000	0	0	0	0	0	0	0	0	465,000
	Reserve for Future - Police		55,256									55,256
	Reserve for Future - Fire		153,628								46,245	199,873
	Reserve for Future - Library		10,104									10,104
	Unappropriated Ending Fund Balance											0
	Total Reserve Fund		683,988	0	0	0	0	0	0	0	46,245	730,233
RESERVE FUND - 404			0	0	0	0	0	0	0	0	0	0
601 - Water Fund												
	Beginning Fund Balance		1,174,476									1,174,476
	Revenues		3,942,200									3,942,200
	Total Revenues:		5,116,676	0	0	0	0	0	0	0	0	5,116,676
601 - Water Fund												
	Water Plant		1,067,465					1,809			7,016	1,076,290
	Water Distribution		938,418					1,736			6,735	946,889
	Water Non Departmental		930,412									930,412
	Transfer from General Fund		13,050									13,050
	Transfer to Gen Debt Fund		4,553									4,553
	Transfer to Street Fund		35,000									35,000
	Transfer to Water Debt		455,664									455,664
	Transfer to Revenue Bond											0
	Transfer Proprietary Capital Projects		1,177,075									1,177,075
	Contingency		259,917					(3,545)			(13,751)	242,38
	Total Water Fund		4,881,554	0	0	0	0	0	0	0	0	4,881,554
	Unappropriated Ending Fund Balance		235,122									235,122

CITY OF NEWPORT
Budget with Supplementals/Transfer Resolutions

Fiscal Year 2015 - 2016

Agate Beach
Wayside

NURA

Fund	Appropriation Level	Project No.	Adopted Budget	Appropriation	Appropriation	Appropriation	Adopted Budget	Adjusted Budget FY 2015-2016				
			Resolution #3710	Change August 17, 2015	Change August 17, 2015	Change August 31, 2015	Resolution 3726	Resolution 3706	Resolution 3728	Resolution 3735	Resolution 3740	
Total Water Fund			5,116,676	0	0	0	0	0	0	0	0	5,116,676
WATER FUND - 601			0	0	0	0	0	0	0	0	0	0
602 - Wastewater Fund												
	Beginning Fund Balance		892,737									892,737
	Revenues		3,872,680									3,872,680
Total Revenues:			4,765,417	0	0	0	0	0	0	0	0	4,765,417
602 - Wastewater Fund												
	Wastewater Plant		1,536,391					1,809			7,135	1,545,335
	Wastewater Collection		601,914							4,715		606,629
	Wastewater Non Departmental		995,704									995,704
	Transfer to General Fund		13,050									13,050
	Transfer to Gen Debt Fund		31,337									31,337
	Transfer to Street Fund		35,000									35,000
	Transfer to Water Debt		631,113									631,113
	Transfer to Capital Projects - General		140,000									140,000
	Transfer Proprietary Capital Projects		297,586									297,586
	Contingency		279,425					(1,809)			(11,850)	265,766
Total Wastewater Fund			4,561,520	0	0	0	0	0	0	0	0	4,561,520
	Unappropriated Ending Fund Balance		203,897									203,897
Total Wastewater Fund			4,765,417	0	0	0	0	0	0	0	0	4,765,417
WASTEWATER FUND - 602			0	0	0	0	0	0	0	0	0	0
701 - Public Works Fund												
	Beginning Fund Balance		189,102									189,102
	Revenues		1,029,475									1,029,475
Total Revenues:			1,218,577	0	0	0	0	0	0	0	0	1,218,577
701 - Public Works Fund												
	Public Works Administration		290,723					3,432				294,155
	Engineering		533,554					4,018			4,905	542,477
	Fleet Maintenance		88,282					881				89,163
	Contingency		86,606					(8,331)			(4,905)	73,370
Total Public Works Fund			999,165	0	0	0	0	0	0	0	0	999,165
	Unappropriated Ending Fund Balance		219,412									219,412
Total Public Works Fund			1,218,577	0	0	0	0	0	0	0	0	1,218,577
PUBLIC WORKS FUND - 701			0	0	0	0	0	0	0	0	0	0

CITY OF NEWPORT
Budget with Supplementals/Transfer Resolutions

Fiscal Year 2015 - 2016

Agate Beach
Wayside

NURA

Fund	Appropriation Level	Project No.	Adopted Budget Resolution #3710	Appropriation Change August 17, 2015	Appropriation Change August 17, 2015	Appropriation Change August 31, 2015	Adopted Budget Resolution 3726	Adopted Budget Resolution 3706	Adopted Budget Resolution 3728	Adopted Budget Resolution 3735	Adopted Budget Resolution 3740	Adjusted Budget FY 2015-2016
BALANCING AMOUNTS												
			82,189,073	0	0	120,000	444,000	0	0	61,855	(285,283)	82,530,645
			74,112,632	0	0	120,000	444,000	0	0	61,855	(330,130)	74,409,357
			8,076,441	0	0	0	0	0	0	0	44,847	8,121,288
			82,189,073	0	0	120,000	444,000	0	0	61,855	(285,283)	82,530,645

CITY OF NEWPORT, OREGON

ATTACHMENT "A" - RESOLUTION NO. 3740 ADOPTING A SUPPLEMENTAL BUDGET,
MAKING APPROPRIATION AND CHANGES FOR FISCAL YEAR 2015-16

General Fund			
Resource	Amount	Expenditure	Amount
Conflagration revenues	127,835	Police - wages & benefits	58,511
		Fire - wages & benefits	112,682
		Transfer to Reserve Fund - Fire	46,245
		Contingency for future commitments	(89,603)
Revised Total Resources	14,357,322	Revised Total Requirements	14,357,322

Comments: Allocate Contingency for future commitments to wages and benefits which will cover the 2% COLA for union personnel. Conflagration revenues and related expenditures were reimbursed for the fiscal year.

Parks & Recreation Fund			
Resource	Amount	Expenditure	Amount
Fee and charges for service	1,000	Sports Program - Materials and Services	1,000
Revised Total Resources	1,710,537	Revised Total Requirements	1,710,537

Comments: Additional monies received to partially fund middle school basketball uniforms.

Airport Fund			
Resource	Amount	Expenditure	Amount
NO additional resources	-	Airport Operations	70,246
		Contingency	(68,848)
		Unappropriated fund balance	(1,398)
Revised Total Resources	1,032,507	Revised Total Requirements	1,032,507

Comments: Adjustment to expenditures needed due to Fall Storm of 2015 repairs.

Street Fund			
Resource	Amount	Expenditure	Amount
NO additional resources	-	Street Maintenance	3367
		Storm Drain maintenance	3367
		Contingency for future commitments	(6,734)
Revised Total Resources	1,641,456	Revised Total Requirements	1,641,456

Comments: Allocate Contingency for future commitments to wages and benefits which will cover the 2% COLA for non-union personnel.

Capital Projects - General						
Resource	Amount	Project Name	Project #	Adjusted Budget	Change	Adjusted Budget
Beginning fund balance	(2,784,713)	Hwy 1-1 Pedestrian Crossing Improve	11024	185,050	(185,050)	0
FEMA - Airport	2,261,034	Bay Bld,SE Moore Dr, SE Fogarty & SE 4th	12015	2,949,100	(32,530)	2,916,570
FEMA - Safe Haven	293,834	Strategic Grant Consulting Services	13011	23,605	(492)	23,113
		SW Abalone Brant Street Improve	14002	2,174,000	24,171	2,198,171
		SE Ferry Slip Rd Street Improve	14003	1,438,000	15,459	1,453,459
		2015-16 Street Overlay	15003	264,232	82,138	346,370
		Preparation of Newport Urban Renewal Plan	15037	0	30,000	30,000
		Aquatic Center	13019	8,262,000	(128,706)	8,133,294
		Aquatic Center Parking Improvements	14004	285,884	(38,013)	247,871
		Contingency		58,458	3,178	61,636
		Note: Only adjusted projects are shown.				
Revised Total Resources	(229,845)	Revised Total Requirements		-	(229,845)	(229,845)

Comments: Adjust Beginning fund balances (BFB) to audited financial statements and adjust project balances to match BFB amount expected.

Capital Projects - Proprietary						
Resource	Amount	Project Name	Project #	Adjusted Budget	Change	Adjusted Budget
Restricted Water Revenue bond	(224,920)	Water				
Beginning Fund Balance	(614,557)	NE 71st St Water Tank & Pump Station	11018	2,037,139	(221,670)	1,815,469
		Strategic Grant Consulting Service	13011	25,192	(3,250)	21,942
Clean Water SRF Loan	609,959	Sewer				
		Wastewater System Master Plan	13008	111,651	(1,348)	110,303
		Strategic Grant Consulting Service	13011	25,192	(3,250)	21,942
		Note: Only adjusted projects are shown.				
Revised Total Resources	11,548,707	Revised Total Requirements		11,778,225	(229,518)	11,548,707

Comments: Adjust Beginning fund balances (BFB) to audited financial statements and adjust project balances to match BFB amount expected.

CITY OF NEWPORT, OREGON

ATTACHMENT "A" - RESOLUTION NO. 3740 ADOPTING A SUPPLEMENTAL BUDGET,
MAKING APPROPRIATION AND CHANGES FOR FISCAL YEAR 2015-16

Reserve Fund			
Resource	Amount	Expenditure	Amount
Transfer from General Fund	46,245	Reserve for future - Fire	46,245
Revised Total Resources	683,988	Revised Total Requirements	730,233.00

Comments: Fire Reserve Adjustment due to participation in 2015 Conflagration.

Water Fund			
Resource	Amount	Expenditure	Amount
		Water Plant - wages & benefits	7016
		Water distrib - wages & benefit	6735
NO additional resources	-	Contingency for future commitments	(13,751)
Revised Total Resources	-	Revised Total Requirements	0.00

Comments: Allocate Contingency for future commitments to wages and benefits which will cover the 2% COLA for non-union personnel.

Wastewater Fund			
Resource	Amount	Expenditure	Amount
		Wastewater plant - wages & benefit	7,135
		Wastewater collections - wages & benefit	4,715
NO additional resources	-	Contingency for future commitments	(11,850)
Revised Total Resources	-	Revised Total Requirements	0

Comments: Allocate Contingency for future commitments to wages and benefits which will cover the 2% COLA for non-union personnel.

Public Works Fund			
Resource	Amount	Expenditure	Amount
		Engineering - wages & benefit	4,905
NO additional resources	-	Contingency for future commitments	(4,905)
Revised Total Resources	1,218,577	Revised Total Requirements	1,218,577

Comments: Allocate Contingency for future commitments to wages and benefits which will cover the 2% COLA for non-union personnel.

CITY MANAGER'S REPORT AND RECOMMENDATION



Agenda #:7.A.
Meeting Date: 3-7-16

Agenda Item:

From the Surf Rider Foundation, Regarding Bacteria Testing in the Nye Beach Storm Sewer Basin

Background:

The Surf Rider Foundation will present their findings relating to bacteria testing in the Nye Beach Storm Sewer Basin as well as the results of the "Blue Water Scholar" student intern, Leland Wood, who conducted a six-week program to test certain points upstream from the Nye Beach Storm Water Basin. Surf Rider has worked closely with the Public Works Department and the Oregon Coast Aquarium on this effort.

Recommendation:

None at this time.

Fiscal Effects:

None.

Alternatives:

None recommended.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "S. Nebel".

Spencer R. Nebel
City Manager



**STAFF REPORT
CITY COUNCIL AGENDA**

Prepared by: Timothy Gross, PE, Director of Public Works/City Engineer

Title: Informational Presentation by Surfrider Foundation regarding Bacteria Testing in the Nye Beach Storm Sewer Basin

Recommended Motion:

N/A

Background Information:

Surfrider Foundation has an ongoing program to test for Enterococcus bacteria at beaches and storm sewer outfalls, including at least 7 locations in the Newport area. In the past, high bacteria readings have prompted Public Works to perform smoke testing to discover cross-connections between the City’s wastewater and storm sewer systems. One area where past cross-connections were discovered is Nye Beach. A series of high readings at the Nye Beach Pipe Outfall (west of the turnaround parking lot) in fall 2015 caused concern that another cross-connection may exist.

In order to narrow down the source of the bacteria, Surfrider Foundation, Public Works, and Oregon Coast Aquarium partnered on a 6-week program to test at points upstream in the Nye Beach storm sewer basin. Surfrider developed a “Blue Water Scholar” student internship and selected a local high school student, Leland Wood, to perform the testing and analyze the results.

Leland, and Charlie Plybon with Surfrider, will present their findings from the Blue Water Scholar program, and additional information on bacteria testing in the Nye Beach storm sewer basin.

Fiscal Notes:

N/A

Alternatives:

N/A

Attachments:

None

CITY MANAGER'S REPORT AND RECOMMENDATION



Agenda #:7.B.
Meeting Date: 3-7-16

Agenda Item:

From Northwest National Marine Renewable Energy Center (NNMREC) Dr. Belinda Batten and Dan Hellin, Report on Pacific Marine Energy Center - Wave Energy Test Sites

Background:

Dr. Belinda Batten Director of the Northwest NNMREC at Oregon State University will be giving a presentation on the Pacific Marine Energy Center - Wave Energy Test Sites off the coast of Newport. NNMREC's mission is to facilitate the commercialization of marine energy technology. This effort puts Newport at the forefront of wave energy research and development.

Recommendation:

None at this time.

Fiscal Effects:

None.

Alternatives:

None recommended.

Respectfully Submitted,

Spencer R. Nebel
City Manager

Pacific Marine Energy Center: Wave Energy Test Sites off Newport

Belinda Batten

Director

Northwest National Marine Renewable Energy Center
Oregon State University

City of Newport Council Work Session

March 7, 2016



Oregon State
UNIVERSITY

OSU

City Council Packet for March 7, 2016

National Marine Renewable Energy Centers

Northwest National Marine Renewable Energy Center (NNMREC)

University of Washington (tidal)
Oregon State University (wave)
University of Alaska Fairbanks (river)



U.S. DEPARTMENT OF
ENERGY



Southeast National Marine Renewable Energy Center (SNMREC)

Florida Atlantic University
(ocean current & OTEC)

Hawaii National Marine Renewable Energy Center (HINMREC)

University of Hawaii
(wave & OTEC)

Our Mission, Objectives & Impact

Mission

NNMREC's mission is to facilitate the commercialization of marine energy technology, inform regulatory and policy decisions, and to close key gaps in scientific understanding with a focus on student growth and development.

Objectives

- Develop facilities to serve as integrated test centers for marine renewable energy developers
- Evaluate potential environmental and ecosystem effects
- Optimize devices and arrays for deployment
- Improve forecasting
- Increase reliability and survivability

Impact

NNMREC is a unique “go-to” team for industry, regulators, and funders that advances understanding of marine renewable energy, provides integrated research & testing, and provides access to world-class faculty and students.

Approach

Environmental

Site Characterization

Marine Mammals

Benthic Ecosystems

EMF and Acoustics

Sediment Transport

Technical

Testing/Demonstration

Resource Forecasting

Survivability/Reliability

Advanced Materials

Device/Array Optimization

Social

Fisheries/Crabbing

Outreach/Engagement

Existing Ocean Users

Local/State Economy

Policy

NNMREC vs. PMEC

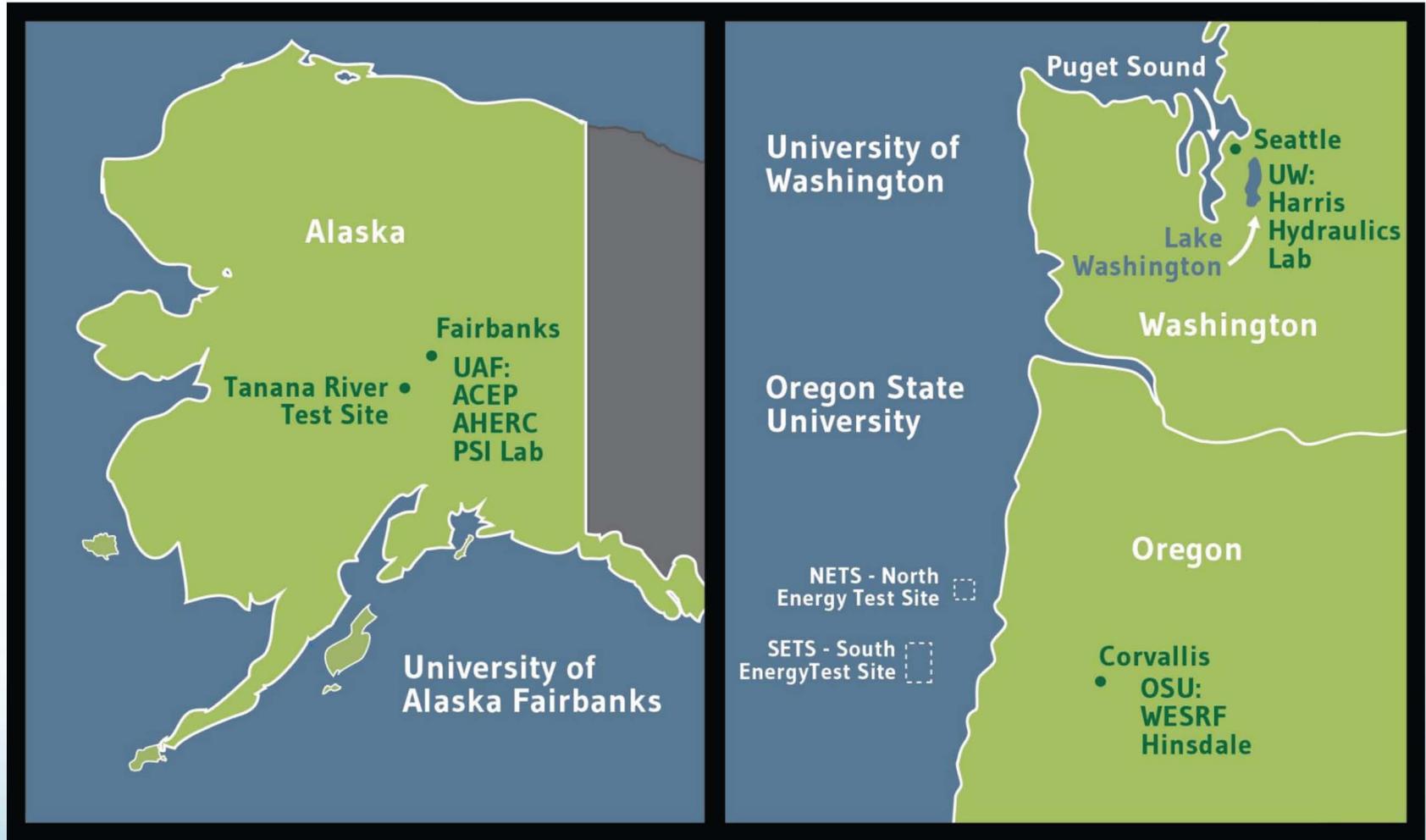


Umbrella organization for wave, current, river academic & scientific research
Industry and academic partner network (domestic and international)

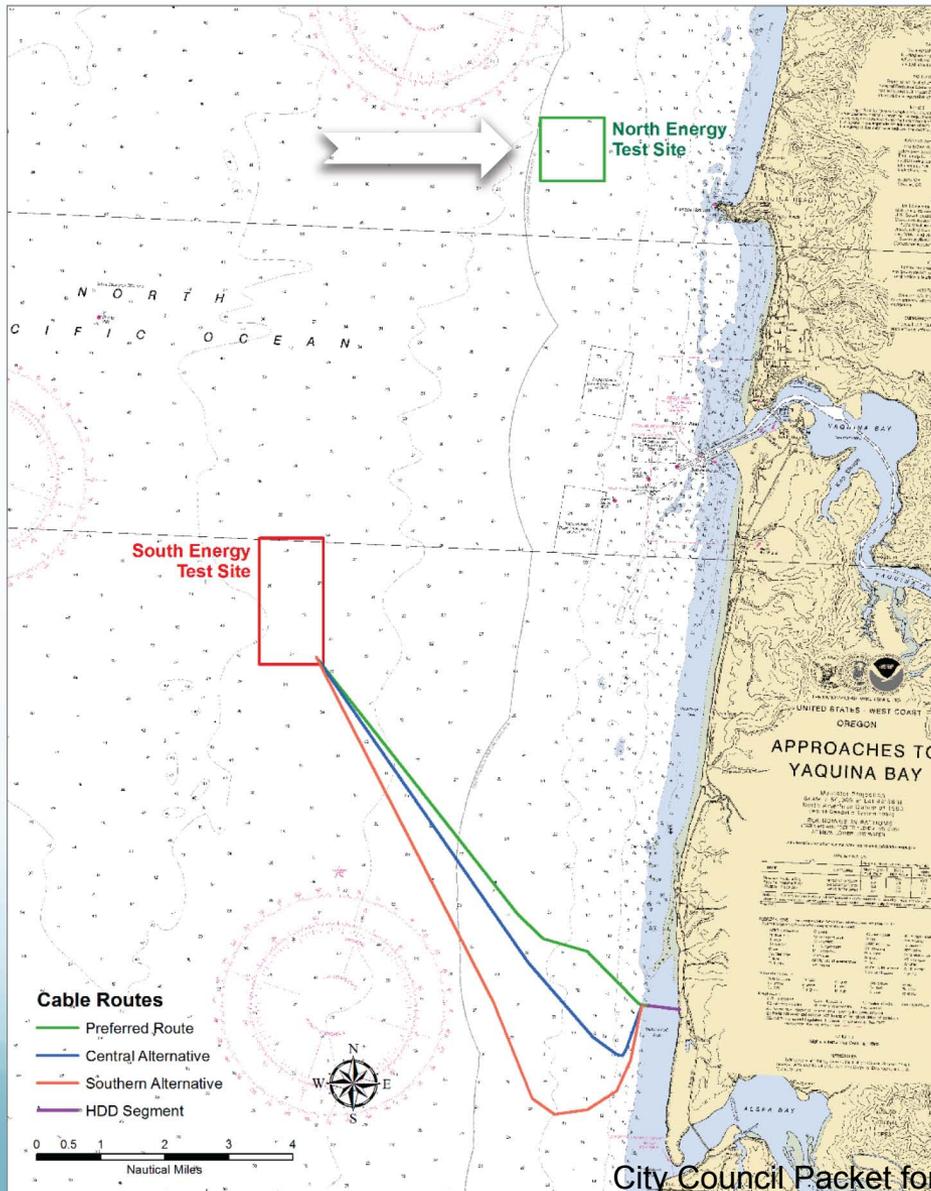


Umbrella organization for all marine renewable energy test facilities at partner institutions
Providing facilities and O&M support for devices testing

The Pacific Marine Energy Center (PMEC)



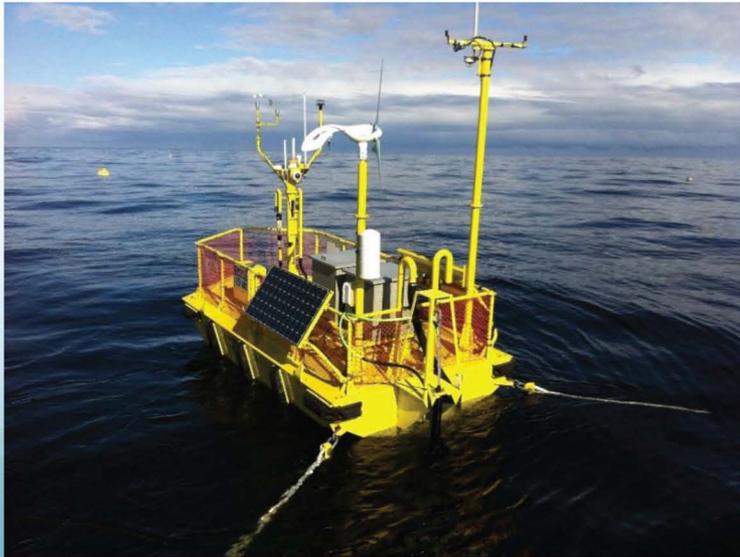
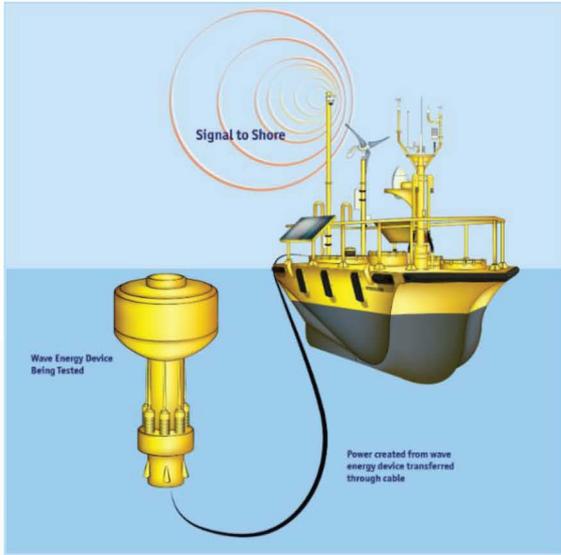
PMEC Wave Energy Test Sites off Newport



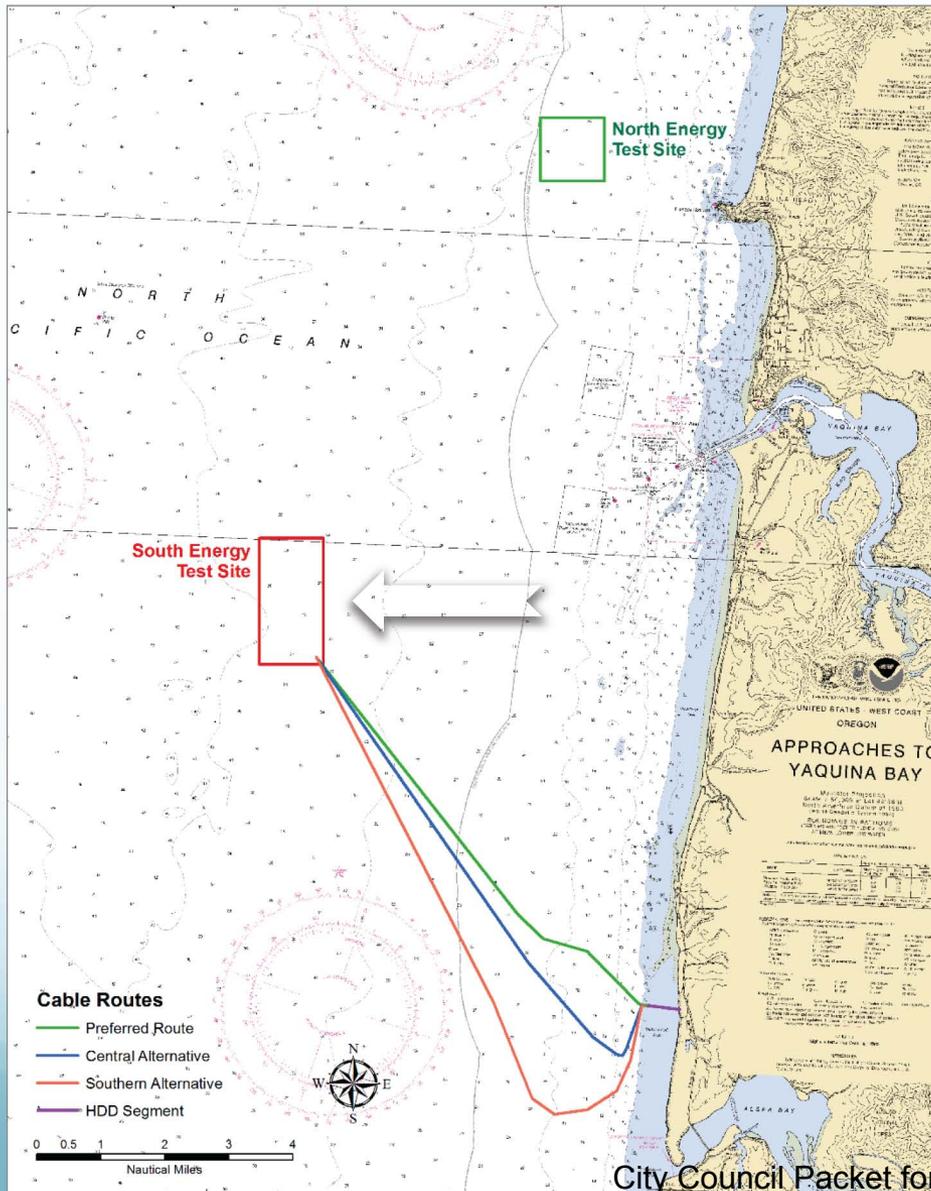
North Energy Test Site (NETS)

- Non-grid connected test site
- One mobile test berth
- No array testing
- 100kW maximum capacity
- 1 nm² area
- 45-55 meters depth
- Approx. 2 nm from shore
- Fully permitted & operational
- First test occurred in 2012

PMEC North Energy Test Site



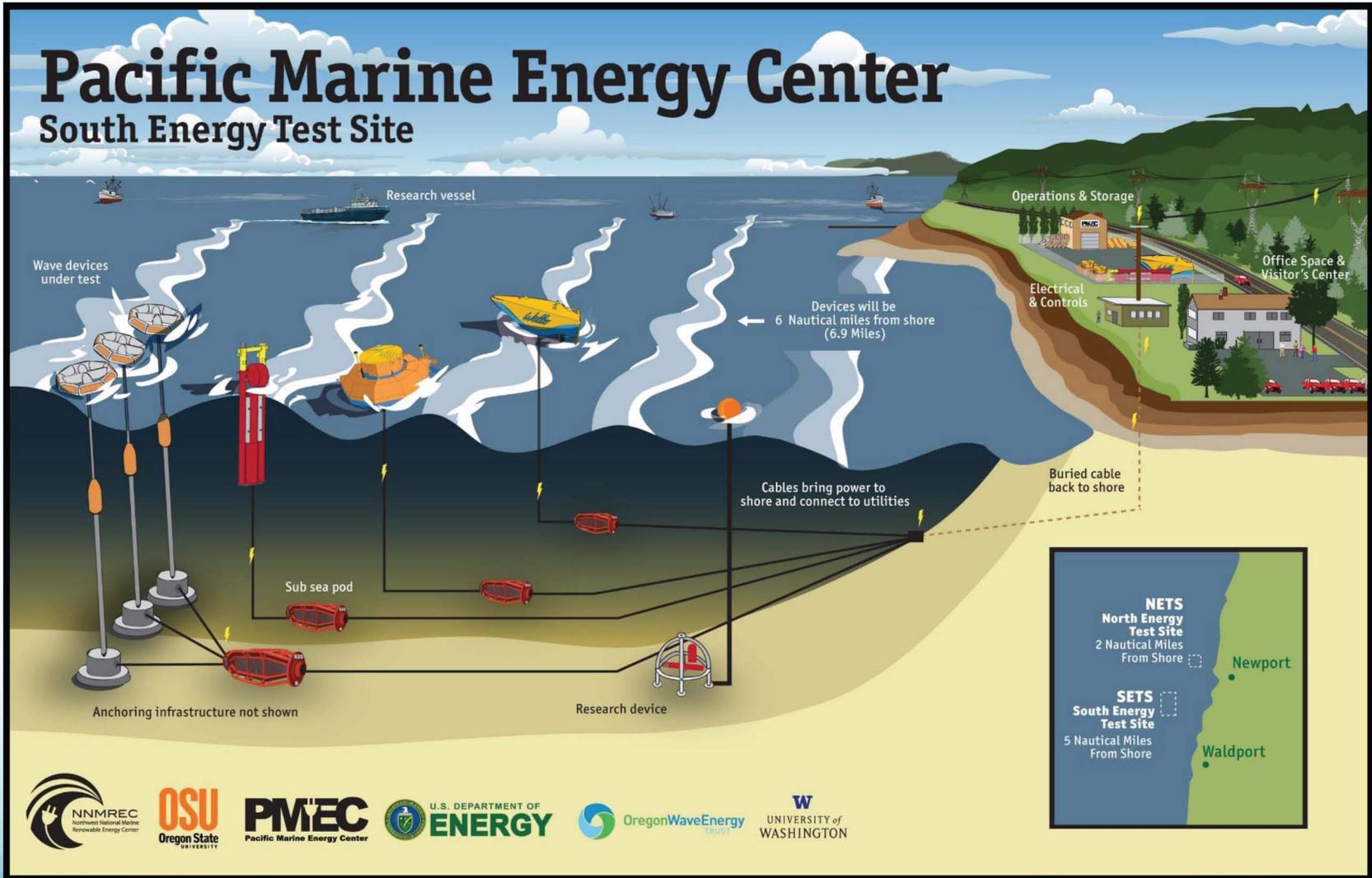
PMEC Wave Energy Test Sites off Newport



South Energy Test Site (SETS)

- Grid connected test site
- Four test berths
- Single device & array testing
- Maximum of 20 devices
- 20MW maximum capacity
- 2 nm² area
- 65-78 meters depth
- Approx. 6 nm from shore
- In permitting & planning phase

PMEC South Energy Test Site



Belinda Batten

541-737-9492

Belinda.Batten@oregonstate.edu



www.pmec.us

City Council Packet for March 7, 2016

CITY MANAGER'S REPORT AND RECOMMENDATION



Agenda #:7.C.
Meeting Date: 3-7-16

Agenda Item:

From the Regional Airport Review Task Force, Final Report Recommendations Relating to the Newport Municipal Airport

Background:

On July 24, 2014, the Newport City Council approved Resolution No. 3689 establishing a Regional Airport Review Task Force. The Council delayed the appointment of members to the Task Force until 2015 with the first meeting taking place on July 28, 2015. Over the next eight months the Task Force met six times as a group and worked individually on various aspects of the report. The final meeting of the Task Force was held on February 17, 2016. The work of the Task Force is broken down into six categories including commercial air service, governance, finance, marketing, land use issues, and emergency services with a total of 27 recommendations for the City Council, Airport Committee, and The Airport Master Plan Planning Advisory Committee. Council President Ralph Busby was elected by the group to Chair the meetings of the Task Force. Council President Busby will provide additional comments regarding the work of the Task Force.

Once presented to the City Council, The Council can share the report with the Airport Committee (on March 8) and the Airport Master Plan Planning Advisory Committee (on March 9) in order to initiate an action plan for follow through with the recommendations outlined in the report. This is an opportune time to have the report issued with the city since we are currently engaged with WH Pacific on completing a new Master Plan for the airport over the next year and a half. It is our hope that many of these recommendation will fall within the realm of that process. For items not related to the airport master plan, I will provide a follow-up report for the City Council and the Airport Committee outlining those items that will need to be addressed outside of this process.

I greatly appreciate the time invested by the members of the Regional Airport Review Task Force which included Mayor A.J. Mattila, Depoe Bay; Mayor Don Williams, Lincoln City; Mayor Sandy Roumagoux, Newport; Former Mayor Ralph Grutzmacher, Toledo and Airport Committee member; County Commissioner Doug Hunt; General Manager of the Port Kevin Greenwood; John Lavrakas representing economic development interests; Lorna Davis of the Greater Newport Chamber of Commerce; Susan Painter representing the Airport Committee; City Council President Ralph Busby; Jamie Rand and Mark Fisher serving as an at-large members of the Task Force. This group did an excellent job in taking their charge very seriously and I believe have developed sound recommendations for the Council's consideration.

Recommendation:

I recommend that the City Council consider the following motion:

I move acceptance of the February 17, 2016 report regarding recommendations on the future operations and development of the Newport Municipal Airport and further convey copies of this report to the Airport Committee and the Airport Master Plan Planning Advisory Committee for their review, consideration, and action.

Fiscal Effects:
None by accepting the report.

Alternatives:
None recommended.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "S. R. Nebel".

Spencer R. Nebel
City Manager



Spencer Nebel
City Manager
CITY OF NEWPORT
169 S.W. Coast Hwy.
Newport, OR 97365
s.nebel@newportoregon.gov

DATE: February 17, 2016

TO: City of Newport City Council, Airport Committee, and the Airport Master Plan Planning Advisory Committee (PAC)

FROM: Regional Airport Review Task Force

SUBJ.: Report of the Regional Airport Review Task Force

The Regional Airport Review Task Force respectfully submits the Report of the Regional Airport Review Task Force to the Newport City Council, the Newport Airport Committee, and the Airport Master Plan Planning Advisory Committee for review, consideration, and use in future planning for the Newport Municipal Airport.

Report from the City of Newport Regional Airport Review Task Force



A.J. Mattila – City of Depoe Bay Mayor

Don Williams- City of Lincoln City Mayor

Doug Hunt - Lincoln County Commissioner

Jamie Rand - at large member

John Lavrakas - representing economic development interests

Kevin Greenwood - Port of Newport General Manager

Lorna Davis –Greater Newport Chamber of Commerce Executive Director

Mark Fisher - at large member

Ralph Grutzmacher - Airport Committee Member

Susan Painter - Airport Committee Member

Ralph Busby - City of Newport Councilor

Sandy Roumagoux – City of Newport Mayor

February 17, 2016

On July 24, 2014, the Newport City Council approved Resolution No. 3689, a resolution establishing a Regional Airport Review Task Force. The purpose of the Task Force was to review the role the Newport Municipal Airport (ONP) plays on the central coast. Furthermore, the City Council requested that the Task Force review various options for the long-term support and development of the airport facility in the best way to serve Lincoln County and the central coast. After the resolution was adopted, the Mayor and Council held off on making appointments to the Regional Airport Review Task Force until 2015. The Task Force consisted of A.J. Mattila, Mayor of Depoe Bay; Don Williams, Mayor of Lincoln City; Doug Hunt, Lincoln County Commissioner; Kevin Greenwood, General Manager of the Port of Newport; John Lavrakas representing economic development interests; Lorna Davis of the Greater Newport Chamber of Commerce; Jamie Rand serving as an at-large member; Mark Fisher serving as an at-large member; Susan Painter from the Airport Committee; Ralph Grutzmacher from the Airport Committee; Ralph Busby, City Councilor; and Sandy Roumagoux, Mayor. Please note that Mark Fisher replaced Dennis Reno who was originally appointed as an at-large member, but resigned from the Task Force when his schedule would not allow him to participate in Task Force meetings.

HISTORY OF THE NEWPORT MUNICIPAL AIRPORT

The Task Force reviewed the history of the Newport Municipal Airport which began on March 27, 1943 when the Civil Aeronautics Administration ordered a contract for the construction of an airport in Newport, Oregon. This work included two runways, each 5,080-feet long and 150-feet wide, and several taxiways each 50-feet wide. In order to build the airport, the contractor had to move 300 million cubic yards of sand and clay with 1.7 million cubic yards brought in as fill. This cut and fill project addressed a canyon that was 140-feet deep by re-grading the high points of the land into the canyon which ultimately led to 94-feet of fill being placed in a canyon over a length of about 1,100 feet. In order to properly drain the site, nine miles of concrete drain tiles were laid and small canyons and gullies were filled to create the necessary runways for the airport. The original contract for clearing and grading was \$1,064,472; the paving contract for the project was \$423,466. The project was plagued by rainy weather, saturated soils, and compaction issues. The aggregate for the project came from the quarry near Agate Beach. The May 1944 edition of the Pacific Builder and Engineer stated that this was ... “one of the hardest builds in airport history” (article from the Don Davis collection).

The Civil Aeronautics Administration constructed the airport on property provided in a land grant from the city. The airport and associated city property was turned back over to city ownership in 1947. Since that time, the airport has been under the city’s jurisdiction.

The next major renovation to the airfield occurred as part of the Airport Master Plan that was adopted in September, 1979 and completed by George Baldwin and Associates. Phase I of the plan called for land acquisition, clearing, road relocation, a runway lighting system, and lighted wind sock. This work was estimated to be \$333,334. Phase II of the project started out at \$1,234,444 and increased to \$1,466,555 and included reducing the NE/SW runway (2-20) from 5,080-feet long and 150-feet wide to 3,000-feet long and 75-feet wide. The north/south runway (16-34) was lengthened and overlaid. Phase III of the project included construction of taxiways utilizing a portion of the property that was formally occupied by the NE/SW runway which was shortened as part of Phase II.

From the 1970's until 2006 the airport was operated by city staff with a Fixed Based Operation providing aircraft services. The FBO agreements included Newport Flying Service, Inc. in 1974, Berteau Aviation in the mid 1980's, Aero Pacific Development, Inc. in 1994 and Central Oregon Coast Air Service, LLC in 1996.

The City of Newport acquired the assets of the fixed based operator on April 16, 2006, for \$250,000.

Since 1946 the Airport has been served at various times by commercial air services and charter services including Newport Air Service, West Coast Airline, Ports of Call, Skyworld Airlines and Harbor Air.

The last commercial passenger service was provided by SeaPort Airlines from March 15, 2009 to July 18, 2011. The City of Newport, jointly with the Port of Astoria, received a ConnectOregon and a USDOT grant to provide commercial air service to both communities. An RFP (Request for Proposals) for commercial air service providers had been issued, and the contract was awarded to SeaPort Airlines. Over a period of two years, SeaPort Airlines provided twice daily flights to and from Portland International Airport (PDX) to Newport (ONP) and Astoria (AST). When the subsidies expired, service continued for approximately six months at which time it was discontinued. Since that time, there has been no commercial air service to Newport. Through most of the airports history since the 1970's, air passage service has been more the exception than the rule in Newport.

Currently, FedEx and UPS provide daily air freight services for the Central Coast at the Newport Airport.

In 2014 and 2015, major reconstruction occurred at the airport costing \$9.7M. This work included a complete rebuild of the ILS Runway 16-34 north and south of the Runway 2-20 intersection. The FAA paid 90% of the costs of the project. A state grant from ConnectOregon also covered approximately half of the city's required local match for these projects.

Runway 16-34 was narrowed by 50 feet, requiring the installation of a new storm drainage system and new runway lights. Part of the reconstruction also included relocating the FAA navigational aids, a task which seems to be a work in progress as we collaborate with various departments of the FAA. The data for this work comes from the Airport Geographical Information Survey conducted as part of the overall project. Smaller project components included: a new emergency generator for the lighting system, relocation of the old emergency generator to support the Fixed Base Operation (FBO) building, a new ARFF (Airport Rescue and Fire Fighting) truck, an update to the Wildlife Hazard Management Plan, and reestablishment of access roads and removal of the old race track.

RECENT OPERATIONAL HISTORY OF THE AIRPORT

Since the purchase of the fixed base operations by the city, the city has operated the FBO and maintenance activities at the airport. The first manager of the FBO and airport was

Dennis Reno. As part of the fixed base operator system, fuel sales, hangar rental, car rental, and various services were provided. Following Dennis Reno, Gene Cossey was hired as Airport Manager. He was responsible for fixed base operations as well as general airport management. Following Gene Cossey's resignation as Airport Manager, City Manager Jim Voetberg elected to divide the Airport Manager position into two separate positions with Terry Durham managing the fixed base operations, and Lance Vanderbeck managing the airport maintenance activities. Both reported directly to the City Manager, Jim Voetberg. A full time lineman also worked for both the FBO Manager and Operations Manager. In addition, temporary employment services were utilized from Barrett Business Services to staff airport operations. During the past two years, Melissa Román, from the Public Works Department, has provided support for budgeting and project services, particularly relating to the major north/south runway reconstruction project as well as associated projects funded by the FAA.

During the past 18 months, the airport has undergone additional personnel changes: lineman Charles Norman left in March of 2014, and Terry Durham left in June of 2014. In addition to Lance, a temporary employee has been hired for the lineman's position and Lance Vanderback has obtained the Fuel Supervisor's Certification and has assumed the FBO responsibilities at the airport during this interim period.

Because of the significant changes that have occurred in staffing at the airport, the Airport Committee, with the blessing of the City Council, explored the possibility of privatizing the operation of the airport and the FBO operations. The Airport Committee issued an RFP and received three proposals for the operation of the airport. After extensive study and a meeting with each of the proposers, the Airport Committee recommended that the City Council reject each of the proposals for the private operation of the FBO and airport operation. The Airport Committee has asked the City Council for direction concerning implementation of the numerous suggestions contained in this report as well as additional review of management and operation decisions for the airport and the FBO. [Note: this action occurred at a special meeting of the Airport Committee held on February 26, 2016 following the last meeting of the Task Force. Since it is pertinent to this report, this action has been included in the Task Force Report.]

The City Council has also employed WH Pacific to update the Master Plan for the airport. The Master Plan will provide a 20-year road map identifying necessary airport improvements to serve current and projected aviation demand, comply with Federal Aviation Administration (FAA) standards, and address airport issues as identified by the airport users and other stakeholders. This planning process is estimated to be completed in approximately 18 months.

With these significant changes occurring, it was a very appropriate time to bring together a Task Force to review how the airport can best meet regional transportation needs in Lincoln County and the central coast and to help guide these other initiatives that are currently moving forward for the airport.

CURRENT AIRPORT OPERATIONS

The Newport Municipal Airport currently consists of two runways with 16-34 (N/S) being 5,398-feet long and 100-feet wide and 2-20 NE/SW being 3,001-feet long by 75-feet wide. The airport has a 2,400 square foot office building that is currently rented to FedEx. The FBO has two offices on the main floor, a ticket counter, pilot's lounge with refrigerator and counter space. There are three offices on the second floor, larger conference area, and bar with a small kitchen. In addition to the space rented to FedEx, one office space is rented in the FBO building, and a lease has been provided for a double-wide trailer to FedEx. An aerial view of the airport can be found in Attachment F. Other services currently provided:

- Fuel, Jet-A, Jet-A with additive, AV-Gas (100LL) truck and self-serve;
- Car rentals;
- Courtesy cars 3, plus 1 van;
- Oil for turbine and piston aircraft;
- Charts;
- Current newspaper;
- Catering, utilizing local vendors;
- ONP branded products, including shirts, sweaters, rain jackets, and hats for sale;
- Small selection of concessions - coffee, candy bars, chips, and soda;
- Free WIFI;
- After-hours shelter;
- Fax;
- Computer;
- Pilot lounge area;
- Tie-downs;
- Overnight hangar space, if available;
- Tug/ battery cart for aircraft towing and starting;
- Taxi arrangements;
- Hotel reservations.

Airport staff is also responsible for maintaining the following facilities/operations at ONP (Newport Municipal Airport):

- ILS (Instrument Landing System);
- Two runways and associated taxi ways;
- AWOS (Automated Weather Observation System);
- Lighted wind sock;
- Rotating beacon;
- ARFF (Airport Rescue and Fire Fighting Truck);
- Wildlife hazing;
- Field lighting/sign maintenance;
- Field security/ public security;
- Field maintenance.

The airport receives National Plan of Integrated Airport Systems (NPIAS) funding in the amount of \$150,000 per year. Please note that this money is held in an account by the FAA Airport District Offices and is spent directly for improvements by the FAA. The city does not receive or spend any of these funds. The funding is held for up to five years and can be consolidated on qualified improvements to the airport as determined by the FAA and local airport management.

The airport is certified under FAA regulations as a Part 139 airport. Part 139 prescribes the rules governing operation and maintenance of airports that serve scheduled air carriers utilizing aircraft with more than nine seats, or nonscheduled operators with more than 30 seats. The airport undergoes regular inspections and is provided a list of areas to address as part of that inspection for continued Part 139 certification.

In the 2013/2014 fiscal year, airport employees logged 6,289 operations at the airport. An operation includes a plane landing or taking-off. These counts do not include any landings and take-offs when the airport is not staffed or when the landing and/or take-off is not observed. The FAA estimates annual aircraft operations based on a combination of observed flights (which only occur when the airport is staffed and operation is observed) and an estimate of unobserved flights. The airport currently has two cargo carriers based at this facility, which include Empire and Ameriflight. In addition, the U.S. Coast Guard has a satellite air station at the airport, and recently added is an air tour operation. The current traffic at the airport is made up of corporate, recreational, charter, and military aircraft. Fueling services during the last three fiscal years have been 58,211 gallons of fuel in fiscal year 2011/2012; 49,476 gallons in fiscal year 2012/2013; and 98,226 in fiscal year 2013/2014.

The FBO is staffed seven days a week from 8:00 A.M. to 5:00 P.M., minus three holidays. The airfield is normally open 24 hours a day; seven days a week; 365 days a year.

REGIONAL AIRPORT REVIEW TASK FORCE MEETINGS

The first meeting of the Regional Airport Review Task Force was held on Tuesday, July 28, 2015. The Task Force met monthly after that time, except during the months of September and December, with the last meeting held on February 17, 2016.

During these monthly meetings, the Task Force was given an overview of the operation and history of the airport; elected City Councilor Ralph Busby as Chair of the Task Force; and elected Susan Painter to serve as a representative of the Task Force on the Public Advisory Committee that is being established to oversee the development of a new FAA-funded Airport Master Plan. The Task Force toured the entire airport facility as a group in a bus provided by the Lincoln County Transit Authority. The Task Force met with Mitch Swecker, Director of the Oregon Department of Aviation, to understand the state's perspective on the role that the Newport Municipal Airport plays as part of the state aeronautics system. The Task Force heard a report from Rainse Anderson, PE, Director of Aviation at WH Pacific, Inc., who described the transition of the North Bend Municipal Airport from a facility operated by the Port to one now operated by the Coos County Airport District. After reviewing the airport facilities, overall operations, reviewing the budget, and hearing from a number of other sources regarding the operation of other similar facilities,

the Task Force agreed to form subgroups focusing on five specific areas which have an impact on the long-term operations of the airport. The Task Force created subgroups with the following individuals taking responsibility for coordinating information on the following subject areas: Commercial Air Service - John Lavrakas; Governance - Kevin Greenwood; Financial - Ralph Busby; Marketing - Lorna Davis; Land Uses/ Development - Ralph Grutzmacher.

Task Force members were encouraged to forward information regarding the various subject areas to the appropriate contact persons, with those individuals then preparing a report for the January 26, 2016 Task Force meeting. At that time, the Task Force met as a group to hear the reports on the five areas identified for specific discussion and analysis. As a result of the reports, the Task Force has summarized these findings and makes the following recommendations to the Newport City Council, Airport Committee, and PAC Committee.

FINDINGS AND RECOMMENDATIONS

Over the course of the six meetings, the Task Force had an opportunity to look at a number of issues that are significant to maximizing the impact of the airport on transportation services in the central coast area. The following information summarizes the findings and recommendations of the Task Force to the City Council, Airport Committee, and Public Advisory Committee. The Task Force prioritized each recommendation as high, medium, or low.

A. Commercial Air Service

Commercial air service has been provided at different times during the history of the operation of the airport. Commercial passenger air services were last provided by Seaport Airlines, which received government subsidies to provide that service. Seaport offered twice daily flights from PDX to Newport and Astoria. Once the subsidies expired, the service was discontinued approximately six months later. There has been no commercial air service to Newport since Seaport discontinued service. Currently, the only coastal community receiving commercial passenger service is North Bend.

The Task Force discussed a number of factors that may affect the success of commercial passenger service. The destination golf resorts south of Coos Bay, for example, bring a substantial number of passengers to that airport. In addition, the challenges of traveling to one of the major hubs (i.e. Portland or San Francisco) is much greater for travelers to and from the Coos County area. Furthermore, Coos County has a population of 62,475 compared to 46,446 for Lincoln County. Even in Lincoln County, the value of flying out of Newport may be different for someone in the central or south part of the county from that experienced by those in the north part of the county where driving time to Portland is reduced.

With current security standards for passenger service flights, Newport would need to make significant investments to the terminal building in order to accommodate TSA requirements for passenger screening if passengers traveling from Newport wished to check their bags at Newport and pick them up at their ultimate destination after continuing on an

interconnecting flight. The alternative is for passengers to fly into PDX, collect their bags, and then check in through security at Portland to continue their flight. While this is not as seamless as clearing security at the originating airport, it is a way to accommodate air passenger travel without significantly increased overhead at the Newport airport.

Finally, the impact of other transportation improvements needs to be considered in any analysis of the feasibility of commercial passenger service at the airport. Even improvements such as construction on U.S. 20, which will eliminate a number of the curves and reduce travel time by 10 or 15 minutes, may have an impact on a person’s decision to drive either to Portland or Eugene to catch a flight rather than one that would originate in Newport.

Nevertheless, providing commercial passenger air service into Newport would clearly be a significant tool to continue support of the marine research community, commercial fishing, and tourism economies in Lincoln County. Task Force member John Lavrakas compiled a report including the components that should be included in any air service study completed for the airport. These findings are included in Attachment A.

Recommendations:

- A.1 The City of Newport should conduct a study to determine the feasibility of implementing commercial passenger air service at the Newport Airport incorporating the guidelines as outlined in attachment A. Furthermore, a local steering committee should be established to work with the consultant selected to perform the feasibility study to assure that the findings are representative of the local community. The results of the study should be summarized and included in a package that could be used with any potential carriers. Priority: High

B. Governance

There are five distinct governance types operating airports in the State of Oregon. The 55 major public airports in Oregon are operated as follows:

PUBLIC AIRPORT BY GOVERNANCE TYPE		
City		22
State		12
Special District (ORS 198)		11
	Airport District (ORS 838)	1
	Port of Portland (ORS 778)	3
	Port District (ORS 777)	6
	Park & Rec District (ORS 266)	1
County		7
	County Department	7
	County Service District (451)	0
	Intergovernmental Agreement (ORS 190)	3
TOTAL NUMBER		55

40% of these airports are run by cities with the balance of the airports being operated by the state, counties, port districts, airport districts, a parks and recreation district. Three of the airports are operated through an intergovernmental agreement. Of these three airports, two have governmental entities extending over two states that operate the airport (Columbia River Gorge Airport and Border Coast Airport Authority) with one airport being operated jointly by the City of Prineville and Crook County.

The Newport Municipal Airport is one of the 22 airports that are owned and operated by a city. In reviewing data for Oregon port districts, it should be noted that over a quarter of the port districts operate airports.

There are a number of issues to consider in an analysis of modifying the governance/ownership of the airport. One important factor is to look at who is serviced by the airport and compare that with who is financially supporting the airport. There are obvious advantages from a financial standpoint if the airport is supported by a larger constituency (city versus county as an example). Furthermore, there could be advantages to some type of intergovernmental agreement that divides the governance of the airport among several governmental entities.

Finally, there could be some advantages in conducting a more detailed comparison of the airport with other airports having a similar impact in the state. Data from the 2014 Oregon Airport Aviation Plan Economic Contribution to the Oregon Economy by Airports, reveals that other airports that have a similar impact on the local economies of the regions they serve include Hermiston (city), Columbia Gorge (IGA), Tillamook Bay (port), Ashland (city), and Grants Pass (county). A more detailed review of these facilities may shed additional light on operation/financial and governance opportunities for Newport's airport.

The Task Force also discussed whether there would be any benefit to operating the airport in conjunction with Siletz Bay, Toledo, and Wakonda Beach State Airports. This issue was discussed with the Oregon Department of Aviation Director, Mitch Swecker. Director Swecker indicated that the state would be willing to discuss some sort of arrangement that made sense for the state.

Kevin Greenwood concluded that a specific governance type does not necessarily guarantee a successful airport operation. The issue of governance - or reorganization - boils down to the public's desire to subsidize an operation. With an increased tax base, a reorganization could result in new public tax revenue for capital investments (i.e. extending municipal utility service, new hangars, or leasable buildings) to cover operations or some mixture of both. The successful public airports in Oregon enjoy unique relationships either with private industrial parks or residential development nearby, centralized locations, a pre-arranged public partnership or adequate facilities for recruiting tenants. Some of those characteristics can be replicated in Newport; others will be more difficult. Consolidation of airport facilities may result in decreased operational costs that could make a regional special district, or county service district, an option. The question will be whether the public sees value in a publically operated airport and how a reorganization would result in increased benefits. Greenwood noted, significantly, that passing a struggling asset between local government units with similarly sized service boundaries will not significantly result in leaner operations or increased revenue.

For further information, see attachment B which is the report from Kevin Greenwood to the Task Force.

Recommendations:

- B.1 The Task Force recommends that the City of Newport explore discussions with the State of Oregon to see if there are any mutual benefits of collaborating on the operation of all airports in Lincoln County. Priority: High
- B.2 The Task Force recommends that further analysis be conducted of other similar sized airports to evaluate governance and organization issues relating to the operations of those airports. Priority: Medium
- B.3 The Task Force recommends that specific goals be identified for the future of the airport and determine whether any changes in governance/ownership of the airport would help the airport achieve those goals. The Task Force further recommends that continuing discussions occur with the Port of Newport, Lincoln County, or other local entities to determine whether there is any interest in pursuing a change in the governance/ownership of the airport. Priority: Low

C. Finance

The City of Newport provides a subsidy to the airport for its operation. While this subsidy varies from year to year, the current subsidy is in excess of \$300,000 which is the single largest source of income for airport operations. In addition to the city General Fund subsidy, the airport has projected fuel sales of up to \$250,000. The airport also obtains revenue from rents and leases of approximately \$52,000, and receives revenue from the sewer fund for disposal of sludge of approximately \$30,000. On the expense side, personnel costs account for approximately 33% of operational costs. Fuel for resale equals approximately 23% of the expenses. The city Budget Committee has established a goal of reducing the subsidy from the General Fund and Room Tax Fund for airport operations over the next three to five-year period. In order to accomplish this reduction, it is important for the city to review increasing revenue opportunities as well as reducing expenditures.

Recommendations:

- C.1 The Task Force recommends conducting a review and evaluation of similar sized airports to benchmark the revenues and expenses generated and incurred from the operation of the Newport Municipal Airport. Priority: High
- C.2 The Task Force recommends reviewing opportunities to generate additional revenues by increasing the customer base at the airport. Priority: High
- C.3 The Task Force recommends continuing the pursuit of a private entity to provide all or portions of the operations and FBO services. Priority: High
- C.4 The Task Force recommends reviewing all the fees to determine whether they are fair and adequate to cover expenses without having an adverse impact on consumers purchasing/using those services. Priority: Medium
- C.5 The Task Force recommends placing discussion on changes to the FAA Part 139 certification in “hold” status until the Master Plan evaluation of this issue is completed. Priority: Medium

- C.6 The Task Force recommends reviewing staffing levels to determine whether there are opportunities for savings relating to the operation of the airport. Priority: Low

D. Marketing

The Task Force reviewed opportunities to provide a better marketing of the airport. Certainly one of the benefits that resulted from convening the Task Force is that individuals in leadership positions throughout Lincoln County have gained a better understanding and awareness of the significant transportation infrastructure that is located in the heart of Lincoln County. The initial meeting of the Task Force illustrated a profound lack of understanding about various issues relating to the operation, ownership, and assets of the airport. One member acknowledged that he had not even been aware that Newport had an airport!

The airport has been subject to a number of controversies which dominated the public dialogue relating to these critical operations located in the city. With a number of recent initiatives, the City Council has been able to focus discussion on how the airport can best serve the citizens of Newport as well as the central Oregon coast.

Hand in hand with marketing the airport is the necessity to have user-friendly services available at the airport. It is important to utilize any available resources including websites, social media, and other forums to share what services are available there. Local hotels and other businesses could take opportunities to create packages for airport users. The city might want to consider renaming the airport to focus on its role as a regional airport versus a purely Newport Municipal facility.

One of the limiting factors at the airport is weather. Perhaps a formal relationship with the Toledo Airport could be explored; transportation or other services might be offered there for folks that are unable to fly into Newport as a result of weather conditions. There may be an advantage to the airport in contracting with a person or team to generate marketing information and to promote the use of the airport. There are also potential opportunities to provide additional business at the airport if properties around the airport could be developed for commercial, industrial, or even residential uses tied to the use of the airport. For additional details see the report submitted by Lorna Davis in attachment D.

Recommendations:

- D.1 The Task Force recommends exploring the possibility of contracting with a person/firm, or assigning this task to the Destination Newport Committee, to develop professional marketing information regarding the Newport Municipal Airport. Priority: High
- D.2 The Task Force recommends that once there is a clear understanding of what land, facilities, and amenities could be made available to prospective tenants as a result of the airport master planning process, that marketing information should be developed to promote the use of land and facilities by the appropriate developers utilizing the airport to enhance economic development in Lincoln County. Priority: High

- D.3 The Task Force recommends identifying various air services (i.e. instrument training, aircraft sales, tourist/recreational opportunities such as flightseeing), and develop marketing materials in order to attract services at the airport. Priority: High
- D.4 The Task Force recommends reviewing the user friendly services that are available at the airport and where those services are not in existence, explore implementing those new services. Priority: High
- D.5 The Task Force recommends exploring the possibility of renaming the airport to capture its role as a regional facility, or developing a plan to offer sponsorship-type naming opportunities for the airport. Priority: Low
- D.6 The Task Force recommends developing an operational plan utilizing other airports as back-ups when weather challenges occur. Low

E. Land Use Issues

The Newport Municipal Airport occupies a large land area in the City of Newport south of the Yaquina Bay Bridge. A significant amount of land surrounding the airport is currently undeveloped. The topography surrounding the airport has numerous challenges including a series of deep canyons separating areas of relatively flat land. Water service is available on the west side of the airport. There is no sanitary sewer service available at this time.

It is important that the airport master planning process take a close look at how airport boundaries are currently defined to determine whether boundaries should be adjusted in a way which does not have a negative impact on the airport but would promote development around the airport perimeter. Furthermore, it is important to look at the potential for long-term development around the airport that may relate directly or indirectly to the airport operation. Once the airport plan is completed, it will require review and incorporation into the city’s Comprehensive Plan.

Significantly, the large parcels of property located to the south of the airport are zoned to accommodate a destination resort type facility. With the close proximity of the airport, a successful development of this property in the future could have a significant impact on traffic in and out of the airport.

The airport master planning process and a follow-up to the work of the Regional Airport Review Task Force should include connecting the majority of city, county, and regional residents to a recognition of the catalyst that the airport could be for future economic or business development. This will be critical in order to ensure that the appropriate financial resources are available to develop the necessary infrastructure to maximize the economic potential of this facility to the central coast. The airport, city, and its partners need to explore abilities to enter into economic development ventures or partnerships to encourage the development potential in and around the airport. For additional information see attachment E submitted by Ralph Grutzmacher on behalf of the Task Force.

Recommendations:

- E.1 The Task Force recommends providing sanitary sewer to the airport and completing the water distribution system. Priority: High

- E.2 The Task Force recommends that the airport master planning process identify specifically what land, facilities, and amenities could be made available to prospective tenants on and adjacent to the airport. Priority: High
- E.3 The Task Force recommends the master planning process evaluate the current boundaries of the airport to determine whether there are any lands included in the airport boundaries that could be excluded from the airport property in order to make them available for future compatible economic development. Priority: High
- E.4 The Task Force recommends identifying the existing permitted land uses around the airport as part of the airport master plan. Priority: High
- E.5 The Task Force recommends identifying areas within the airport that would be available for long-term leases to allow the construction of commercial or industrial facilities for airport bases to support businesses at the airport as part of the master plan process. Priority: High
- E.6 The Task Force recommends development of economic development incentives for businesses desiring to locate at the airport. Priority: Medium
- E.7 The Task Force recommends promoting the awareness of the destination resort property located at the southern end of the airport to foster development of a project that could generate additional activity at the Newport Airport as well as providing additional jobs in the tourism/service sector in the Lincoln County economy. Priority: Medium
- E.8 The Task Force recommends continuing obtaining buildable fill materials as available. Priority: Medium

F. Emergency Services

The Newport Municipal Airport is the only full services general aviation airport on the Oregon coast located above the tsunami inundation zone. In the event of a natural disaster, the airport could play a critical role in meeting the emergency needs of individuals on the central coast. This will be essential since it is likely that in a Cascadia Subduction Zone event, ground travel may be impossible for a number of weeks. Furthermore, the airport has the opportunity to serve as an emergency staging area, storage area, and a central response area for the central coast. The U.S. Coast Guard already houses a rescue helicopter at the airport. This facility is operated as part of the North Bend Air Station. Significantly, both the North Bend Air Station and the Astoria Air Station are located in tsunami inundation zones.

Recommendation:

- F.1 The Task Force recommends the city urge the U.S. Coast Guard to conduct an evaluation of the air facility hangar at the airport to determine its stability in the event of a major Cascadia event. Priority: Medium
- F.2 The Task Force recommends working with FEMA to establish an emergency supply depot facility. Priority: Medium
- F.3 The Task Force recommends that the master planning process fully evaluate the Newport Municipal Airport for its capabilities to respond to a regional emergency and to determine whether the existing facilities have the ability to withstand a seismic event. Priority: Low

CONCLUSION

The Regional Airport Review Task Force has completed a review of the role that the airport plays as a regional facility for Lincoln County and the central coast. The report and recommendations reflect the observations and findings of the Task Force developed over the past six months. The Task Force respectfully submits this report to the City Council, the Airport Committee, and the Planning Advisory Committee for the Airport Master Plan update for your information and consideration.

Respectfully submitted,
The Regional Airport Review Task Force

ATTACHMENT A
COMMERCIAL AIR SERVICE

Steps to implement Commercial Passenger Air Service Study for ONP
ONP Task Force
Contact: John Lavrakas

The City of Newport desires to learn what it will take to bring commercial passenger service to its airport (ONP). This document describes the elements that a commercial passenger air service study will contain, providing a way forward. It does not describe an implementation plan, but rather a plan to collect and analyze data and make recommendations. An implementation plan would come later to carry out the recommendations.

Observation: for this study to result in effective and actionable recommendations, it needs to be lead by someone who understands what is needed, and will ensure each phase of the work is done effectively, productively, and efficiently. Without this leadership, the city risks completing a study that is of little value.

Outline:

- Background Define Team
- Identify Current Needs
- Past Experience
- Similar Experience
- Other Investigations
- Analyze the data
- Propose recommendations

Background – explain the value of commercial air service to the central coast and what steps have been taken to date, including previous commercial air services (such as SeaPort) and the work of the Task Force.

Define Team

- Define team to collect the data and conduct the study. Combination of city personnel and volunteers. Tasks include personal contacts, creation and implementation of surveys, collating and analyzing data, and preparing reports. A strong leader needed who understands the purpose of this task, ensures the data collection and analysis are effectively and efficiently done, and will ensure the study results in a set of reasoned and appropriate recommendations.
- Assemble a steering committee of people representing the local community who are committed to the success of this task to oversee the work that is done. Such oversight can include guiding tasks to be performed, assessing the thoroughness of the work performed, and ensuring objectives are being met.

Identify Current needs

- Identify the driving needs (those that are at the top of the list that make the decisions as to whether to drive to Eugene, to PDX, to use one’s car, to take a train, or to not travel

- Meet with key players in the region
 - Talk to major players in the central Coast who could use passenger air service. What is their need for air service, either as an organization or by their people? Identify possible usage, such as the number of flights per month from area airports (PDX, EUG), preferred days of week. Players might include NOAA, Hatfield Marine Science Center, Samaritan Hospital and Education Center, Salishan, Chinook Winds, OSU, Community College, etc.). Pay attention to the expansion of OSU to include up to 500 undergraduate students
 - Examine key sectors, including marine science, commercial fishing, tourism, health care, retirement, and any other deemed significant in size and scope
 - Examine reasons for travel, such as attending conferences, going golfing,
 - Survey the public as well
 - Consider travel in both directions. Why outsiders would fly here and why residents would fly to other destinations.
 - Identify current usage of air service by these players
 - Survey critical services (must haves) and beneficial services (desire to have), group into categories, and score each service across the users being interviewed
 - Find out the value of regular flights vs infrequent flights. Perhaps there could be twice weekly, or Mon/Wed./Saturday flights?
 - Survey which airports are used, and why the selections are made
 - Explore the importance of distance, time spent, how the travel costs are funded, what price is being paid for typical flights, how much money is spent for driving to airports and parking (actual costs).
 - Develop accurate enplanement estimates to provide to prospective providers.
 - Talk with other airports to explore the value of connecting ONP with their airports
- When talking with major players in the region, plan on multiple contacts. First to gather data, next to follow up to confirm results and get feedback, finally to confirm approaches. Look at this phase as one in building relationships that will be needed later when implementation begins.

Past Experience – examine data from past experience with airline service

- Examine city records, ONP records, News-Times Articles
- Gather up any records of value from prior air service (number of enplanements, flights per month, marketing efforts) and examine them for useful information.
- Retrieve accurate enplanement estimates to provide to prospective providers.

Similar Experience – talk with other airports similar in size and circumstance

- Identify other small airports (3-5) offering commercial passenger service and find out who their customer base is, what distinguishing features they provide with their air service, and their profitability
- Identify and contact operators who are currently providing this type of service.

Other investigations

- Contact flight training companies that might have an interest in co-pilot training in conjunction with a scheduled operator.
- Contact airlines that would consider a regional Central Oregon Coast market. The suggestions at the last meeting to link ONP to hubs other than Portland appears to be a promising idea. Perhaps linking up with Coos Bay/North Bend, Eugene, San Francisco, or Corvallis airports.
- Water and sewer needs to be available to the FBO and to the south end of the airport where an industrial park is waiting to blossom.

Analyze the Data.

- Examine the data from various perspectives, including over time, over multiple airports, over multiple sectors.
- Create various graphic representations of the data, including word clouds, pie charts, bubble charts, geographic maps. Anything it takes to let people have rapid and quick understanding of the data.

Propose recommendations

- Craft a marketing strategy (three or four key elements or thrusts, fewer is not enough, more is too many to take in) and have it reviewed by regional experts from a variety of sectors (business, recreation, personal travelers) and listen to their comments.
 - Investigate local businesses to partner, or provide integrated package deals.
 - Document the strategy in a Marketing Plan to be given to the Marketing team to implement
- Craft a strategy to entice air service providers
 - Provide clear answers to key questions
 - What is the return on investment?
 - What risks are there and what is being done to mitigate them?
 - What support can we expect from the city and the community?
 - Consider a contracted private FBO which includes the hangers. Evaluate the rental rates on the hangers and raise the rent amounts in accordance with the going rate with airports similar to ONP's size.
 - Develop a comprehensive package of what ONP will make available to a provider. Then advertise the opportunity.
 - Search for investors interested in this type of endeavor.
 - Research potential freight opportunities that could be linked to passenger service.
 - Create a package of relevant data that can be used by commercial air service providers in evaluating ONP as an airport they would service
 - Creation of a marketing kit for prospective commercial air service providers.

Deliverables

- ONP Marketing Kit – to be given to prospective commercial air service providers - describes the features and benefits of operating commercial air service out of Newport. Includes market description (types of flyers, key organizations with contact information), key statistics (expected enplanements, preferred days of week), flight and FBO services provided at ONP, and other relevant data necessary to determine suitability of ONP as an airport for their service.
- ONP Marketing Plan – to be used by ONP marketing team – identifies key goals and objectives, actions required to fulfill the goals and objectives with assignees, prioritization and notional timeline of carrying out the actions.

ATTACHMENT B

GOVERNANCE



REGIONAL AIRPORT REVIEW TASK FORCE

DATE: January 15, 2016
FROM: Kevin Greenwood, Task Force Member
TO: Ralph Busby, Task Force Chair
REGARDING: Governance and Ownership of Public Airports in Oregon

TASK

- A. **Governance and ownership of the airport.** Identify various ways airports of this size are owned and operated, and which ones run profitably.

GOVERNANCE

I compiled a spreadsheet of 55 public airports using resources found through the Oregon Aeronautics Division and Wikipedia. Spreadsheet includes the following statistics for all 55 airports: FAA Code and name of facility, the facility's role within the state inventory, and 2013 commercial boardings. Jobs, payroll and business output were pulled from a 2014 OAD report. Governance was obtained from the websites and/or phone interviews.

There are five distinct governance types operating airports in Oregon: cities, state, special districts, multi-governmental units utilizing intergovernmental agreements (IGAs) and counties.

PUBLIC AIRPORT BY GOVERNANCE TYPE	
City	22
State	12
Special District (ORS 198)	11
Airport District (ORS 838)	1
Port of Portland (ORS 778)	3
Port District (ORS 777)	6
Park & Rec District (ORS 266)	1
County	7
County Department	7
County Service District (451)	0
Intergovernmental Agreement (ORS 190)	3
TOTAL NUMBER	55

The county airports are all departments of the county government. The Lake, Union, Grant, Jackson and Josephine airports are budgeted separately using enterprise funds. Grant and Morrow Counties track airport activity using special revenue funds. Oregon counties also have the ability to operate and fund airports using ORS 451.010(1)(h), public transportation service districts, similar to county bus agencies. The county commissions normally preside over special service district units, but variations do exist. There are no airports in Oregon operating through county service district statutes.

Three airports operate via ORS 190 intergovernmental arrangements. Brookings Airport is run by the Border Coast Airport Authority, a unique IGA that includes the City of Brookings, Ore., City of Crescent City, Calif., Del Norte (Calif.) County and the Elk Valley Native American Nation. The Columbia River Gorge Airport is operated through an IGA between the City of the Dalles, Ore. And Klickitat, County, Wash. Operations are centered in Dallesport, Wash. The Prineville Airport is operated jointly by the City of Prineville and Crook County.

It should be noted that there are numerous state facilities not included in this analysis. (ie. Wakonda, Nehalem Bay State Park, Toledo)

Based upon the 2014 Oregon Airport Aviation Plan Economic Contribution to the Oregon Economy by Airport, The City of Newport Airport supports 160 jobs through direct employment and surveys of airport tenants (2014 OAP, Pg. 5). Airports supporting a similar number of jobs include 107 at Hermiston (City), 159 at Columbia Gorge

(IGA), 159 at Tillamook Bay (Port), 172 at Ashland (City) and 215 at Grants Pass (County). Other airports that could be considered based upon payroll and business output would be Corvallis (City) and Independence (State).

FINANCES

Researching budget and financial data was limited to the following airports: Hermiston, Columbia Gorge, Tillamook Bay, Ashland, Grants Pass, Corvallis and Independence. I focused on the operational activities (personal service, materials and service, debt service and contingency) when assessing financial viability. Enterprise Funds are assumed to be self-supporting activities based upon operational income and generally do not rely on property taxes for operations. Special Revenue Funds have a specific revenue source earmarked for activities. The possible revenue sources for special revenue funds are wide ranging and could include specific fees or charges, revenue sharing from the state or operational levy income. General Fund activities are generally considered governmental services and may be reliant upon some subsidy from standing property tax.

Ashland Airport (City). The City of Ashland, which utilizes biennial budgeting, records airport financial reporting through a Special Revenue Fund. The 2015-17 budget shows service fees estimated at \$276,000 with “other financing sources” of \$270,000. Operating expenses (Materials & Service, Debt Service, and Contingency) total \$551,000. It doesn’t appear that any transfers or property taxes are directed to this fund. This appears to be a break-even venture, though further inquiry should be made into the origination of the other financing sources. <http://www.ashland.or.us/Files/FINAL%20WEB%20BUDGET%202012-18-15.pdf>

Hermiston Airport (City). The City of Hermiston operates the airport as a department within the General Fund. For 2015-16, operational income is budgeted at \$210,000 and operational expenses is budgeted at \$209,640. Pretty much break even. Historically, however, the airport has been able to place \$20,000-80,000 of positive net operating income into a future capital reserve fund. This appears to be a more than break even operation. <http://www.hermiston.or.us/sites/hermiston.or.us/files/File/FinanceDepartment/1516-adopted-budget.pdf>

Columbia Gorge Airport (IGA). The airport is owned jointly by the City of The Dalles, Oregon, and Klickitat County, Washington. The City is the prime operator of the Airport via a management contract with Aeronautic Management and Gorge Aviation, two separate entities owned and operated by the same two partners. They also have an Airport Board made up of City and County members. The City Manager oversees the contract Airport Managers. All the Airport assets are owned 50% by the City and 50% by the County. They do consider the airport to be successful and future plans look very promising. <http://www.columbiagorgeairport.com/>

Tillamook Bay Airport (Port). The Port of Tillamook Bay (ORS 777) operates their airport as a department of the General Fund. For fiscal year 2014-15, POTB showed \$307,700 in operating revenue and \$422,593 in operating expense (personal services, materials and service, and debt service). This shows a negative net income of \$115,000. Other departmental activity, property tax and/or fund balances make up the operating deficit. http://www.potb.org/documents/Draft_Budget_2014-2015.pdf

Grants Pass Airport (County). Josephine County operates two airports (Grants Pass and Illinois Valley) an enterprise fund to track activity. The 2015-16 budget shows program revenue of \$634,000 and operational expenses of \$699,000 for the Grants Pass Airport. The beginning fund balance is \$150,000 and a budgeted contingency of \$100,000 in the fund that could apply to either airport. <http://www.co.josephine.or.us/SIB/files/Finance/I-Enterprise%20Funds%20Budget%202015-16.pdf>

Corvallis Airport (City). The City of Corvallis uses an Enterprise Fund to account for airport activities. For FY14-15, operational revenue is budgeted at \$500,000 and operational expense is set for \$459,000. Positive net income is transferred into a capital fund for future projects. This is a healthy fund and has cash reserves of over \$620,000. <http://archive.corvallisoregon.gov/0/doc/660859/Electronic.aspx>

Independence Airport (State). 60-acre facility. Matt Maas, airport manager, says that they generate about \$100,000 off "through the fence arrangements" with abutting private homeowners who utilize an easement directly onto the airport. Maas says that arrangement helps make Independence a profitable airport for the state.

RESOURCES

2014 Oregon Aviation Economic Update

http://www.oregon.gov/aviation/docs/system_plan/2014_Oregon_Aviation_Economic_Update_Executive_Summary.pdf

2014 Aurora State Airport Report

http://www.oregon.gov/aviation/docs/system_plan/Airport_Reports_2014/Aurora_State_Airport.pdf

Committee Member Input

Mayor Sandy Roumagoux

Ideas for governance and ownership of the airport: Because I am floundering in waters (really floundering instead of metaphorically on this stormy day) where I know not what I speak, I will just write what I have thought about. I do see the Port of Newport involved in the ONP. The large amount of acreage available especially at the south end of the airport is where an industrial park could flourish which could help increase the Port's available space. Of course, the catch is that water and sewer infrastructure needs to be available. Also, there would be room to accept the Port's dredgings.

Chair Ralph Busby

1. What are the goals to be accomplished by redesigning the ownership/governance?
2. Perform a cost comparison study of a variety of governance options utilizing existing public entities and/or creating a new one.
3. Look at the effect of combining various existing Lincoln County entities.
4. What would be the benefit of also assuming responsibility for the three state owned airports?
5. What benefits would a combination/restructure of existing organizations provide to other entities beside ONP (Ports, cities, etc.)
6. Identify new revenue sources that could be available with a different governance model
7. What is optimum regional base (County wide or?).
8. What additional leverages could be brought to bear with a regional organization?
9. What governance model best reflects the public's needs in a local airport/port organization?
10. Prepare and execute a survey of 20 or so airports in the NW that are comparable, obtaining ownership, management, lease policies, profitability, unique characteristics, marketing strategies, etc.

Statewide Input. I contacted the six port managers in Oregon and asked for their qualitative input about the "profitability" of their airport and airports generally. Following are brief summaries of their comments. (No response from the Ports of Gold Beach and Astoria.)

Gary Neal, Port of Morrow: Our facility has never had much other than a paved runway and rules from FAA that tend to not promote aviation activity. The Port's Airport has never had an FBO or any type of support facilities. FAA funds have not been allowed to be used to further usage, they require us to deal with safety only and the things that might enhance activity are not allowed to be on the list for their funds. We have made a conscious decision over the years to not self-fund the type of activities that might increase aviation activity. Maybe someday we will, but so far we have made investment in other activities. There are general aviation options in the area, 30 minutes away, so we have deferred the general use to that facility which is the City of Hermiston's airport. If you are looking at some successful operations that I think from the outside seem successful, I would contact Port of Benton in Richland Washington. They have to very active Airports, one in Richland and one in Prosser. As you know Mike McElwee has the Hood River Airport, Baker City has a municipal airport that is relatively busy, Pendleton's airport struggles and has always been a challenge. Port of Walla Walla has an active airport that seems to be working OK.

Michele Bradley, Port of Tillamook Bay: Our operations have been mildly successful. We always end up in the black, but not by very much – about \$20,000/year at the most. Some years it is \$5,000. All airport income has to be kept in the airport, so it's a constant struggle not to use it in other areas. We only have an airport office, self-service fuel (both AV gas and 100 LL), and about 35 T-hangars that we lease out, which are almost always full. It pretty much manages itself. We do not have a manned tower, so we get to steer clear of additional oversight by the FAA.

Paula Miranda, Port of St. Helens. Although we try to keep some general tally on our personnel cost on each of our properties/industrial parks, we don't maintain a direct personnel cost inventory that I am aware of. Our HR costs just come out of our general funds, which we use to manage all of our properties. We don't keep any full time employee at the airport. Our maintenance personnel work in all of our properties as needed and our airport manager also wears the hat of property and operations manager.

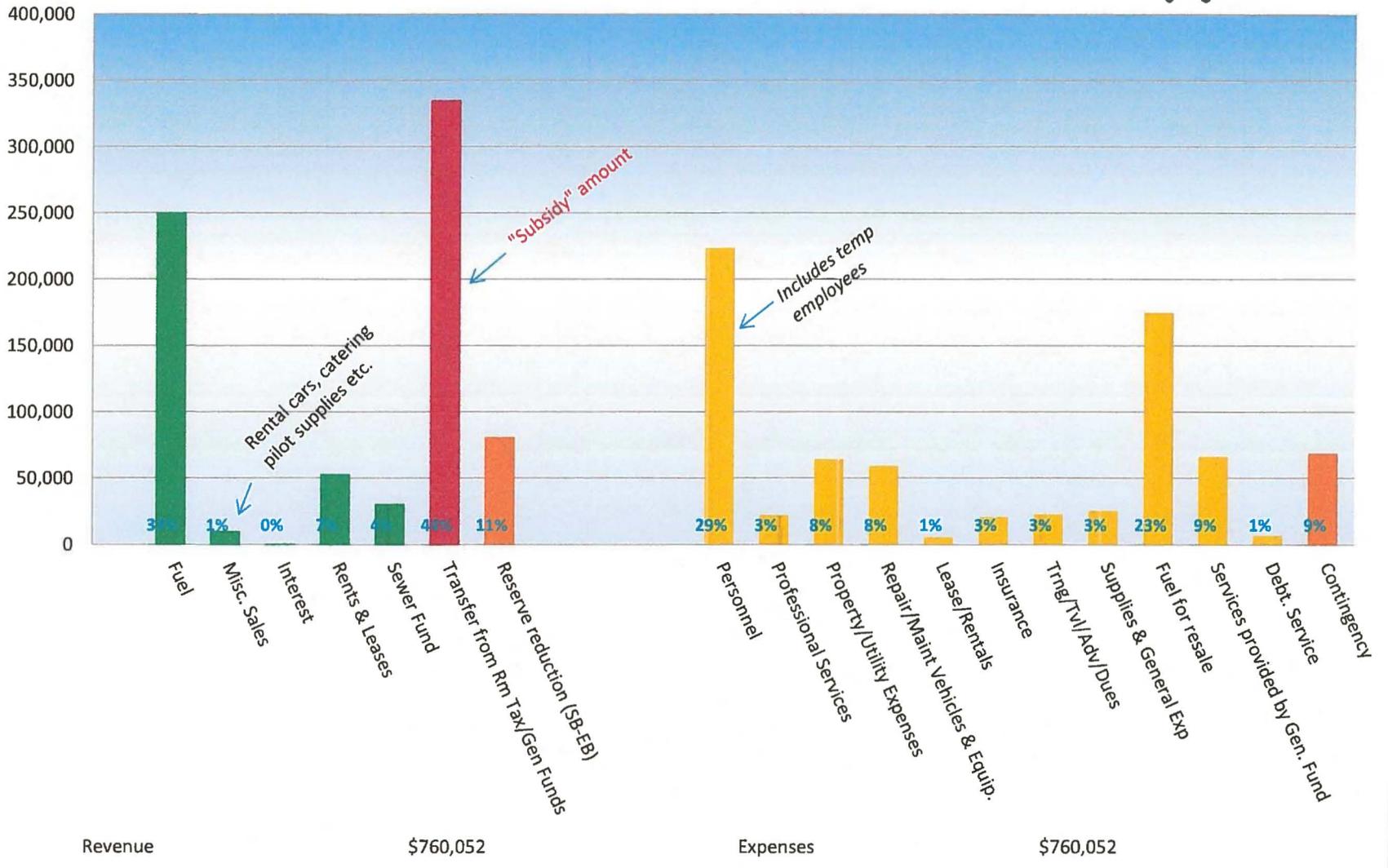
Michael McElwee, Port of Hood River. We've intended to take a good look at the Airport from a more rigorous financial standpoint for over two years. Just haven't gotten to it. We need to better isolate R&E for the Airport and then drive back through maintenance/management expectations to address T-Hangar lease rates to achieve break-even on operations. Just haven't done that yet. Our Airport operates at a small loss, bigger depending on capital spending. We get \$150,000 /yr. from the FAA but it requires a 10% match.

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ATTACHMENT C
FINANCE

ONP FY16 Budgeted Revenue & Expenses

(Excludes Capital Projects and Purchases)



ATTACHMENT D
MARKETING

- D. **Marketing the use of the airport.** Identify the types of value-added services the airport can provide, determine which have the greatest cost-benefit, and develop an initial set of marketing approaches for those which are likeliest to bear fruit.
Contact: Lorna Davis

Here are some of the suggestions that were offered regarding this topic

1. Need to identify specifically what land, facilities and amenities could be made available to prospective tenants. This could come out of the master planning process.
2. Emergency services hub, and "side" services that could be attached.
3. Transportation hub, combined ground/air facility.
4. Group tour origination point.
5. Flight training; particularly instrument saturation training. Few airports have the amount of actual instrument weather conditions, coupled with the available instrument approach procedures and light traffic.
6. Aviation component manufacturing.
7. Agricultural use of airport property.
8. Establish a marketing person/team, (paid?).
9. Aircraft sales (advantages of Oregon tax laws)
10. Federal Gov't. opportunities: DOD, NOAA, etc.
11. Work with the State/County/City to create a tax incentive package.
12. Identify developers interested in facilities development on the airport.
13. Redmond, Bend, and Aurora all have aviation manufacturing businesses on their airports. What do they offer that makes them attractive to these companies?
14. Have local hotels and other businesses create packages that could linked to an airline.
15. Rekindled the destination resort plans and the role of the airport within.
16. Museum? We almost got Erickson, there may be other opportunities.
17. Nature trails around the perimeter.
18. Infrastructure in place for development (water and sewer)
19. Have regular scheduled air service that connects to Portland, Eugene, Coos Bay, San Francisco, Vegas.
20. Rename airport Central Coast Regional Airport or something similar.
21. Build more hangars and market to the Bay area or other areas for rental space.
22. Work with Toledo airport if weather related challenges occur.

Here is some insights I came to when doing some research on other regional airports.

- A. Airport should have user friendly services available, ground transportation, Wi-Fi access, meeting space, business center, Coffee/Hot Water/Cups (waiting area) Wall mounted screen or large area to hand large maps or other documents, conference table and chairs.
- B. Food service
- C. Baggage assistance
- D. Have a website developed that is inclusive of Airport information and opportunities. There are too many to name here but Redmond Oregon is a great example:
<http://www.flyrdm.com/?Terminal-Information>

- E. Contract with or hire someone to assist in marketing rental space, services and other amenities in trade publications, online, via social media and other industry channels.

ATTACHMENT E
LAND USE ISSUES

Newport Airport Land Use Issues

TASK Identify land use and economic opportunities for airport property

Thank you to each person who contributed observations and suggestions regarding the non-traditional uses for land at the airport complex. Since several comments contained similar observations or ideas for use of the land, I have consolidated them for ease of consideration. There are opportunities as well as barriers to expanding revenue-producing activities at the airport that are laid out without compromise.

OPPORTUNITIES.

Be prepared to say "Yes" to those who bring proposals for airport uses to the City.

Provide economic development incentives for businesses desiring to locate at the airport.

Explore the availability for Oregon funding of infrastructure (water/sewer/streets/storm drainage) required to accommodate construction of leased and owned buildings.

Master Planning processes should identify the existing permitted land uses around the airport.

Provide for agricultural uses by one or more farmers/ranchers.

Provide for storage of fishing gear (gear shed.)

Provide for storage of recreational vehicles.

Provide for active recreation (tracks and courses) and parks.

Provide for long-term leases to allow for the construction of commercial or industrial facilities (UPS/FedEx/Amazon/Google) that use air shipment of goods or delivery services.

Provide lease space for use by airport based support business (airframe paint shop/aircraft refurbishing/aircraft supply retailers and wholesalers/aircraft maintenance) that do not have walk-in customer traffic.

Improve the existing airport structures and civil engineering facilities to present a well maintained appearance.

Promote the airport's geographic features (high, dry, stable, cool) to attract pilots and businesses to use and locate at the airport.

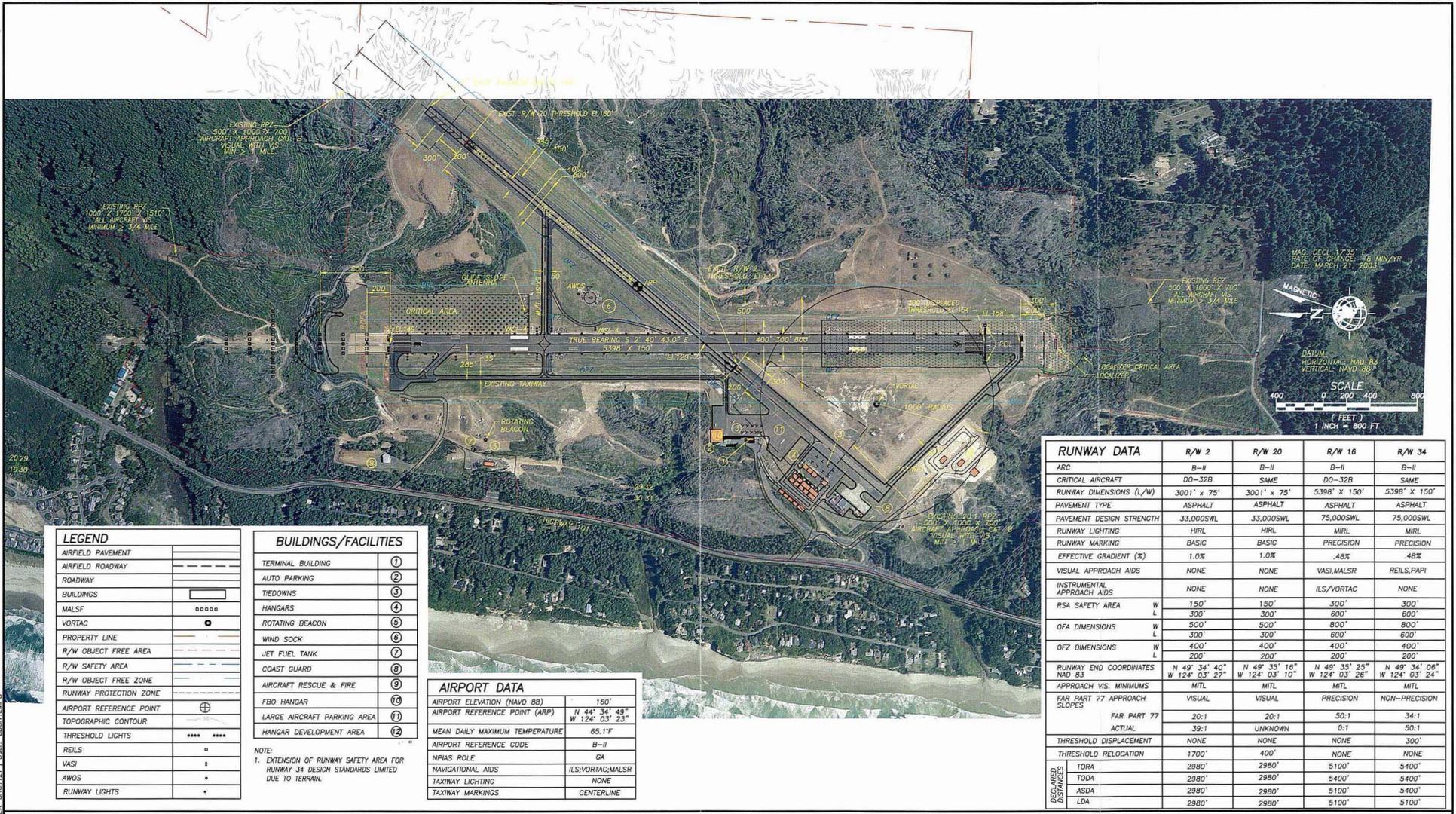
BARRIERS

Water and sewer services are not available to support uses throughout the property.

Airport Master Planning and Newport Master Planning processes need to be completed before additional permitted or conditional use activities can take place.

Lack of significant joint venture or partnership business experience by the City for economic development projects.

Low levels of connection by majority of City, County and regional residents with the economic or business success of airport.



LEGEND	
AIRFIELD PAVEMENT	
AIRFIELD ROADWAY	
ROADWAY	
BUILDINGS	
MALSF	□□□□□
VORTAC	●
PROPERTY LINE	
R/W OBJECT FREE AREA	
R/W SAFETY AREA	
R/W OBJECT FREE ZONE	
RUNWAY PROTECTION ZONE	
AIRPORT REFERENCE POINT	⊕
TOPOGRAPHIC CONTOUR	
THRESHOLD LIGHTS	*** **
REILS	○ ○
VASI	⋮
AWOS	•
RUNWAY LIGHTS	*

BUILDINGS/FACILITIES	
TERMINAL BUILDING	①
AUTO PARKING	②
TIEDOWNS	③
HANGARS	④
ROTATING BEACON	⑤
WIND SOCK	⑥
JET FUEL TANK	⑦
COAST GUARD	⑧
AIRCRAFT RESCUE & FIRE	⑨
FBO HANGAR	⑩
LARGE AIRCRAFT PARKING AREA	⑪
HANGAR DEVELOPMENT AREA	⑫

NOTE:
1. EXTENSION OF RUNWAY SAFETY AREA FOR RUNWAY 34 DESIGN STANDARDS LIMITED DUE TO TERRAIN.

AIRPORT DATA	
AIRPORT ELEVATION (NAVD 88)	160'
AIRPORT REFERENCE POINT (ARP)	N 44° 34' 49" W 124° 03' 23"
MEAN DAILY MAXIMUM TEMPERATURE	65.1°F
AIRPORT REFERENCE CODE	B-II
NPIAS ROLE	GA
NAVIGATIONAL AIDS	ILS,VORTAC,MALSR
TAXIWAY LIGHTING	NONE
TAXIWAY MARKINGS	CENTERLINE

RUNWAY DATA				
	R/W 2	R/W 20	R/W 16	R/W 34
ARC	B-II	B-II	B-II	B-II
CRITICAL AIRCRAFT	DO-32B	SAME	DO-32B	SAME
RUNWAY DIMENSIONS (L/W)	3001' x 75'	3001' x 75'	5398' x 150'	5398' x 150'
PAVEMENT TYPE	ASPHALT	ASPHALT	ASPHALT	ASPHALT
PAVEMENT DESIGN STRENGTH	33,000SWL	33,000SWL	75,000SWL	75,000SWL
RUNWAY LIGHTING	HIRL	MIRL	MIRL	MIRL
RUNWAY MARKING	BASIC	BASIC	PRECISION	PRECISION
EFFECTIVE GRADIENT (%)	1.0%	1.0%	.48%	.48%
VISUAL APPROACH AIDS	NONE	NONE	VASI,MALSR	REILS,PAPI
INSTRUMENTAL APPROACH AIDS	NONE	NONE	ILS/VORTAC	NONE
RSA SAFETY AREA	W 150' L 300'	150' 300'	300' 600'	300' 600'
OFA DIMENSIONS	W 500' L 300'	500' 300'	800' 600'	800' 600'
OFZ DIMENSIONS	W 400' L 200'	400' 200'	400' 200'	400' 200'
RUNWAY END COORDINATES	N 49° 34' 40" W 124° 03' 27"	N 49° 35' 16" W 124° 03' 10"	N 49° 35' 25" W 124° 03' 26"	N 49° 34' 06" W 124° 03' 24"
APPROACH VIS. MINIMUMS	MITL	MITL	MITL	MITL
FAR PART 77 APPROACH SLOPES	VISUAL	VISUAL	PRECISION	NON-PRECISION
	FAR PART 77 ACTUAL			
	20:1	20:1	50:1	34:1
	39:1	UNKNOWN	0:1	50:1
THRESHOLD DISPLACEMENT	NONE	NONE	NONE	300'
THRESHOLD RELOCATION	1700'	400'	NONE	NONE
DESIGNEE DISTANCES	TORA 2980'	2980'	5100'	5400'
	TODA 2980'	2980'	5400'	5400'
	ASDA 2980'	2980'	5100'	5400'
	LDA 2980'	2980'	5100'	5100'

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DRAWN BY:		APPROVED BY:	
LAST EDIT:	04/29/04	PLOT DATE:	08/31/04
DATE	BY	REVISION	CK/DIAPP

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 Airport Consultants

OREGON DEPARTMENT OF AVIATION
 NEWPORT MUNICIPAL AIRPORT
AIRPORT FACILITIES EXHIBIT 1A

NEWPORT OREGON
 SCALE: 1"=800'
 PROJECT NO. 30295
 DRAWING FILE NAME: 30295-NWP-EX1A
1A SHEET

CITY MANAGER'S REPORT AND RECOMMENDATION



Agenda #:7.E.
Meeting Date: 3-7-16

Agenda Item: From the Airport Committee, Recommendation on the Airport Operations Request for Proposals (RFP)

Background:

For the past year the Airport Committee has had a number of discussion regarding the possibility of using a private contractor for the operation of the airport and the fixed base operations. In February 2015, the Airport Committee, with the consent of the City Council, had issued Expressions of Interest for the operation of the airport. At that time, three firms submitted Expressions of Interest indicating interest in submitting a proposal for the operation of the Newport Municipal Airport. Based on this level of interest, the Airport Committee recommended, and the City Council concurred, that an RFP should be developed to give private operators the opportunity to bid on the operation of the airport. Beginning in the summer of 2015, the Airport Committee initiated review and revisions for a RFP for the operation of the Newport Municipal Airport. The proposals were structured with the operator keeping the revenues obtained from the operation of the airport and being responsible for the expenses of the airport. This put the risk/benefit onto the contractor who would be successful in receiving a contract to operate the airport. The RFP was issued with the response deadline of January 6, 2016. On January 6, the city received 3 proposals for the operation of the airport from the following companies:

1. ABS Aviation, submitter Michael A. Hodges, Tampa Florida
2. Aviation Career Services, submitter Eric L. Mercado, Chicago Illinois
3. Infinite Air Center, Tony Hann, Albany.

The three proposal and the RFP can be found in the Airport Committee Agenda Packet for February 9, 2016.

http://www.newportoregon.gov/citygov/comm/onp/agendas/Feb_9_2016_agenda_and_packet.pdf

The bids received from ABS Aviation and Aviation Career Services departed substantially from the RFP, placing the risk/benefit of operating the airport back to the city. The proposal that most closely met the originally intent of the RFP was from Infinite Air Center.

One of the stated objectives in the RFP was the reduction and or elimination of subsidy from the city's general fund over a three to five-year period for airport operations. Attached is an evaluation of what the city's revenues, expenditures and not expenditures would be with each of the three proposals received. Utilizing the 2015-16 budget as a base, the proposals submitted would cost the city more then what is projected in the 2015-16 budget with city operations. The increase in cost ranged from \$62,448 to \$240,769 over the cost of current city operations.

The other objectives of the RFP were to maximize reinvestment in public infrastructure, expand the commercial use of the airport, continue to exercise quality customer service, and facilitate local economic development by positioning the airport in surrounding property to be ready for development. While the firms submitting the proposals would

bring a certain level of value to the airport and could increase services at the airport, it was the Airport Committee's unanimous recommendation to the City Council that the three proposals be rejected. Furthermore, there was discussion from the Airport Committee that it was a very significant benefit to go through the RFP process to determine whether the airport could be operated much more economically through a contractor arrangement. Based on the proposals received, operating the airport with a private operator would not save the city money. The unanswered question is whether a private operator would be able to substantially increase activity at the airport. This remains an unknown.

Since the time of my predecessor, the airport has been operated with temporary staffing and with a temporary structure. I would like to work with the Airport Committee to determine a more permanent administrative structure and staffing for the operation of the airport as a continued department of the City of Newport, based on our inability to find a cost effective contractual operation of the airport. Finally, I would like to express my appreciation to Lance Vanderbeck and John Matherly who have done an excellent job of keeping the airport going in a positive direction during the discussions of privatization. Throughout this time both of these people have been professional and matter of fact regarding the potential impact on their jobs should the city choose to go forward with a private contractor. As part of the 2016-17 budget it will be my intent to layout an administrative structure for the airport going forward.

Recommendation:

I recommend that the City Council consider the following motion:

I move to concurrence with the Airport Committee recommendation to reject the three proposals for the operation of the airport and direct the City Manager to work with the Airport Committee to develop a permanent administrative structure for the operation of the Newport Municipal Airport.

Fiscal Effects:

None by this action.

Alternatives:

As suggested by the City Council.

Respectfully Submitted,



Spencer R. Nebel
City Manager

**CITY OF NEWPORT, OREGON
AIRPORT FUND
SCHEDULE OF REVENUES AND EXPENDITURES**

	2013-14	2014-15	2015-16	ABS Aviation, Inc.	Aviation, Inc. Career Service	Infinite Air Center
	Actual	Actual	Budget	2016-17 Proposed Budget	2016-17 Proposed Budget	2016-17 Proposed Budget
Revenues						
JET FUEL REVENUE	\$ 400,496	\$ 339,782	175,000	\$ 175,000	\$ -	\$ -
AVGAS REVENUE	73,340	50,123	75,000	75,000	-	-
OIL	663	348	520	520	-	-
PILOT SUPPLIES	973	10,609	7,300	7,300	-	-
FOOD CATERING	1,383	544	500	500	-	-
TIE DOWN	137	122	100	100	-	-
SERVICE PROVIDED FOR SEWER FND	30,704	30,704	30,704	30,704	30,704	-
RENTS & LEASES	53,018	57,943	52,780	52,780	-	-
CONCESSIONS	394	1,625	1,000	1,000	-	-
INTEREST ON INVESTMENTS	2,600	1,036	561	561	-	-
MISC. SALES & SERVICES	2,149	2,574	500	500	-	-
TOTAL REVENUES	565,857	495,410	343,965	343,965	30,704	-
Expenditures						
WAGES & SALARIES	\$ 100,370	77,425	116,195	\$ -	\$ -	\$ -
OVERTIME	11,869	14,169	8,000	-	-	-
ON-CALL	6,600	4,700	4,700	-	-	-
INSURANCE BENEFITS	29,469	14,711	37,867	-	-	-
FICA EXPENSES	9,014	8,028	9,860	-	-	-
RETIREMENT	20,995	14,356	12,257	-	-	-
WORKER'S COMPENSATION	2,748	2,852	3,179	-	-	-
UNEMPLOYMENT INSURANCE	1,365	1,498	773	-	-	-
PROFESSIONAL SERVICES	10,069	2,189	8,000	8,000	8,000	-
FINANCIAL PROFESSIONAL SERVICE	15,485	10,525	10,000	2,000	2,000	-
LEGAL PROFESSIONAL SERVICES	11,857	5,692	2,000	2,000	2,000	-
EMPLOYMENT SERVICES	33,717	39,545	28,000	-	-	-
OTHER PROFESSIONAL SERVICES	1,925	1,840	2,000	2,000	2,000	-
UTILITIES - ELECTRIC	12,731	13,393	12,500	12,500	12,500	-
UTILITIES - WATER & SEWER	0	644	6,600	6,600	6,600	-
UTILITIES - OTHER	4,296	1,405	1,800	1,800	1,800	-
BUILDING & GROUNDS EXPENSES	46,621	23,172	34,000	34,000	34,000	-
PERMITS/LICENSES EXPENSES	2,405	4,222	3,800	3,800	3,800	-
OTHER PROPERTY SERVICES	517	0	600	600	600	-
CLEANING EXPENSES	6,858	5,102	5,000	5,000	5,000	-
VEHICLE EXPENSES	16,626	6,090	13,000	13,000	13,000	-
EQUIPMENT EXPENSES	11,444	39,960	31,000	31,000	31,000	-
MAINTENANCE AGREEMENTS	5,615	5,120	5,000	5,000	5,000	-
INFRASTRUCTURE EXPENSE	0	0	10,000	10,000	10,000	10,000
LEASE EXPENSES	1,127	497	1,000	1,000	1,000	-
RENTAL EXPENSES	3,146	3,488	4,500	4,500	4,500	-
INSURANCE PREMIUM & EXPENSES	17,063	18,383	20,733	20,733	20,733	20,733
COMMUNICATIONS EXPENSES	5,182	4,079	4,200	4,200	4,200	-
ADVERTISING & MARKETING EXP	372	1,178	500	500	500	-
PRINTING & BINDING	279	188	500	500	500	-
TRAVEL & MEETING EXPENSES	430	3,255	3,500	-	2,000	-

				ABS Aviation, Inc.	Aviation, Inc. Career Service	Infinite Air Center
	2013-14 Actual	2014-15 Actual	2015-16 Budget	2016-17 Proposed Budget	2016-17 Proposed Budget	2016-17 Proposed Budget
MEMBERSHIPS, DUES & FEES	305	600	560	-	560	-
TRAINING	8,619	3,752	4,310	-	1,500	-
PROGRAMS & PROGRAM SUPPLIES	0	55	100	-	100	-
OTHER OPERATING EXPENSES	1,031	7,594	8,800	880	880	-
OFFICE SUPPLIES	6,703	9,683	12,000	12,000	12,000	-
BOOKS/PERIODICALS/DVD & VIDEO	0	600	600	600	600	-
POSTAGE/SHIPPING EXPENSES	323	403	400	400	400	-
CONCESSIONS & CATERING	2,134	2,753	1,500	1,500	1,500	-
AMMUNITION & FIREARMS	48	1,514	1,300	1,300	1,300	-
CLOTHING & UNIFORMS	297	495	500	500	500	-
GENERAL EXPENSES	3,409	3,025	2,700	2,700	2,700	-
SAFETY & HEALTH EXPENSES	31	6	0	-	-	-
NON-CAPITAL EQUIPMENT	12,980	0	0	-	-	-
FUEL	9,601	6,103	6,500	6,500	6,500	-
JET FUEL EXPENSES	315,215	168,236	105,000	105,000	105,000	-
AV-GAS EXPENSES	44,510	102,108	70,000	70,000	70,000	-
SERV PROVIDED BY GENERAL FUND	53,552	54,679	66,281	66,281	66,281	66,281
TOTAL EXPENDITURES	848,953	689,312	681,615	436,394	440,554	97,014

PROPOSED FEE				450,000 *	68,057 **	303,084
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* 6 Month Adjustment for City's Personnel

**\$313,261 less \$381,318 equals \$68,057

OPERATING SUBSIDY	(283,096)	(193,902)	(337,650)	(542,429)	(477,907)	(400,098)
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1 - (Undetermined)

2 - (Undetermined)

3 - ACS represents a 5% reduction in certain lines

4 - ABS overstated fee (120,000)

5 - Infinite Air FBO Improvements

(37,139)

15,000

NOTES:

1- Services provided by General Fund would be reduced based on the level of work required by Finance, with the most significant reduction occurring with the Infinite Air Center proposal and Aviation Career Service (ACS) proposal to a lesser extent. This would likely remain unchanged with ABS Aviation.

2- City insurance cost would be reduced to same degree with all three proposals

3- ACS sites a reduction in budget expenses for various line items equal to \$37,138.94 in fiscal year 2016-2017

4- ABS indicated on January 15, 2016 that their costs are overstated by a \$10,000/month. The actual monthly rate is \$27,500, versus \$37,500. This was noted after the proposals were made public

5- Infinite Air proposes that the City make \$15,000 improvements to the FBO

6- Infinite Air included a \$40,000 cap on their expenses

Spencer Nebel

From: Michael A. Hodges <mhodges@absaviation.com>
Sent: Friday, February 26, 2016 6:24 PM
To: Spencer Nebel
Cc: Peggy Hawker; bthompson@absaviation.com; 'Randy Bisgard'
Subject: RE: Airport Committee
Attachments: Newport Proforma Budget.xlsx

As mentioned in my prior e-mail, after some final adjustments to our proposed budget, we are conservatively projecting a savings to the City of around \$30,000 in Year one, increasing significantly on an annual through our proposed contract term. The significance of our proposal is that it is built not only on reduced operating expenses, but also on increasing revenues through attracting more activity, and facilitating more sales from current and future customers. Moreover, it is significant to note that these revenue projections exclude anticipated revenues from an airshow that we intend to bring to the community, as well as our efforts to bring other aeronautical businesses to the Airport. Finally, once we have the opportunity to further refine the budget after we learn more about the operation's historic operating and management structure, I am sure that we can further reduce the City's annual subsidy.

I would sincerely appreciate your reconsideration of our proposal. We are confident that we can bring the operational and financial successes to the Newport Municipal Airport that we have yielded at all of our other management contracts.

Regards, Michael

Michael A. Hodges
 President/CEO
ABS Aviation, Inc.
 12950 Race Track Road, Suite 206
 Tampa, Florida 33626-1307
 Phone: (813) 855-3600
 Fax: (813) 200-1014
 Cell: (813) 317-3170
www.absaviation.com



From: Spencer Nebel [mailto:S.Nebel@NewportOregon.gov]
Sent: Friday, February 26, 2016 7:59 PM
To: 'thann@InfiniteAirCenter.com'; 'Eric L. Mercado'; 'Michael Hodges'
Cc: Peggy Hawker
Subject: Airport Committee

To: Tony, Eric and Michael:

The Airport Committee met today to review the proposals that were submitted for the operation of the airport. The Airport Committee recommended on a 4-0 vote that the proposals be rejected since none of the proposals demonstrated a savings in current airport costs. The Committee suggested that the City Council explore alternatives other than contracting the operation of the airport. I appreciate your efforts in submitting proposals for this work.

Spencer R. Nebel

City Manager

City of Newport, Oregon 97365

541-574-0601

s.nebel@newportoregon.gov

**CITY OF NEWPORT, OREGON AIRPORT FUND
SCHEDULE OF REVENUES AND EXPENDITURES**

ABS AVIATION, INC. PROJECTED OPERATING BUDGET

	2013-14 Actual	2014-15 Actual	2015-16 Budget	Year 1	Year 2	Projected Year 3	Year 4	Year 5	Comments
REVENUES									
JET FUEL REVENUE	\$400,496	\$339,782	\$175,000	\$80,000	\$92,000	\$110,400	\$132,480	\$158,976	Revenues reflect gross profit
AVGAS REVENUE	\$73,340	\$50,123	\$75,000	\$15,000	\$16,500	\$18,150	\$19,965	\$21,962	Revenues reflect gross profit
OIL	\$663	\$348	\$520	\$800	\$840	\$882	\$926	\$972	
PILOT SUPPLIES	\$973	\$10,609	\$7,300	\$10,000	\$10,500	\$11,025	\$11,576	\$12,155	
FOOD CATERING	\$1,383	\$544	\$500	\$1,500	\$1,575	\$1,654	\$1,736	\$1,823	
TIE DOWN	\$137	\$122	\$100	\$1,000	\$1,200	\$1,440	\$1,728	\$2,074	
SERVICE PROVIDED FOR SEWER FND	\$30,704	\$30,704	\$30,704	\$30,704	\$30,704	\$30,704	\$30,704	\$30,704	Unknown revenue source remaining fixed through projection period
RENTS & LEASES	\$53,018	\$57,943	\$52,780	\$60,000	\$66,000	\$72,600	\$79,860	\$87,846	
CONCESSIONS	\$394	\$1,625	\$1,000	\$1,800	\$1,890	\$1,985	\$2,084	\$2,188	
INTEREST ON INVESTMENTS	\$2,600	\$1,036	\$561	\$1,000	\$1,050	\$1,103	\$1,158	\$1,216	Increase at 5% per year
MISC. SALES & SERVICES	\$2,149	\$2,574	\$500	\$2,500	\$2,625	\$2,756	\$2,894	\$3,039	
TOTAL REVENUES	\$565,857	\$495,410	\$343,965	\$204,304	\$224,884	\$252,698	\$285,111	\$322,954	Lower revenue than historic due to gross profit only on fuel
OPERATING EXPENSES									
WAGES & SALARIES	\$100,370	\$77,425	\$116,195	\$0	\$0	\$0	\$0	\$0	
OVERTIME	\$11,869	\$14,169	\$8,000	\$0	\$0	\$0	\$0	\$0	
ON-CALL	\$6,600	\$4,700	\$4,700	\$0	\$0	\$0	\$0	\$0	
INSURANCE BENEFITS	\$29,469	\$14,711	\$37,867	\$0	\$0	\$0	\$0	\$0	
FICA EXPENSES	\$9,014	\$8,028	\$9,860	\$0	\$0	\$0	\$0	\$0	
RETIREMENT	\$20,995	\$14,356	\$12,257	\$0	\$0	\$0	\$0	\$0	
WORKER'S COMPENSATION	\$2,748	\$2,852	\$3,179	\$0	\$0	\$0	\$0	\$0	
UNEMPLOYMENT INSURANCE	\$1,365	\$1,498	\$773	\$0	\$0	\$0	\$0	\$0	
PROFESSIONAL SERVICES	\$10,069	\$2,189	\$8,000	\$2,500	\$2,575	\$2,652	\$2,732	\$2,814	
FINANCIAL PROFESSIONAL SERVICE	\$15,485	\$10,525	\$10,000	\$2,000	\$2,060	\$2,122	\$2,185	\$2,251	
LEGAL PROFESSIONAL SERVICES	\$11,857	\$5,692	\$2,000	\$0	\$0	\$0	\$0	\$0	
EMPLOYMENT SERVICES	\$33,717	\$39,545	\$28,000	\$0	\$0	\$0	\$0	\$0	
OTHER PROFESSIONAL SERVICES	\$1,925	\$1,840	\$2,000	\$0	\$0	\$0	\$0	\$0	
UTILITIES - ELECTRIC	\$12,731	\$13,393	\$12,500	\$12,500	\$12,875	\$13,261	\$13,659	\$14,069	
UTILITIES - WATER & SEWER	\$0	\$644	\$6,600	\$6,600	\$6,798	\$7,002	\$7,212	\$7,428	
UTILITIES - OTHER	\$4,296	\$1,405	\$1,800	\$1,800	\$1,854	\$1,910	\$1,967	\$2,026	
BUILDING & GROUNDS EXPENSES	\$46,621	\$23,172	\$34,000	\$24,000	\$24,720	\$25,462	\$26,225	\$27,012	
PERMITS/LICENSES EXPENSES	\$2,405	\$4,222	\$3,800	\$2,500	\$2,575	\$2,652	\$2,732	\$2,814	
OTHER PROPERTY SERVICES	\$517	\$0	\$600	\$600	\$618	\$637	\$656	\$675	
CLEANING EXPENSES	\$6,858	\$5,102	\$5,000	\$1,200	\$1,236	\$1,273	\$1,311	\$1,351	
VEHICLE EXPENSES	\$16,626	\$6,090	\$13,000	\$6,000	\$6,180	\$6,365	\$6,556	\$6,753	
EQUIPMENT EXPENSES	\$11,444	\$39,960	\$31,000	\$12,000	\$12,360	\$12,731	\$13,113	\$13,506	
MAINTENANCE AGREEMENTS	\$5,615	\$5,120	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	
INFRASTRUCTURE EXPENSE	\$0	\$0	\$10,000	\$1,000	\$1,030	\$1,061	\$1,093	\$1,126	
LEASE EXPENSES	\$1,127	\$497	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	
RENTAL EXPENSES	\$3,146	\$3,488	\$4,500	\$4,500	\$4,635	\$4,774	\$4,917	\$5,065	
INSURANCE PREMIUM & EXPENSES	\$17,063	\$18,383	\$20,733	\$10,000	\$10,300	\$10,609	\$10,927	\$11,255	Portion of insurance covered in management fee
COMMUNICATIONS EXPENSES	\$5,182	\$4,079	\$4,200	\$4,000	\$4,120	\$4,244	\$4,371	\$4,502	
ADVERTISING & MARKETING EXP	\$372	\$1,178	\$500	\$2,000	\$1,500	\$1,500	\$1,500	\$1,500	
PRINTING & BINDING	\$279	\$188	\$500	\$500	\$515	\$530	\$546	\$563	
TRAVEL & MEETING EXPENSES	\$430	\$3,255	\$3,500	\$0	\$0	\$0	\$0	\$0	
MEMBERSHIPS, DUES & FEES	\$305	\$600	\$560	\$500	\$515	\$530	\$546	\$563	
TRAINING	\$8,619	\$3,752	\$4,310	\$0	\$0	\$0	\$0	\$0	
PROGRAMS & PROGRAM SUPPLIES	\$0	\$55	\$100	\$0	\$0	\$0	\$0	\$0	
OTHER OPERATING EXPENSES	\$1,031	\$7,594	\$8,800	\$1,000	\$1,030	\$1,061	\$1,093	\$1,126	
OFFICE SUPPLIES	\$6,703	\$9,683	\$12,000	\$1,200	\$1,236	\$1,273	\$1,311	\$1,351	
BOOKS/PERIODICALS/DVD & VIDEO	\$0	\$600	\$600	\$600	\$618	\$637	\$656	\$675	
POSTAGE/SHIPPING EXPENSES	\$323	\$403	\$400	\$400	\$412	\$424	\$437	\$450	
CONCESSIONS & CATERING	\$2,134	\$2,753	\$1,500	\$1,500	\$1,545	\$1,591	\$1,639	\$1,688	
AMMUNITION & FIREARMS	\$48	\$1,514	\$1,300	\$1,300	\$1,339	\$1,379	\$1,421	\$1,463	
CLOTHING & UNIFORMS	\$297	\$495	\$500	\$500	\$515	\$530	\$546	\$563	
GENERAL EXPENSES	\$3,409	\$3,025	\$2,700	\$2,700	\$2,781	\$2,864	\$2,950	\$3,039	
SAFETY & HEALTH EXPENSES	\$31	\$6	\$0	\$0	\$0	\$0	\$0	\$0	
NON-CAPITAL EQUIPMENT	\$12,980	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
FUEL	\$9,601	\$6,103	\$6,500	\$6,000	\$6,180	\$6,365	\$6,556	\$6,753	
JET FUEL EXPENSES	\$315,215	\$168,236	\$105,000	\$0	\$0	\$0	\$0	\$0	No cost of sales due to revenues reflecting gross profit
AV-GAS EXPENSES	\$44,510	\$102,108	\$70,000	\$0	\$0	\$0	\$0	\$0	No cost of sales due to revenues reflecting gross profit
SERV PROVIDED BY GENERAL FUND	\$53,552	\$54,679	\$66,281	\$60,000	\$61,800	\$63,654	\$65,564	\$67,531	Unknown expense increased at 3% per annum
TOTAL OPERATING EXPENSES	\$848,953	\$689,312	\$681,615	\$175,400	\$179,922	\$185,095	\$190,422	\$195,910	
PROPOSED MANAGEMENT FEE				\$330,000	\$339,900	\$350,097	\$360,600	\$371,418	
OPERATING SUBSIDY	-\$283,096	-\$193,902	-\$337,650	-\$301,096	-\$294,938	-\$282,494	-\$265,911	-\$244,374	

CITY MANAGER'S REPORT AND RECOMMENDATION



Agenda #:7.E.
Meeting Date: 3-7-16

**Agenda Item:
From Destination Newport Committee, Recommendation to Approve a
Tourism Marketing Grant for Coast Hills Classic Mountain Bike Race**

Background:

Coast Hills Classic Mountain Bike Race will take place on May 14, 2016. The Destination Newport Committee is recommending that the City Council approve the requested amount of \$3,000 for the Newport Parks and Recreation Department to promote the 2016 Coast Hills Classic Mountain Bike Race. This will be the last year of eligibility for this event.

Recommendation:

I recommend the City Council consider the following motion:

I move approval of a tourism marketing grant, submitted by the City of Newport Parks and Recreation Department, for assistance with marketing and advertising for the of the 2016 Coast Hills Classic Mountain Bike Race, in the amount of \$3,000.

Fiscal Effects:

\$25,000 is appropriated annual by the Council to bring visitors in from outside the Newport area for these types of event.

Alternatives:

None recommended.

Respectfully Submitted,

Spencer R. Nebel
City Manager



STAFF REPORT
CITY COUNCIL AGENDA ITEM

Prepared by: Cindy Breves

Title: Recommendation to Approve a Tourism Marketing Grant for Coast Hills Classic Mountain Bike Race

Recommended Motion:

I move to approve the tourism marketing grant fund application, submitted by the City of Newport Parks and Recreation, for assistance with marketing and advertising for the of the 2016 Coast Hills Classic Mountain Bike Race, in the amount of \$3,000.

Background Information:

For the third year, the City of Newport Parks and Recreation Department requested \$3,000 to assist with marketing efforts and event promotion for the 2016 Coast Hills Classic Mountain Bike Race. The City of Newport Parks and Recreation Department partnered with Bike Newport anticipate this event will bring bike enthusiasts from all over the State to challenge their skills and endurance against the rugged coastal terrain. It is estimated that about 1000 visitors will be brought to the city many of which bring their families and stay for the weekend to partake in the city's many attractions. The Destination Newport Committee discussed the request and is forwarding a positive recommendation. Should the Council approve this grant the Coast Hills Classic Mountain Bike Race will not be eligibility to apply for a Tourism Marketing Grant again.

Fiscal Notes:

If approved, this funding would come from the \$25,000 in Transit Room Tax monies that have been set aside for Tourism Marketing Grants. This will be the third and final year for this event.

Alternatives:

None.

Attachments:

Tourism Marketing Grant Fund Application submitted by the City of Newport Parks and Recreation Department

General Information:

Name of Applicant Organization: City of Newport Parks and Recreation Department

Mailing Address: 169 SW Coast Hwy.

City, State, Zip: Newport, OR, 97365

Telephone: (541) 574-5453 Fax: (541) 574-6596

E-Mail Address: M.Cavanaugh@NewportOregon.gov

Principal Contact (If different from Applicant): Michael Cavanaugh

Mailing Address (If different from Applicant): _____

City, State, Zip: _____

Telephone: _____ Fax: _____

E-Mail Address: _____

Date(s) and Time(s) of Event: Saturday May 14, 2016

Description of Event or Activity*: _____

Mountain bike enthusiasts from all over the state will converge on Newport to challenge their skill and endurance against the rugged coastal terrain. The course will be a steep 12 miles of mud, dirt, gravel, and tree roots, that will provide a white knuckle ride for even the top riders.

Nature of Event or Activity:

Single Day Event May 14

Multi-night local lodging event _____ days

Extended calendar event. _____ days

Amount of Funding Requested: \$ 3000

Total Event/Activity Budget: \$ 7000

What specific marketing expenditures will the granted funds be used for?*

- Statewide and Pacific Northwest targeted marketing efforts including: _____
- Placing adds in mountain bike publications _____
- Bike Show Fees and associated expenses _____
- Mailing materials to bike shops across the Northwest _____

List event/activity supporters or partners*: _____

Bike Newport will be our partner in all aspects of planning, developing and hosting this race.
The Newport News-Times has pledged in-kind sponsorship to help us make this event a huge success.

*Use additional sheets as necessary.

CITY MANAGER'S REPORT AND RECOMMENDATION



Agenda #:7.E.
Meeting Date: 3-7-16

**Agenda Item:
From Destination Newport Committee, Recommendation to Approve a
Tourism Marketing Grant for Oregon Coast Aquarium for the Oregon Coast
Aquarium 5K**

Background:

Oregon Coast Aquarium 5K will take place on April 23, 2016 at the Aquarium. The Destination Newport Committee is recommending that \$3500 be awarded to Oregon Coast Aquarium to offset marketing cost to bring individuals in from outside the Newport area. This is the second year that this grant has been approved for this event which was formerly called Flippers, Feathers, and Fins 5K.

Recommendation:

I recommend the City Council consider the following motion:

I move approval of the tourism marketing grant request, from the Oregon Coast Aquarium, for assistance with marketing and advertising for the of the 2016 Oregon Coast Aquarium 5K, in the amount of \$3,500.

Fiscal Effects:

\$25,000 is appropriated annual by the Council to bring visitors in from outside the Newport area for these types of event.

Alternatives:

None recommended.

Respectfully Submitted,

Spencer R. Nebel
City Manager



STAFF REPORT
CITY COUNCIL AGENDA ITEM

Prepared by: _____Cindy Breves_____

Title: Recommendation to Approve a Tourism Marketing Grant for Oregon Coast Aquarium for the Oregon Coast Aquarium 5K

Recommended Motion:

I move to approve the tourism marketing grant fund application, submitted by the Oregon Coast Aquarium, for assistance with marketing and advertising for the 2016 Oregon Coast Aquarium 5K formerly Flippers, Feathers, and Fins 5K, in the amount of \$3,500.

Background Information:

The Oregon Coast Aquarium has requested \$3,500 to assist with marketing efforts and event promotion for the 2016 Oregon Coast Aquarium 5K Flippers, Feathers, and Fins 5K. This is a 5K race and Kids Dash that runs through the aquarium. This event is designed to encourage healthy lifestyle and bring people to Newport and the Oregon Coast. Last year of the 239 participates, 159 traveled more than 50 miles to participate. This year the goal is to increase participation to 500. In order to achieve the increased participation, the Oregon Coast Aquarium will work with Portland Running Company who will sponsor the race and assist with the execution. Due to the races early start time runners will need to stay the night before the race increasing the need for rooms. The organizers estimate about 100 rooms will be used by race participates. Each participate receives a free pass to the aquarium for the day, which encourages participates to stay longer and bring their families. Additional sponsors are News-Times, Samaritan Health Services, Portland Running Company and a pending sponsorship with Big 5 Sporting Goods. All proceeds from this event benefit animal care programs at the Oregon Coast Aquarium. The Destination Newport Committee discussed the request and is forwarding a positive recommendation.

Fiscal Notes:

If approved, this funding would come from the \$25,000 in Transit Room Tax monies that have been set aside for Tourism Marketing Grants. This will be the second year for this event to receive this grant.

Alternatives:

None

Attachments:

Tourism Marketing Grant Fund Application submitted by the Oregon Coast Aquarium



CITY OF NEWPORT
 169 SW Coast Highway
 Newport, Oregon 97365
 541.574.0603
 c.breves@newportoregon.gov

TOURISM MARKETING GRANT FUND APPLICATION

The purpose of the grant program is to promote tourism and increase stays in lodging establishments within the city limits of Newport. Funding for events/activities scheduled for the off and/or shoulder seasons, September 15 through June 15 will be given priority. Funding may not be provided for well established events/activities, although funding may be provided for expansion or changes of existing events if the city determines the changes will increase tourism.

Applications for grant funds must be submitted two months prior to an event to allow sufficient time for review by the Destination Newport Committee and the City Council at their regularly scheduled meetings.

The regular Destination Newport Committee meetings are held on the third Thursday of the month. Applications will be reviewed by the Destination Newport Committee and forwarded to the City Council with a recommendation for approval or denial. Applications must be submitted to the City Manager's Office.

The city reserves the right to grant all or a portion of a request; deny a request; or recommend no award regardless of availability of funds.

Please read the rules instructions on page 5. prior to completion.

General Information:

Name of Applicant Organization: Oregon Coast Aquarium

Mailing Address: 2820 SE Ferry Slip Rd

City, State, Zip: Newport, OR, 97365

Telephone: 541-867-3474 Fax: 541-867-6846

E-Mail Address: contact@aquarium.org

Principal Contact (If different from Applicant): Jason King

Mailing Address (If different from Applicant): _____

City, State, Zip: _____

Telephone: _____ Fax: _____

E-Mail Address: marketing@aquarium.org

Date(s) and Time(s) of Event: 4/23/2016

Description of Event or Activity*: Come for a race, stay for an aquarium adventure. Every participant in the

4th annual Oregon Coast Aquarium 5k & Kids' Dash will not only take part in a fun race, they will receive free entry to the Oregon Coast Aquarium for the rest of the day

This 5K (3.1 mile) route will start and end at the Oregon Coast Aquarium. This event is perfect for the speedy, the slow and everyone in between.

The Oregon Coast Aquarium 5k seeks to promote healthy lifestyles on the coast and proceeds will benefit animal care programs at the Oregon Coast Aquarium.

Nature of Event or Activity:

Single Day Event Yes

Multi-night local lodging event _____ days

Extended calendar event. _____ days

Amount of Funding Requested: \$ 3500.00

Total Event/Activity Budget: \$ 13380.00

What specific marketing expenditures will the granted funds be used for?*

We plan to use \$2500 on targeting runners in the Portland DMA, Salem, Corvallis, Eugene and Bend markets on Facebook.

We plan to use \$1000 to make a buy with the Portland Running Company to reach their 95,000 subscribers using direct email and on-site promotions at various running events.

List event/activity supporters or partners*: Newport News-Times has committed to sponsor the event and in addition provide local advertising.

Samaritan Health Services has committed to sponsoring the event and in addition will be offering a discounted registration rate to their entire employee network both on the coast and in the Willamette valley.

Portland Running Company has agreed to sponsor the race by assisting with advertising at various events across the region leading up to our event and day of execution.

Applicant/organization must be a non-profit corporation. Attach a copy of the IRS determination letter.

Has applicant received funding in prior years from the city for this event/activity? If yes, when:

Yes we received funding in 2015.

Projected Event/Activity Impact:

Describe how the event/activity will affect the Newport economy (e.g., room nights, number of visitors/attendees, restaurant sales, retail sales, etc.):

In 2015 we added over 100 paid runners compared to our 2014 total and had a total of 282 paid participants. Of those 282, remarkably 201 traveled more than 50 miles to get to Newport.

We are expecting that we will see our numbers grow yet again with the support of our sponsors and are planning to see the event reach over 400 runners in 2016.

Due to the early start time of the race most runners will need to travel to Newport the night before. A conservative estimate on this would amount to 100 room nights at local hotels.

In addition to lodging, the participants will most likely need to eat a minimum of 1-2 meals at local restaurants.

Furthermore, by offering complimentary entry to the Oregon Coast Aquarium, runners have additional funds to potentially spend at local retail establishments.

INSTRUCTIONS AND PROCEDURES FOR EVENT/ACTIVITY GRANT APPLICATION

1. Complete the prepared application for event/activity grant funding. The forms can be obtained from the city manager's office at the Newport City Hall or on the city website at www.newportoregon.gov. Use only the city form when preparing an application.
2. Applications for grant funds should follow this timeline:

Applications must be submitted a minimum of two months prior to the scheduled event. The Destination Newport Committee will consider applications at their regular monthly meetings. Applications for events that have already occurred will not be accepted.
3. Applications for funding will be reviewed by the Destination Newport Committee and recommendations will be forwarded to the City Council for final approval. Incomplete applications will be returned to applicant for correction, and may not be considered if the delay creates a late application.
4. The applicant, or applicant's representative, may attend the Destination Newport Committee meeting at which the application will be considered. No applicant presentation is required, but applicant should be prepared to respond to questions.
5. Applications submitted after an event/activity occurs will be rejected.
6. Applicants are required to provide the city with a final report summarizing the results of the event/activity (e.g., attendance, local and regional publicity, lodging occupancy resulting from the event, closing revenue and expenditure report, etc.). This information must be submitted to the city manager's office no later than one month from the final day of the event/activity. Samples of all marketing materials and acknowledgements should be attached to this report. Failure to provide a final report to city shall jeopardize future applications
7. The purpose of the grant program is to promote tourism and increase stays in lodging establishments within the city limits of Newport. Funding for events/activities scheduled for the off and/or shoulder seasons, September 15 through June 15 will be given priority. Funding may not be provided for well established events/activities, although funding may be provided for expansion or changes of existing events if the city determines the changes will increase tourism.
8. Preference will be given to events/activities that have taken place for three years or less, or new components/improvements to existing events/activities.

9. Events/activities may not be considered for funding more than three times. Applicant should plan for other funding sources beyond the third request.
10. Funding is contingent upon available monies, and the process is competitive. There is no guarantee that funding, if granted, will be available for an event/activity in subsequent years.
11. Acknowledgement must be given to the City of Newport in all promotional materials, and programs associated with the event/activity.



Sandy Roumagoux, Mayor
CITY OF NEWPORT
169 S.W. Coast Hwy.
Newport, OR 97365
S.Roumagoux@newportoregon.gov
541-265-9260

March 1, 2016

Re: Salary Adjustment for City Manager, Spencer Nebel

Dear Member of the City Council:

On Monday December 7, 2015, the City Council in Executive Session received a report on the performance evaluation of City Manager, Spencer Nebel. The Council indicated that they were most pleased with the City Manager's performance during his third year as an employee with the City of Newport. At the regularly scheduled City Council meeting on February 1, 2016, there was a report on the 2015 evaluation of the city manager.

There was no adjustment in salary for City Manger Spencer Nebel's first two years of employment except for cost of living increases. A work group consisting of Councilor Busby, Council President Saelens, and me met to review the compensation for the City Manager.

The work group from the City Council reviewed compensation structures used in other cities for the city manager position. The attached City Manager's Compensation Study spreadsheet completed February 23, 2016 lists the cities surveyed. In addition, Spencer Nebel's stellar evaluations from the City Council were factored in. Spencer Nebel's expertise as city manager has resulted in a superior job performance.

I am recommending that the City Council approve a salary of \$125,500.00 retroactive to January 1, 2016. An amendment to the City Manager's employment contract with the new amount is attached.

Sincerely,

A handwritten signature in blue ink that reads "Sandra Roumagoux". The signature is written in a cursive style.

Sandra Roumagoux, Mayor of Newport

City Manager's Compensation Study
23-Feb-16

City	Population	Assessed Valuation	Years of service	Annual Salary	Deferred Salary	Total Salary	Effective Date of Current Salary	
			Current City Total CM		(in addition to base)			
Lincoln City	8,040	\$1,607,592,253	1	23	\$117,645.00	\$7,058.70	\$124,703.70	1/20/2016
Florence	8,700	\$880,996,318	1	1	\$109,000.00	\$-	\$109,000.00	1/1/2016
Indepence	8,775	\$415,094,690	5.5	30	\$113,405.00	\$-	\$113,405.00	7/1/2015
Monmouth	9,620	\$427,930,595	9	17	\$126,853.00	\$6,342.00	\$133,195.00	7/1/2015
North Bend	9,755	\$662,242,396	4	37	\$107,910.00	\$-	\$107,910.00	7/1/2015
Newport	10,116	\$1,280,355,385	2	30	\$119,646.00	\$-	\$119,646.00	12/16/2013 w/COLAs July 2014 & 15
Sandy	10,395	\$730,462,848	2.5	2.5	\$98,004.00	\$5,880.24	\$103,884.24	1/1/2016
Dallas	15,040	\$933,776,225	3	4	\$140,192.00	\$4,205.76	\$144,397.76	1/1/2016
Coos Bay	16,160	\$995,556,821	6.5	6.5	\$137,076.00	\$-	\$137,076.00	10/1/2014
Newport's Rank	4th	2nd	7th	2nd (tie)			5th	
(highest to lowest)								

Note: Astoria and Sweet Home were included in the salary study but did not provide responses.

City Manager's Compensation Study
 23-Feb-16

City	Car Allowance	Phone Allowance	Benefits in Addition to Department Heads
Lincoln City	None - Car for Business Use	\$300/yr	None
Florence	Paid per diem and Mileage	\$960/yr	Car Per Diem
Indepence	\$3000/yr	\$720/yr	11 months severence, Vac. accrual starts as a 10 yr employee, 30 days sick and vac. At hire.
Monmouth	\$4200/yr	City Provided	80 hours comp. time
North Bend	\$3600/yr	\$900/yr	None
Newport	\$2100/yr+mileage out of Lincoln Co.	\$600/yr	24 hours of additional vacation accrual, four months severence pay
Sandy	\$5400/yr	\$359.40/yr	40 hours of additional vacation pay
Dallas	\$6600/yr	\$1320/yr	None reported
Coos Bay	\$6000/yr	\$900/yr	Nine months severence, Payout of sick leave with uncapped accumulation

AMENDMENT NO. 1
TO THE
EMPLOYMENT AGREEMENT BETWEEN
THE CITY OF NEWPORT AND SPENCER R. NEBEL

THIS AGREEMENT No. 1 is to the above described Employment Agreement dated November 5, 2013, between the City Of Newport, a municipal corporation of the State of Oregon (“City”), and Spencer R. Nebel (“NEBEL”).

WHEREAS, the above described agreement, paragraph 4, provides in part: “The City Council shall review NEBEL’s performance annually.... Adjustments to NEBEL’s compensation, based on the annual performance review, shall be effective on January 1.”, and

WHEREAS, based upon the annual performance review, the City desires to continue the employment relationship with NEBEL as City Manager and make an adjustment to his compensation; and

WHEREAS, under Chapter VIII of the Charter of the City of Newport, the City Manager, City Attorney, and Municipal Judge are officers of the City appointed by a majority of the entire council; and

WHEREAS, the City Manager, City Attorney and Municipal Judge are not included in the City Of Newport Salary Schedule for Non-Union Employees, which includes a Salary Range with a series of 9 individual salary steps, which are awarded to employees upon satisfactory performance of their respective job duties and responsibilities;

NOW THEREFORE, the parties acknowledge, represent and agree as follows:

1. All relocation expenses incurred by NEBEL have been reimbursed by CITY, and items under 8.F. of the Employment Agreement are completed and satisfied.
2. The respective rights and obligations of the parties under the described agreement are being undertaken and fulfilled in a highly satisfactory manner.
3. The annual salary of NEBEL shall be \$_____ effective January 1, 2016, subject to future modifications as provided in the described agreement herein.
4. Except as expressly set forth herein, all provisions of the herein described Employment Agreement shall continue and remain in full force and effect.

Dated this _____ day of March, 2016.

CITY OF NEWPORT

SPENCER R. NEBEL

Sandra N. Roumagoux, Mayor

City Manager

ATTEST:

APPROVED AS TO FORM

Margaret M. Hawker, City Recorder

Steven E. Rich, City Attorney

CITY MANAGER'S REPORT AND RECOMMENDATION



Agenda #:8.A.
Meeting Date: 3-7-16

Agenda Item:

Consideration and Possible Adoption of Resolutions 3741 and 3742 approving Clean Water State Revolving Fund (CWSRF) Loan Agreements

Background:

At the February 1 regular meeting of the City Council, Council approved motion authorized the CWSRF Loan Agreement No R68935 with the Oregon Department of Environmental Quality for the Bay-Moore Basin Storm Sewer Improvements, the Sam Moore Creek Bio-Retention Facility, and the Big Creek Fish Passage Mitigation in the amount of \$4,128,454 and authorized the Mayor to execute that agreement.

In addition, the Council approved a motion authorizing a CWSRF Loan Agreement R68934 with the Oregon Department of Environmental Quality for the Nye Beach Pump Station Grinder and sanitary sewer pipe replacement to address infiltration issues in the amount of \$1,115,000 with the Mayor being authorized to execute agreement as well.

Both of these loans will carry a favorable 1% interest rate for the life of the loan. Furthermore, since these funds are distributed on a reimbursement basis, the city is only charged interest on funds that are actually dispensed and the repayment of the loan is not required to begin until six months after the project is completed. In preparing the submission for these loans, we have discovered that we did not have the Council approve these actions in a resolution format. We are requesting that the Council approve Resolutions No 3741 and 3742 to confirm the actions taken at the February 1 City Council meeting.

City Attorney Steve Rich has prepared letters for both loans required for legal review of the bond issuance. They are attached for your review as well.

Recommendation:

I recommend that the City Council consider the following motion:

I move to adopt Resolution No. 3741, a resolution approving a CWSRF Loan Agreement for the Nye Beach Grinder and various wastewater improvement to address inflow and infiltration, and authorizing the Mayor to execute the agreement No. R68934 with the Oregon Department of Environmental Quality.

I move to adopt Resolution No. 3742, a resolution approving a CWSRF Loan Agreement for the Bay-Moore Basin Storm Sewer Improvements, the Sam Moore Creek Bio-Retention Facility, and the Big Creek Fish Passage Mitigation, and authorizing the Mayor to execute the agreement No. R68935 with the Oregon Department of Environmental Quality.

Fiscal Effects:

Adoption of the resolutions are required for the city to proceed with the revolving fund loan for these projects.

Alternatives:

None recommended.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "S. Nebel".

Spencer R. Nebel
City Manager



**STAFF REPORT
CITY COUNCIL AGENDA ITEM**

Prepared by: Timothy Gross, PE, Director of Public Works/City Engineer

Title: Approval of Resolutions 3741 and 3742 approving Clean Water State Revolving Fund (CWSRF) loan agreements

Recommended Motion:

I move to approve resolution no. 3741, a resolution approving a CWSRF loan agreement for the Nye Beach Pump Station Grinder and various wastewater improvements to address inflow and infiltration, and authorize the Mayor to execute the resolution on behalf of the City of Newport.

Background Information:

At the February 15, 2016 regular Council Meeting, the City Council approved Clean Water State Revolving Loan Fund (CWSRF) agreements 68934 and 68935 with the Oregon Department of Environmental Quality (ORDEQ). It is a requirement of the loan that the Council approve a resolution authorizing the loan agreements. City staff neglected to include the resolutions when the agreements were submitted to Council, and are now attached for the Council consideration.

Fiscal Notes:

The terms of the CWSRF loan agreements are summarized as follows:

1. The CWSRF interest rate of 1.0% is lower than any currently available bond rate; and
2. The CWSRF program operates through a disbursement process, where the City fronts the cost of the project and is reimbursed on a quarterly basis;
3. The City is only charged interest on funds that are actually dispersed, and repayment of the loan is not required to begin until six months after the project is completed.

Alternatives:

Reject the loan agreements and finance the project through alternative means.

Attachments:

- Resolution 3741
- Resolution 3742

CITY OF NEWPORT

RESOLUTION NO. 3741

A RESOLUTION APPROVING A CWSRF LOAN AGREEMENT FOR THE NYE BEACH PUMP STATION GRINDER AND VARIOUS WASTEWATER IMPROVEMENTS TO ADDRESS INFLOW AND INFILTRATION

FINDINGS:

1. The City of Newport has identified the Nye Beach Pump Station Grinder and various wastewater improvements to address inflow and infiltration as high priority projects and projects that could be funded through CWSRF loans; and
2. The CWSRF interest rate of 1.0% is lower than any currently available bond rate; and
3. The CWSRF program operates through a disbursement process, where the City fronts the cost of the project and is reimbursed on a quarterly basis;
4. The City is only charged interest on funds that are actually dispersed, and repayment of the loan is not required to begin until six months after the project is completed.

THE CITY OF NEWPORT RESOLVES AS FOLLOWS:

Section 1. The Mayor of the City of Newport is authorized to sign the Loan Agreement No. R68934 for the CWSRF loan funding for the Nye Beach Pump Station Grinder and various wastewater improvements to address inflow and infiltration.

Section 2. This resolution will be effective on adoption.

Adopted by the City of Newport City Council on March 7, 2016.

Sandra N. Roumagoux, Mayor

ATTEST:

Margaret M. Hawker, City Recorder

CITY OF NEWPORT

RESOLUTION NO. 3742

A RESOLUTION APPROVING A CWSRF LOAN AGREEMENT FOR THE BAY-MOORE BASIN STORMWATER PROJECT, THE SAM MOORE CREEK BIO-RETENTION FACILITY, AND THE BIG CREEK RESERVOIRS FISH PASSAGE MITIGATION.

FINDINGS:

1. The City of Newport has identified the Bay-Moore Basin Storm Water Project, the Sam Moore Creek Bio-Retention Facility, and the Big Creek Reservoirs Fish Passage Mitigation as high priority projects and projects that could be funded through CWSRF loans; and
2. The CWSRF interest rate of 1.0% is lower than any currently available bond rate; and
3. The CWSRF program operates through a disbursement process, where the City fronts the cost of the project and is reimbursed on a quarterly basis;
4. The City is only charged interest on funds that are actually dispersed, and repayment of the loan is not required to begin until six months after the project is completed.

THE CITY OF NEWPORT RESOLVES AS FOLLOWS:

Section 1. The Mayor of the City of Newport is authorized to sign the Loan Agreement No. R68935 for the CWSRF loan funding for the Bay-Moore Basin Storm Water Project, the Sam Moore Creek Bio-Retention Facility, and the Big Creek Reservoirs Fish Passage Mitigation.

Section 2. This resolution will be effective on adoption.

Adopted by the City of Newport City Council on March 7, 2016.

Sandra N. Roumagoux, Mayor

ATTEST:

Margaret M. Hawker, City Recorder



Steven E. Rich
City Attorney
169 S.W. Coast Hwy.
Newport, OR 97365
s.rich@newportoregon.gov
541-574-0607

March 1, 2016

Clean Water State Revolving Fund Loan Program
Water Quality Division
Department of Environmental Quality
811 S.W. Sixth Avenue
Portland, OR 97204-1390

RE: \$1,115,000 Revenue Secured Loan Revolving Fund Loan Agreement No.
R68934

Dear Sir/Madam:

As City Attorney for the City of Newport, I have acted as legal counsel to the City in connection with the referenced matter.

I have examined a copy of the Loan Agreement referenced above and have reviewed the City of Newport Resolution adopted in connection with same. On questions of material fact, I have relied upon representations of City staff without undertaking to verify the same by independent investigation.

On the basis of the foregoing, I am of the legal opinion that:

1. The City of Newport is a municipality duly authorized and validly existing under the law of Oregon with the power and authority to execute and deliver and perform its obligations under the Loan Agreement referenced above.
2. This Agreement has been duly executed and acknowledged where necessary by the City's authorized representative, all required City approvals have been obtained, and all other necessary City actions have been taken so that the Loan Agreement, when it is also signed by DEQ's authorized representative, will be valid, binding and enforceable against the City in accordance with its terms, except as such enforcement is affected by bankruptcy, insolvency, moratorium, or other laws affecting creditors' rights generally.
3. To my knowledge, the Loan Agreement does not violate any other agreement, statute, court order, or law to which the City is a party or by which it or any of its property or assets is bound.
4. The Gross Revenues from which the Net Operating Revenues are derived and that are used as security for the Loan will not constitute taxes that are limited by Section 11b, Article XI of the Oregon Constitution.

The opinions expressed herein are solely for your benefit in connection with the above referenced loan and may not be relied upon in any manner for any other purpose by any other person or entity.

Respectfully yours,

Steven E. Rich
City Attorney

SER/hs
cc OCM/Public Works



Steven E. Rich
City Attorney
169 S.W. Coast Hwy.
Newport, OR 97365
s.rich@newportoregon.gov
541-574-0607

March 1, 2016

Clean Water State Revolving Fund Loan Program
Water Quality Division
Department of Environmental Quality
811 S.W. Sixth Avenue
Portland, OR 97204-1390

RE: \$4,128,454 Revenue Secured Loan Revolving Fund Loan Agreement No.
R68935

Dear Sir/Madam:

As City Attorney for the City of Newport, I have acted as legal counsel to the City in connection with the referenced matter.

I have examined a copy of the Loan Agreement referenced above and have reviewed the City of Newport Resolution adopted in connection with same. On questions of material fact, I have relied upon representations of City staff without undertaking to verify the same by independent investigation.

On the basis of the foregoing, I am of the legal opinion that:

1. The City of Newport is a municipality duly authorized and validly existing under the law of Oregon with the power and authority to execute and deliver and perform its obligations under the Loan Agreement referenced above.
2. This Agreement has been duly executed and acknowledged where necessary by the City's authorized representative, all required City approvals have been obtained, and all other necessary City actions have been taken so that the Loan Agreement, when it is also signed by DEQ's authorized representative, will be valid, binding and enforceable against the City in accordance with its terms, except as such enforcement is affected by bankruptcy, insolvency, moratorium, or other laws affecting creditors' rights generally.
3. To my knowledge, the Loan Agreement does not violate any other agreement, statute, court order, or law to which the City is a party or by which it or any of its property or assets is bound.
4. The Gross Revenues from which the Net Operating Revenues are derived and that are used as security for the Loan will not constitute taxes that are limited by Section 11b, Article XI of the Oregon Constitution.

The opinions expressed herein are solely for your benefit in connection with the above referenced loan and may not be relied upon in any manner for any other purpose by any other person or entity.

Respectfully yours,

Steven E. Rich
City Attorney

SER/hs
cc OCM/Public Works

CITY MANAGER'S REPORT AND RECOMMENDATION



Agenda #:8.B.
Meeting Date: 3-7-16

Agenda Item: Possible Action Regarding the Location of the 2016 Farmer's Market

Background:

The Farmer's Market has operated at various locations in the City of Newport over the years. The Market brings in a significant amount of people to purchase fresh foods, art and crafts produced in the region. For a number of years, the Farmer's Market was held on SW Angle Street immediately south of City Hall and on the grounds of City Hall. In 2015, the Market was shifted to the west side of US 101 to Angle/Second Streets running between 101 and Nye Street. While there was some resistance from the Farmer's Market making this move, the site proved to be a good site from the Farmer's Market perspective. Through the course of the Saturday events the city did receive a number of complaints from business owners in the immediate proximity of the Farmer's Market primarily due to problems with parking and congestion that impacted their business on Saturdays. In order to try to address those issues, the city assisted the Farmer's Market with parking signage and required that the Farmer's Market man the parking lot at Big 5 and the Antique Mall in order to endure adequate parking for their customers. The city was a recipient of complaints throughout the Farmer's Market season indicating that the Farmer's Market had a negative impact on the Antique Mall. Furthermore, Newport Pawn also indicated that they experience a significant reduction of sales during the Farmer's Market hours and had difficulty accessing the back of their store during the Farmer's Market hours. On February 7th 2016, Strip Mall Owner Bret Fox indicated that the Farmer's Market was disruptive for the businesses that are housed in the strip mall he has developed. This particularly effected the Antique Mall and Big 5 but he indicated that he had complaints through the season from Napa, the Dollar Store, and others. Bret Fox indicated that he pays significant property taxes for valuable property on 101 and that the Farmer's Market is having a negative impact on his property. Furthermore, Peggy Sabanskas indicated that they pay significant rent for their business to be located at its current location. She indicated that she did not believe it was fair to the businesses paying substantial leases and property taxes to be negatively impacted by the Farmer's Market which pays no fees or taxes to the city. Bret Fox indicated that the Market Should be moved West, perhaps on Nye Street between Second and Olive. He indicated that he would participate financially in signage for the Farmer's Market if it were moved to the west of its current location.

We have had a number of conversation with County Administrator Wayne Belmont regarding other options for the Farmer's Market in the same general area. The use of Nye Street is problematic from the County Jail standpoint as well as from the US Post Office standpoint since all of their vehicles that utilize the back parking lot are required to use Nye Street. Wayne Belmont offered the Fair Grounds on a year round basis for the Farmer's Market as an alternative. There would be an effort to tie in the County Fair the Farmer's Market on that day when both events are going on at the same location. The Farmer's Market representatives were concerned about trying to operate the Farmer's Market in the grassy area of the fairgrounds since many of their customers are older and require an even surface to walk on. There was an inquiry about the utilization of NE Harney Street between NE Third and Seventh for the Farmer's Market this could

be a possibility. Since the February 7 meeting, the Farmer's Market has looked at two other alternative locations. The first would be utilizing SW Lee Street from 101 to Seventh Street and Seventh Street up to the bank exit drive. Farmer's Market personnel have spoken to various property owners regarding this option and have not received any objections from the owners that would be impacted by the closure. This concept was circulated to city staff and from a Police, Fire, and Public Works standpoint there was concern about closing SW Seventh Street which serves as a secondary route for local drivers avoiding the 101 corridor. Emergency vehicles use this route regularly.

This information was shared with the Farmer's Market who then explored a third option of closing SW Second Street between Nye Street and Lee Street as well as Lee Street between SW Second and Seventh and then utilizing the private parking lot located just to the south between Seventh and SW Second Street. I did discuss this with the Post Office who indicated that they would not object to the closure of SW Second Street at this location. Farmer's Market had talked with the other property owners that would be impacted by this closure however on further review by the Farmers Market Committee they have determined that this location would not be feasible due to the disconnected segments and some of the slopes that costumers of the Farmer's Market would need to navigate at this location. The Farmer's Market has indicated to me that the only two viable options they see are the 2015 location or the alternate of closing Seventh Street and utilizing Lee Street from 101 to Second.

Please note that at a staff level we have also suggested to the Farmer's Market the option of Lee Street between and east of 101 and SW Ninth Street plus utilizing the parking lot off of Lee Street owned by Western Title. Farmer's Market did take a look at this option but there are a couple of Businesses that front Lee Street that could be seriously impacted by this configuration. Furthermore, it places available parking at a greater distance from the Farmer's Market than what would be available with the other two options.

I have prepared an analysis of the various sites that have been discussed for the Farmer's Market for you review.

	SITE	PARKING	VISIBILITY FROM 101	CONFLICTS WITH BUSINESSES	CONFLICTS WITH TRAFFIC
1	2015 Site	Good	Excellent	Existing Complaints	Manageable
2	Nye Street (2 nd to Olive	Good	Poor	Objections P.O./ County	Concerns with Closure of Nye
3	Lee/7 th (west of 101)	Good	Good	None Known	Concerns with Closure of 7th
4	Lee/Parking Lot (east of 101)	Limited	Good	Possibly Significant	Manageable
5	2 nd /Lee/Private Lot (west of 7 th)	Good	Fair	None Known	Manageable
6	NE Harney	Good	None	None Known	Manageable

Site Description: (Also see attached map)

1. NW Angle/Second Street west of U.S. 101 to Nye.
2. NW Nye Street from US Post Office driveway to Olive.
3. NW Lee Street west of U.S. 101 (and west of the bank driveway) to Second Street and Seventh Street from the bank driveway through Lee Street.
4. NW Lee Street east of U.S. 101 to Ninth Street and using the Western Title Parking Lot off Lee Street.
5. NW Second Street from Nye to Lee, Lee between Second and Seventh and the private parking lot located to the south.
6. NE Harney Street between Third and Seventh.

Mary Young LCSFA Board President has indicated that the only two options that would really work for them within the City Center Area would either be Angle/Second Street which was utilized in 2015 or Lee Street with the closure of Seventh Street from 101 west to Second Street.

After reviewing all of the options and considering the various factors in this decision. I would recommend that the Council consider the use of Lee Street with the closure of Seventh as the best option to minimize conflicts with existing businesses and to provide a reasonable location for the Farmer's Market in the City Center area. While this location would create some traffic issues on Saturday mornings, I believe that individuals and vehicles will be able to reroute themselves around this closure of Seventh Street at this

location. While I certainly understand the inconvenience that the closure of Seventh Street to some local traffic on Saturday mornings, it is my opinion that this is less of a concern than the complaints from business owners that the Farmer's Market is creating an economic hardship on business in the immediate vicinity of 101 and Second Street.

Attached please find a letter and petitions supporting the Farmer's Market remaining on Second Street and Angle Streets.

Recommendation:

I recommend that the City Council consider the following motion:

I move to authorize the closure of SW Lee Street from U.S. 101 west to Second Street and Seventh Street from Lee Street to the bank driveway for the 2016 Farmer's Market.

Fiscal Effects:

We will need to discuss the responsibility of barricades and other issues for this location since there will be some additional signage required for this configuration with the Farmer's Market. There may be some shared cost for barricades. The city does not receive any revenue from the Farmer's Market for the use of the city streets.

Alternatives:

One of the other sites that was analyzed during these discussions or as suggested by the City Council.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "S. Nebel", is written over a faint, light-colored circular stamp or watermark.

Spencer R. Nebel
City Manager



City of Newport
Engineering Department
 169 SW Coast Highway Phone: 541-574-3366
 Newport, OR 97365

Farmers Market Options



This map is for informational use only and is not suitable for legal, engineering or other purposes. It includes data from multiple sources. The City of Newport assumes no responsibility for its use and users of this map are cautioned to verify all information with the City of Newport Engineering Department.

Notes: [Hatched box symbol]

Part of 3 and 5

Spencer Nebel

From: Mary Young <whimsyartglass@hotmail.com>
Sent: Wednesday, March 02, 2016 8:12 AM
To: Spencer Nebel; Katie McNeil; Kurt Gehlken; Peggy Hawker
Subject: RE: Market Site 2016

Spencer:

A delegation of board members physically inspected the proposed site last week and have rejected this as an option.

We found that this proposed site would not be: safe for customers and vendors, ADA compliant, or large enough to house our entire market.

Ultimately we feel that this will not solve the complaints that have been brought up by local businesses and would be a compromise that would have a negative impact on the market and our customers.

We respectfully ask that the city consider our application as written for Angle and 2nd Street again or give us access to the whole of Lee Street from 101 to 2nd Street. We have found no other option that keeps us in central Newport.

Best Regards,

Mary Young
 LCSFA Board President

From: S.Nebel@NewportOregon.gov
To: katie@pacificsourdough.com
CC: P.Hawker@NewportOregon.gov; kurtg55@hotmail.com; whimsyartglass@hotmail.com;
 C.Breves@NewportOregon.gov
Subject: RE: Market Site 2016
Date: Wed, 2 Mar 2016 06:07:45 +0000

Katie, Mary and Kurt:

I have reviewed the alternate location for the Farmers Market using 2nd, Lee and the private parking lot (as outlined with the dark green on the map) both internally and with the US Post Office. You have indicated that you have talked to all the other property owners bordering these roads. The Post Office is supportive of the the closure of 2nd that runs next to their customer lot for the Farmers Market as long as their parking is protected. If 7th remains open they are not concerned with closing the intersection of 2nd and Lee, although that would be problematic from a signing standpoint. If this plan works for you, I will forward a recommendation to this effect to the Council for the March 7th Council meeting. Please let me know if we are all on the same page regarding this alternate location.

Spencer R. Nebel

City Manager
 City of Newport, Oregon 97365

Newport City Council Members,

March 2, 2016

In the absence of a decision we ask that the council approve the permit application to hold the 2016 Summer Season Newport Farmers Market on Angle Street west of Highway 101 and on 2nd Street west from the closed portion north of the clock park to the intersection of Nye Street. We are running out of time to plan for our outdoor market season.

The Farmers Market organizers are aware of complaints by two local business owners and the property owner of the parcel adjacent to the proposed market sight to the north. While these complaints claim business interruption and parking congestion there has been no proof that these issues are directly caused by the operation of the Farmer Market for 5 hours each Saturday, 6 months of the year.

The Farmers Market is contained to the area of the permit request and does not infringe on the private property of these businesses.

The Farmers Market provides ample parking for its customers at the County Courthouse (170 spaces), as well as signage and maps directing traffic to those parking areas and will contract with a professional security agency to provide a uniformed parking monitor to prevent market shoppers from using the adjacent business parking.

The Farmers Market will also erect temporary fencing to deter pedestrian traffic from crossing into the market from the above mentioned parking area.

We feel these measures are sufficient to mitigate any parking issues perceived by the adjacent business owners.

The Newport Farmers Market has been in continuous operation for 38 years and provides a community event that attracts an average of 2000 people each Saturday. The direct market sales exceed 1 million dollars a year and most of that money stays in Lincoln County providing jobs for people who pay taxes. Having a Farmers Market in the center of town provides access to fresh foods, creates a place for the community to gather and shop, and incubates small businesses. This contributes to the livability of the neighborhoods in the City. The Market is also an event that attracts travelers to stop and enjoy Newport.

The Lincoln County Small Farmers Association is the organizing entity of the Newport Farmers Market but the Market is comprised of, and for, the people of Newport and Lincoln County. This is the community's Market and benefits all of us.

We hope you will consider the good of the whole when determining if our permit request will be granted.

Respectfully,

The Board of Directors, Lincoln County Small Farmers Association

Mary Young, President

Kurt Gehlken, Vice President

Linda Cline, Treasurer

Alana Williams, Secretary

Board Members:

Sarah Booth

Della Gonzalez

Jennifer Ingram

Katie McNeil

Amy Pattison

Renee Roberts

Laurie Sanders

Angela Wartes-Kahl

1/25/15

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME

SIGNATURE

ADDRESS OR
EMAIL ADDRESS

COMMENT

1 Karen Bortes Karen Bortes 718 Quanaugh Ct. Florence

2 Brenda Trotter Brenda Trotter 6355W Case St Newport

3 Sharon Baugh Sharon Baugh P.O Box 625 South Beach OR

4 Angel Jimenez Angel Jimenez rilanzel@yahoo.com Newport

5 Jennifer Ingram J.L. 2226 NW Inlet Ave, LC

6 Howard O'Connell General Delivery Newport OR

7 Sarah Walk shrub@actionnet.net

8 Chew Hamor 2207 S Beaver Creek Sed route 9-372

9 Mary Ryckman POB 135, Toledo

10 Amy Fattori 241 NE 10th Court Newport, OR 97365

City Council Packet for March 7, 2016

(1)

12/5/15

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1 Eve Gilroy	<i>Eve Gilroy</i>	3700 W Hwy 101 #2 Depoe Bay Or, 97388	
2 Christine Sherman	<i>Christine Sherman</i>	Frankenthreads@gmail.com	
3 Steve Stark		Steve 55 Bees @ Gmail	
4 Jana Murphy	<i>Jana Murphy</i>	326 N Charmwood Ln Otis OR	
5 Gretchen Wenzel		" " Toledo OR 97368	
6 William Foster	<i>William Foster</i>	645 S.E. 2nd St Toledo, OR 97391	
7 Jon Holbrook	<i>Jon Holbrook</i>	405 N. Scenic Ln Newport, OR 97391	I like the new location
8 MAGGIE SOMMER	<i>Maggie Sommer</i>	ngolightly_1@hotmail.com	
9 Sam + Ruth Balen		PO BOX 2307 Waldport. 97394	
10 Sally Carr		PO Box 262 Newport. 97365	

City Council Packet for March 7, 2016

(2)

PETITION

12/5/15

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1 Mabel Maskey	<i>Mabel Maskey</i>	1000 SW Angle Newport OR 97365	Best location - lots of parking - convenient to everything - close to parking light to get across street
2 Adam Galen	<i>Adam Galen</i>	9676 SE Birch St South Beach 97366	
3 Beverly Smith	<i>Beverly Smith</i>	833 SW 13 th Newport 97365	
4 Mary Speth	<i>Mary Speth</i>	211 LARKSPUR, Lebanon 97355	
5 Sharon Parker	<i>Sharon Parker</i>	PO Box 631 Gleneden Beach OR 97388	
6 Martha Winsor	<i>Martha Winsor</i>	28 NW High St. Newport OR 97365	
Ben Fox	<i>BEN FOX</i>	18 NW High St. Newport OR 97365	
7 Ted DeWitt	<i>Ted DeWitt</i>	13994 NW Kona St, Seal Rock, OR 97376	
8 Mary Jo Hunter	<i>Mary Jo Hunter</i>	13960 NW Kona St Seal Rock OR 97376	
9 Raymond Lee Hunter	<i>Raymond Lee Hunter</i>	13960 NW KONA ST SEAL ROCK OR 97376	
10 KARIN ELLISON		9272 NW Egret St Seal Rock OR 97376	

City Council Packet for March 7, 2016

(3)

12/5/15

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME

SIGNATURE

ADDRESS OR
EMAIL ADDRESS

COMMENT

1 BRENDAN Carmody *Brendan Carmody* *carmody3261@msn.com*

2 Beth Prinz *Beth Prinz* *PRINZLaw2@gmail.com*

3 Judy Bateman *Judy Bateman*

4 Charles Hurty *CHURTY* *cahvet@aol.com*

5 Janna Pijoan *Janna Pijoan* *jannastance@gmail.com*

6 Erica Leaton *Erica Leaton* *ericaleaton@gmail.com*

7 Margaret Moline *Margaret Moline* *mme moline@gmail.com*

8 ISAAC Ramirez *Isaac Ramirez* *izx7thior@hotmail.com*

9 Tevesa Mitchell *Tevesa Mitchell* *Googa54;TM@gmail.com*

10 D Train *Newport, OR* *love the market!*

City Council Packet for March 7, 2016

(14)

12/5/15

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME

SIGNATURE

ADDRESS OR
EMAIL ADDRESS

COMMENT

1	Pete Lawson	Pete Lawson	1206 SW Abbey, Npt	Parking issues ought to be solved!
---	-------------	-------------	--------------------	------------------------------------

2	Tiffany Kosydar	Tiffany Kosydar	tiffkosy@yahoo.com	Great location!
---	-----------------	-----------------	--------------------	-----------------

3	Patti Thorsen	Patti Thorsen	Grandma62@hotmail.com	Nice Location
---	---------------	---------------	-----------------------	---------------

4	ANNA TOALSON	Anna Toalson	1008 SW Angle Newport	nice location
---	--------------	--------------	-----------------------	---------------

5	Bonnie Dodge	Bonnie Dodge		South Beach convenient
---	--------------	--------------	--	------------------------

6	Bonnie Pazdalski	BONNIE PAZDALSKI	985 NW Lanai, Sea Rock	Parking great
---	------------------	------------------	------------------------	---------------

7	Walt Pazdalski	WALTER PAZDALSKI	985 NW Lanai Loop Sea Rock	Great Location
---	----------------	------------------	----------------------------	----------------

8	PATRICIA CRISP	Patricia Crisp	866 SE VISTA DR NPT	Please Stay
---	----------------	----------------	---------------------	-------------

9	Cathy Grimm	Cathy Grimm	7381 N. Coast Hwy, Npt	"
---	-------------	-------------	------------------------	---

10	Roy Filby	Roy Filby	7381 N. Coast Hwy Npt	Stay!!
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City Council Packet for March 7, 2016

(5)

12/5/15

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME

SIGNATURE

ADDRESS OR
EMAIL ADDRESS

COMMENT

1	DL Stoppon	[Signature]	PO Box 1152 Glenden Beach, OR 97388	
2	Jane Stramper	[Signature]	P.O. Box 1152 Glenden Beach, OR 97388	
3	Earon Kelly	[Signature]	207 E. Granton Toledo OR 97391	
4	Richard Kennedy	[Signature]	415 W. Olive St. 97365	
5	Kristine Cooper	[Signature]	558 N.E. 3 rd St. Npt, OR 97365	
6	Chuck Coogan	[Signature]	558 N.E. 3 rd St Npt, or 97365	
7	ESTHER CALL	[Signature]	929 SW ALDER ST. NEWPORT, OR 97365	
8	THAD CALL	[Signature]	929 SW ALDER ST. NEWPORT, OR 97365	
9	Mark Pullen	[Signature]	P.O. Box 746 Yacharts, OR 97498	
10	Amanda Reed	[Signature]	PO Box 11652 Newport OR 97365	

City Council Packet for March 7, 2016

[Signature]

12/5/15

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1 LARRY TAPANEK	<i>Larry Tapanek</i>	lgapane1@yahoo.com	leave location
2 STEVE	<i>Paul Stevens</i>	P.O. BOX 1548	Profitable location
3 Chris Boyle	<i>Chris Boyle</i>	magnubusiness@gmail.com	
4 SERINA ADAMS	<i>Serina Adams</i>	5535 NE LUCKY GAP ST.	
5 JOE HARRINGTON	<i>Joe Harrington</i>	233 NW GILBERT	
6 Martha Ekelman	<i>Martha Ekelman</i>	233 SE Penter Lane	
7 WONGU EMBARTLE	<i>Wongu Embartle</i>	11460 NW Thompson	leave it here
8 MARU WALLACE	<i>Maru Wallace</i>	NEWPORT	LEAVE IT!
9 Liza Hill	<i>Liza Hill</i>	6740 Gladys Ave Oyster Rock	leave it
10 HERBERT LEE JENNINGS 2	<i>Herbert Lee Jennings</i>	CONTACT OCEANVIEW COFFEE, COM	

City Council Packet for March 7, 2016

(7)

1215115

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

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PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1 Kurt Gohlke	<i>Kurt Gohlke</i>	147 NE 100th Dr Newport	
2 Elizabeth Young	<i>Elizabeth Young</i>	POB 1535 Newport	
3 JAMES NEAL	<i>James Neal</i>	609 OJalk Rd, Siletz	
4 Patricia Neal	<i>Patricia Neal</i>	" "	
5 Wade	<i>Wade Mettler</i>	5430 NW Meander Newport	
6 Bill Kosialko	<i>Bill Kosialko</i>	PO Box 105 Seal Rock 97376	
7 Sully Smith Belmont	<i>Sully Smith Belmont</i>	P.O. Box 1965 Newport OR 97365	
8 Mary Beth Rew	<i>Mary Beth Rew</i>	PO BOX 846 Toledo	
9 Moe Snyder	<i>Moe Snyder</i>	PO Box 120, Seal Rock	Please !!
10 KENNETH WARNER	<i>Kenneth Warner</i>	2220 NW PINECREST WAY, WALDEPORT	

City Council Packet for March 7, 2016

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12/5/15

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

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PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1 Kimi Pollett	<i>K Pollett</i>	PBJfields@yahoo.com	The current location is easy to access, and draws attention to other local businesses!
2 Annie Tarr	<i>Annie Tarr</i>	annietarr@gmail.com	Keep the current location!
3 Cami Black	<i>Cami Black</i>	bblack@peak.org	GREAT PARKING ACCESS FROM THE POST OFFICE!
4 Nancy McDowell	<i>Nancy McDowell</i>	carverRanch@gmail.com	Keep current location/great access, parking and visibility from 101
5 Thomas Leaton	<i>Thomas Leaton</i>	4131 HWY 20 TOLEDO OR	Family depends on central market location!
6 Sierra Sanger	<i>Sierra Sanger</i>	JAdaughter@gmail.com	with crazy coastal weather all year, indoors can draw a crowd when people don't want to be outside
7 E Jones / Della Gonzalez	<i>E Jones / Della Gonzalez</i>	clabgreen@yahoo.com	Great location
8 ANN NICHOLSON	<i>Ann Nicholson</i>	ANN.NICHOLSON123@YAHOO.COM	NO COMMENT
9 Mark Chavez	<i>Mark Chavez</i>	Busterstreets@live.com	Current location is better than the last site across the street. Better parking and safer access for public.
10 Ruth Zimmer	<i>Ruth Zimmer</i>	ruththedane@hotmail.com	The market depends on access, visibility and parking. Current location is PERFECT!

City Council Packet for March 7, 2016

PETITION

12/5/15

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1 KATHLEEN STANLEY	<i>Kathleen Stanley</i>	KATHLEEN703@hotmail.com	ZIP 97392
2 Emily Wilson	<i>Emily Wilson</i>	violabmi@aol.com	
3 M. O. Dobby	<i>M. O. Dobby</i>	MARG1143@gmail.com	916/916-2157
4 PATRICIA LEWIS	<i>Patricia Lewis</i>	PO Box 675 South Beach OR 97366	Best place ever!!
5 Ashley Stewart	<i>Ashley Stewart</i>	astewart743@gmail.com	
6 Robin Karnes	<i>Robin Karnes</i>	P.O. Box 1754, Newport, OR	
7 J. MENGARELLI	<i>J. Mengarelli</i>	1067 MORNING WALK DEPOE BAY 97341-	
8 K. Peck	<i>K. Peck</i>	345 SE 2nd Newport	
9 Tom Peck	<i>Tom Peck</i>	345 SE 2 ND ST. NEWPORT	
10 JEANNE BISHOP	<i>Jeanne Bishop</i>	PO Box 1830, NEWPORT	
Linda Mackoon	<i>Linda Mackoon</i>	77 SE Yaquina View Newport	

City Council Packet for March 7, 2016

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12/5/15

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

091

PRINTED NAME

SIGNATURE

ADDRESS OR
EMAIL ADDRESS

COMMENT

PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1 Judith Clark-Vol	<i>Judith Clark-Vol</i>	dogmthree@me.com	good spot
2 Janet Webster	<i>Janet Webster</i>	janet.webster@charter.net	
3 Perry Adams	<i>Perry Adams</i>	adamsdc@hotmail.com	
4 Heidi Rogers	<i>Heidi Rogers</i>	heidirogers@gmail.com	
5 Dottie Tolson	<i>Dottie Tolson</i>	505 NE 71 ST ST	
6 Sean Bedell	<i>Sean Bedell</i>	seanbd11@gmail.com	
7 Debbie Harland	<i>Debbie Harland</i>	debbie@dharlandcpa.com	great spot
8 Nancy Bernhardt	<i>Nancy Bernhardt</i>	351 NE 35 th ST Newport OR	best spot
9 Anna Hays	<i>Anna Hays</i>	151 SW 56 th CT	
10 THOMAS U. WHIPP	<i>Thomas U. Whipp</i>	392 N W 3 RD ST #15 NEWPORT, OR	THE BEST LOCATION TO DATE

City Council Packet for March 7, 2016

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12/30/15

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

191

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME

SIGNATURE

ADDRESS OR
EMAIL ADDRESS

COMMENT

1 Larry Kipperson Larry Kipperson 654 NW Hwy Newport

2 Letitia R. Epperson Letitia Epperson 654 NW Hwy Newport

3 John Legeman John Legeman 945 SW 7th Street Newport

4 Sachiko Otsuki 4360 SE Fleming St. S.B.
~~2416 NW Edenvue Way~~

5 Reg Greenwood Reg Greenwood 2416 NW Edenvue Way
Newport

6 LOIS GREENWOOD Lois Greenwood 3416 NW EDENVUE
NEWPORT

7 Olat Sweetman Olat Sweetman 214 NE 54th St.
Newport, OR 97365

8 Roger Koenekamp Roger Koenekamp 389 W. OLIVE ST
NEWPORT

9 Fatimah Abdulllah f.abdulllah2468@gmail.com

10 Moree Masan mykrrthegurr3@gmail.com

Good spot
Successful Event!
Keep it here!!!

Great place for
the market.

The Best Spot
to DATE!

Good luck :-)

City Council Packet for March 7, 2016

(12)

12/5/15

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

151

PRINTED NAME

SIGNATURE

ADDRESS OR
EMAIL ADDRESS

COMMENT

1

Jenifer Wilcox

nutmeg@peak.org

2

Holly Forrest

gnrfora@charter.net

3

Richard Lemarson

brilraven@gmail.com

4

Kevin Kemper

kevkemper@gmail.com

5

Linda Annelle

2755 W Beaver-Like Rd.

6

Bev Wynn

bevewyn@beavercreekmurphy.com

7

Bonnie Leigh

bleigh098@gmail.com

8

Dennis Meredith

dennis.jmeredith@gmail.com

9

Kayo Kinoshita

10

Sam Brown

Gill COOLIDGE VACWATS97498

City Council Packet for March 7, 2016

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12/5/15

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME

SIGNATURE

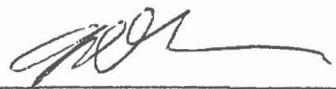
ADDRESS OR
EMAIL ADDRESS

COMMENT

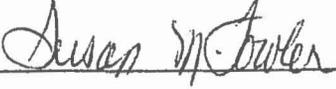
1 Andrea Michalewsky  4548 Siletz Hwy 27367

2 Penny Lengwerner 210 NW 20th, Newport

3 Cecilia Crane POB 185 Siletz

4 KELLY BARKER  546 SW 4th Newport OR

5 Christopher Lorian  1112 SW Hubert #3 Newport, OR
suefowler@charter.net

6 Susan Fowler 

7 Cindy Thomas Cindy Thomas 135 NE 10th St. Toledo OR

8 Roland Woodcock  105 NW 45th #2 Newport

9 Sue Ellen Ferris  757 NW Coast Newport

10 Cait Goodwin  2316 NE Douglas Newport

Denise TAQUINO Denise Taquino P.O. Box 21171 Newport

City Council Packet for March 7, 2016



12/5/15

PETITION

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We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME

SIGNATURE

ADDRESS OR
EMAIL ADDRESS

COMMENT

1

Amy Williams *Amy Williams* amylee943@gmail.com

2

JANA WESTHUSIA *Jana Westhusia* sbdesign@earthnet.net

3

Mary Jo Higgins *Mary Jo Higgins* mhiggins@earthnet.net

4

RUTH GRAY *Ruth Gray* 541-265-4567 Absolutely!!!

5

LISA FIELDS *Lisa Fields* P.O. Box 1951
Newport, OR 97365

6

Laure Sanders *Laure Sanders* lsanders222@gmail.com

7

John Eveland *John Eveland* johneveland@comcast.net

8

VANEI GILLAN *Vanei Gillan* 202 Hudson Loop Toledo 97391

9

Kristina McCann *Kristina McCann* 408 SE 35th St. South Beach, OR 97366

10

Kalut Romine *Kalut Romine* 143 SW. Ciff St. Newport OR 97365

City Council Packet for March 7, 2016

(15)

12/5/15

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME

SIGNATURE

ADDRESS OR
EMAIL ADDRESS

COMMENT

1	CAROL OWENS	Carol Owens	owens@actionnet.net	also bring people fall Newport
---	-------------	-------------	---------------------	--------------------------------------

2	DENNISE JONES	Dennise Jones	225 NE 3rd	should bring them more biz
---	---------------	--------------------------	------------	-------------------------------

3	MALCOLM ZIRGES	Malcolm H. Zirges	7332 SW SURFLAND ST, SOUTH BEACH, OR 97366	
---	----------------	-------------------	--	--

4	Gloria Zirges	Gloria M. Zirges	7332 SW Surfland St. South Beach OR 97366	
---	---------------	------------------	---	--

5	Tommy Steeber	Tommy Steeber	jsteeber@peak.org	F. Market spurs business!
---	---------------	---------------	-------------------	------------------------------

6	Judy Flaskerud	Judy Flaskerud		Longview, WA
---	----------------	----------------	--	--------------

7	Nancy Courtney	Nancy Courtney		nanci_courtney@hotmail.com
8	Steve Carr	Steve Carr		rc12rtplot@gmail.com

9	Miccia Heenander	Miccia Heenander		aliciaheenander@yahoo.com
---	------------------	------------------	--	---------------------------

10	Mark	Mark		tru1otions@aol.com
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City Council Packet for March 7, 2016

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1215/15

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

991

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1	Rebekah Bellon	528 NE 10TH Newport, OR	Keep IT!
2	Diane Pinkerton	923 SE Bay Blvd #5 - Newport, OR	"
3	Kent A. Kroneman	253 20 E 2nd St Newport, OR 97365	
4	ERIN EARLEY	erinjearley@gmail.com	
5	DOUDA FEGARTY	P.O. Box 1165 Newport OR 97365	
6	Debby Miller	PO Box 827 Newport, OR 97365	
7	Beverly Peters	P.O. Box 2081 Newport, OR 97365	
8	Tim Peters	P.O. Box 2081 Newport OR 97365	
9	MARILYN MILLER	PO BOX 504 South Beach 97366	
10	Aymee Romines	143 SW cliff Newport OR 97365	

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(17)

PETITION

12/5/15

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To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1	Madeleine	Elizabeth Elizabeth	Site is great, much way better than before
2	Jodi Warner	Jodi Warner	titan92484@yahoo.com
3	Ken Kohlmeier	Ken Kohlmeier	1223 SW A Box St Newport OR 97365
4	Uyla Jebousik	Uyla Jebousik	weekly economic posts
5	Gretchen Schneider	Gretchen Schneider	gretchen1111@gmail.com
6	Derryann Olson	Derryann Olson	230 San Bay - O Cin
7	Robert Olson	Robert Olson	230 San Bay - O Hpt
8	George Gaze	George Gaze	525 E Ash st Lebanon OR
9	Patricia Holden	Patricia Holden	2005 View Ridge W. Waldport OR
10	Doug Holden	Doug Holden	Po Box 74 Seal Rock, OR

City Council Packet for March 7, 2016

(Handwritten mark)

PETITION

12/5/15

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1 O. Blue	<i>O. Blue</i>	P.O. Box 1710, Newport	
2 J. Quarles	<i>J. Quarles</i>	PO Box 443 Seal Rock	
3 Anthony Minzovic	<i>Anthony Minzovic</i>	301 Northwest Newport St.	
4 C. Williams	<i>C. Williams</i>	6350 NE Elgin Newport	
5 H. Matthew Galle	<i>H. Matthew Galle</i>	146 SW Brook St Newport	
6 LISA LEBRON	<i>Lisa Lebron</i>	146 SW Brook Newport	
7 Tom Shiffr	<i>Tom Shiffr</i>	225 SW 25th St. Newport	
8 Mary Ann Kemmer	<i>Mary Ann Kemmer</i>	110 SW Cormorant Depue Bay	
9 Susan Potter	<i>Susan Potter</i>	845 NW Merrick Ln, Corvallis	
10 Randy	<i>Randy</i>	845 NW Merrick Ln Corvallis	

City Council Packet for March 7, 2016

PETITION

12/5/15

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
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PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1. Scott Briejal		162 SW 82-051 Seaside Beach, Or 97366	Support LOCAL economy!
2. eli		eli.jones900@gmail.com	Keep it where there ate
3. L. Susan Andersen		susanandersend@msn.com	Best Location yet!
4.		SAMJOHNVALENTI@gmail.com	Good spot
5. Kimberly Jones		kimmibabebeck@gmail.com	GREAT LOCATION
6. Olga Auster		205 SW 11th St Newport OR 97365	Excellent location
7. Kathy Garner		2782 NW Pacific Pl Newport OR 97365	Really like this location
8. HAZEL LEVINE		1902 NWNYE, NEWPORT	YES!!!
9. Janice Grayk		475 SE 35th St. D-20 South Beach	Support local economy
10. Annic Hayward		207 NE 8th St Newport OR	yes

City Council Packet for March 7, 2016

PETITION

12/5/15

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

091

We the undersigned support keeping the Newport Farmers Market summer market at the current location on W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1 Lorenne Preston	<i>Lorenne Preston</i>	135 NE 54th St Newport, OR 97365	Good location
2 Devise Doerfler	<i>Devise Doerfler</i>	Newport	This is the <u>best</u> spot
3 Ken Doerfler Jr.	<i>Ken Doerfler Jr.</i>	"	Perfect Spot for Access & Parking
4 Marey Manceur	<i>Marey Manceur</i>	Waldport	Great spot - parking is perfect
5 Margaret Kiser	<i>Margaret Kiser</i>	Waldport	Central and good exposure for merchants nearby
6 CLARE PAUL	<i>Clare Paul</i>	Yachats	Good location
7 Paula Dahl	<i>Paula Dahl</i>	Toledo	Good location
8 Pam Spence	<i>Pam Spence</i>	313 NW 59th St Newport Oreg	Easy to get to / Like the location
9 Olga Thant	<i>Olga Thant</i>	Depoe Bay, OR.	Like location & convenience
10 ERIC CLINE	<i>ERIC CLINE</i>	NEWPORT	THIS LOCATION / TERRIFIC.

City Council Packet for March 7, 2016

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PETITION

12/5/15

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
Linda Cline	<i>Linda Cline</i>	beadchicks@yahoo.com	Perfect spot for all customers who need ADA compliant spots
1 Gerry Barrett	<i>Gerry Barrett</i>	517 SW Hurbert St Newport	
2 Diane Butler	<i>Diane Butler</i>	PO Box 622 Newport	Keep the original spot
3 Dawn Mentzer	<i>Dawn Mentzer</i>	P.O. Box 263 Seal Rock	Like ^{highlighted} cross walk
4 Cindy Carstm	<i>Cindy Carstm</i>	P.O. 524 Waldport	perfect location
5 SHEILA SHERRETT	<i>Sheila Sherrett</i>	957 SW WAKONDA BEACH WALDPOR	EXCELLENT LOCATION WALDPOR
6 MT SHERRETT	<i>M T Sherrett</i>	957 SW WAKONDA BEACH	GREAT LOCATION
7	<i>Alice Voel</i>	300 Western Ave, Albany, Or. #73	
8 Linda Gail Voel	<i>Linda Gail Voel</i>	300 Western #73 Albany OR 97322	
9 Judy Eames	<i>Judy Eames</i>	840 NE Newport Hts Newport 97365	
10	<i>Kurt & Kroneman</i>	253 SE 2nd St Newport 97365	

City Council Packet for March 7, 2016

PETITION

12/5/15

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME

SIGNATURE

ADDRESS OR
EMAIL ADDRESS

COMMENT

1

BULLET

Bullet

9235 E. BAY BLVD, STE 36

Hesperon Sellen

2

Kjellsen

Peggy

perfect place

3

Steve W. Adams

Steve

NA

4

Jindati Doelter

Depoe Bay OR

"

5

6

7

8

9

10

City Council Packet for March 7, 2016

12/5/15

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

1691

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

	PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1	Susan Pilling	<i>Susan C. Pilling</i>	suspilling@gmail.com	visibility + access are important
2	Alan Schaffer	<i>Alan Schaffer</i>	13701 Alaka Dr. Seal Rock	
3	Desiree Morgan	<i>Desiree Morgan</i>	541 NE 3rd St Newport	
4	Maryann Bozza		maryboz@yahoo.com	
5				
6				
7				
8				
9				
10				

City Council Packet for March 7, 2016

(Handwritten mark)

12/5/15

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME

SIGNATURE

ADDRESS OR
EMAIL ADDRESS

COMMENT

1

Will Massie



Wwmassie@gmail.com

Great location!

2

Ari Wobbers



ariwobbers@gmail.com

Great location!

3

SHERY HARDING

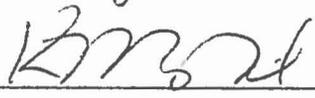


ladybugrugs@gmail.com

Fabulous location

4

KATIE McNEIL



Katie@Perf-i-soul.com

5

6

7

8

9

10

City Council Packet for March 7, 2016



PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME

SIGNATURE

ADDRESS OR
EMAIL ADDRESS

COMMENT

1

Eileen Flory *Eileen Flory* *etflory@peak.org*

2

SIGNE HIRD *Sigene Hird* *P.O. Box 502, Street 97380*

3

ELIZABETH *Jones Elizabeth Jones* *me@newport18@yahoo.com*

4

ARDIS LETEY *Ardis Letey* *aletey@peak.org*

5

LINDA Johns *Linda Johns* *15918 E Alsea, Tidenwater*

6

christian Hampton *XTINA JM @ Hot mail . com*

7

8

9

10

City Council Packet for March 7, 2016

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME

SIGNATURE

ADDRESS OR
EMAIL ADDRESS

COMMENT

¹ Pamela Crobar *Pamela Crobar* pcrobar@gmail.com

² JOAN SIMPSON *Joan Simpson* Depoe Bay

³ CARMEN BOJARSKI *Carmen Bojarski* cbojo@msn.com

⁴ CAROL A. CONSON *CA* cconson@peak.org

⁵ NORMA ELLIOTT *Norma Elliott* nellott5@charter.net

⁶ DEAN FAISON *Dean Faison* dean.faison@gmail.com

⁸

⁹

¹⁰

City Council Packet for March 7, 2016

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

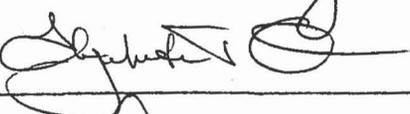
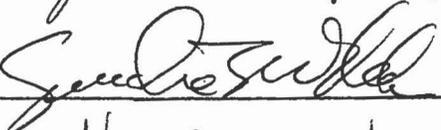
We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME

SIGNATURE

ADDRESS OR
EMAIL ADDRESS

COMMENT

1	Colleen Doyle	Colleen Doyle	Po Box 94, South Beach, 97366	Safe location Great location
2	Liz Olsen		2407 NW Pacific St NP 97365	Best Location
3	JEFF OLSEN		2407 NW Pacific St, Newport	Central & safe
4	Vicki Kalihner	vskalihner	vikalihner@gmail.com	Please! Great location
5	Julia Stalcup	Julia Stalcup	juliastalcup@hotmail.com	Safe Central location good for other local businesses
6	Sunshine Ked		355 SE Light Ave PO Box 397 Sletzt Seal Rock OR 97376	Keep current ^{Location} summer
7	Sharlei Malovoz	Sharlei Malovoz	871 S. Low Rd	Best Yet Locale
8				
9				
10				

Packet for Council March 7, 2016

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1 Jenni Potter	<i>Jenni Potter</i>	thepotters@gmx.com	So nice & convenient
2 Carolyn Taylor	<i>Carolyn Taylor</i>	rolandcarolyn@charter.net	wonderfully accessible
3 Carlene Jackson	<i>Carlene Marie Jackson</i>	cmjac3@hotmail.com	We Love our Sat Market
4 Susan Cole	<i>Susan Cole</i>	lcoesaer13@yahoo.com	Love the connection of the people & the market
5 Deb Rudel	<i>Deb Rudel</i>	rfshroom2@aol.com	Great Spot!
6 Barb Spangler	<i>Barbara Spangler</i>	spang@actionnet.net	Love the location
7 Matt Spangler	<i>Matt Spangler</i>	"	"
8 Sonya Louas	<i>Sonya Louas</i>	105 SW Hubbard St Npt	
9 IRENE DAW	<i>Irene Daw</i>	PO box 374, Newport Or 97365	Keep it there - Please
10 B & B DWGER	<i>B & B DWGER</i>	" " " "	" "

City Council Packet for March 7 2016

PETITION

To keep the summer Newport Farmers Market
at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
¹ MARY YOUNG	<i>Mary Young</i>	1205 SE 1st St Newport	Local Businesses are <u>all</u> important
² Jill Keck	<i>Jill Keck</i>	2365 NE Valley Ridge Dr Newport	I love our market!
³ MARY Lou Miller	<i>Mary Lou Miller</i>	117 SW 12th St NEWPORT, OR	love
⁴ Matt Watkins	<i>Matt Watkins</i>	matwat@msn.com	
⁵ Demone Heins		1380 SW Corona Ct #1	
⁶ Linda Montgomery		8247 Hwy 20 Toledo, 97391	
⁷ Rosemary Summer	<i>Rosemary Summer</i>	635 SW Case St. Newport, OR	love that location!!!
⁸ Steve Lovas	<i>Steve Lovas</i>	195 SW Herbert St	
⁹ RICK LETHBRER	<i>Rick Lethbrer</i>	303 NW 57TH ST	
¹⁰ PATI DEUSEU	<i>Pati Deuseu</i>	postona@gmail.com	Market isn't Location hurting 5

City Council Packet for March 7, 2016

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1 Guy S Simpson	<i>Guy S Simpson</i>	PO Box 1373 Depee Bay	
2 Jim Myers	<i>Jim Myers</i>	brachburn55@charter.net	
3 Laura Bohlander	<i>Laura Bohlander</i>	Lynbosky@aol.com	
4 Geratyn Erikson	<i>Geratyn Erikson</i>	sassier3@gmail.com	
5 Kam Papish	<i>Kam Papish</i>	mpapish@hotmail.com	
6 Dawn Harris	<i>Dawn Harris</i>	daiungraf@yahoo.com	
7 Erin Lynn Hawley	<i>Lynn Hawley</i>	hawleylynn@gmail.com	
8 Julia Young-Lonion	<i>Julia Young-Lonion</i>	juliayounglonion@yahoo.com	
9 Judith A Muller	<i>Judith A Muller</i>	2109 View Ridge Dr Waldport	
10 Mark Miz	<i>Mark Miz</i>	215 SW 6th Loop Newport	
	<i>Mary Lee Good</i>	215 SW 6th Loop St	

City Council Packet for March 7, 2016

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME

SIGNATURE

ADDRESS OR
EMAIL ADDRESS

COMMENT

1 Tom Edgar *[Signature]* *tedgar98@gmail.com*

2 Christina Cato *[Signature]* *236 SW 11th St
Newport OR 97365*

3 Doniz Pagan *[Signature]* *Newport* *Please keep in one place.*

4 Cathy *[Signature]* *Npt*

5 *[Signature]* *Newport*

6 Mary Heinen
[Signature] *npt.*

7 Michael Jakobsson *[Signature]* *Newport* *Please stay*

8 Cassandra Torgerson *[Signature]* *5th Brook St.
Newport* *The location is lovely!*

9 Reatha Ryan *[Signature]* *Newport* *great visible location*

10 *[Signature]* *TOWNS* *BEST!*

City Council Packet for March 7, 2016

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

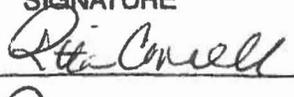
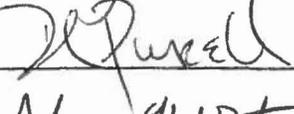
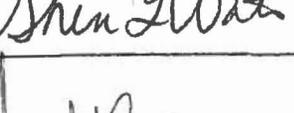
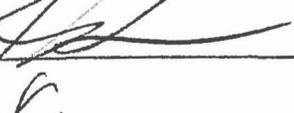
We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1 Kate Wilson	<i>Kate Wilson</i>	kateirrewilson	☺
2 Luke Mathers	<i>Luke Mathers</i>	mathersluke	✓!
3 CAROL MOREHEAD	<i>Carol Morehead</i>	PO Box 205 Creswell, OR 97426	
4 Gary Morehead	<i>Gary Morehead</i>	woodmarkoi@gmail.com	—
5 Kim Middlebrooks	<i>Kim Middlebrooks</i>	652 32nd Ave SE #16 Albany OR 97322	☺
6 Laura J Sales	<i>Laura J Sales</i>	LSales62@aol.com	☺
7 Steve Sales	<i>Steve Sales</i>	Snop92@aol.com	☺
8 SIANE HURD	<i>Siane Hurd</i>	P.O. Box 802, Siletz, 97380	
9 ALVIS BELL	<i>Alvis Bell</i>	60401 RESERVE JOSEPH 97846	
10 Jennifer Bell	<i>Jennifer Bell</i>	" " " "	
	<i>Diana Buckley</i>	Waldport OR	

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

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W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1 Rita Ralph Connel		ralphconnell@comcast.net	from Atlanta discovered market when driving by on 10 on previous visits
2 RALPH CONNELL		RALPHCONNELL@MS.COM	LIKE 101 LOCATION
3 Allie Mae Jeremiah		3. Monroe Parkway Lake Oswego	97031
4 Cory Watson		568 SE Benson Rd	Newport OR 97365
5 Doug Purcell		862 SE Crescent Pl	Newport OR 97365
6 Shannon Watson		568 SE Benson Rd	Newport OR 97365
7 Margaret Abranams		241 NE 10th Ct	NEWPORT OR 97365
8 Sandra Surber	SAUDRA SURBER	1341 NW NYE	NEWPORT OR 97365
9 Josh Wain		115 Midway Ln Waldport OR	
10 Suee Puseer		425 Sumner + Ridge Dr	The Dells, OR 97058
David Miller		3509 NW 3rd Ave (AMM'S, WA 98607	

City Council Packet for March 7, 2016

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
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PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
¹ GLORY TRUAX	<i>Glory Truax</i>	424 NW 21 st Place	Best place for it is where last yrs.
² Alan K. Roper	<i>Alan Roper</i>	16331 SW Bridle Hill Beaverton	'em enjoy it all time
³ Nancy Roper	<i>Nancy Roper</i>	16331 SW Bridle Hills Beaverton, OR	last year's location was the best
⁴ Sarah Black	<i>Sarah Black</i>	88 Pioneer Trail Toledo, OR 97391	last year worked well
⁵ AARON J. LARSON	<i>A.J. Larson</i>	larson.uj1991@gmail.com	BEST PLACE!
⁶ Tracee Larson	<i>Tracee Larson</i>		visiting
⁷ Carol Fiskel	<i>Carol Fiskel</i>	6988 SW Abalone St	LOCAL + love it
⁸ William Gostoy	<i>William Gostoy</i>	365 2nd St, Toledo, OR	
⁹ William Foster	<i>William Foster</i>		
⁹ Etan Shus	<i>Etan Shus</i>		
¹⁰ MICHAEL V. SMYTH	<i>Michael V. Smyth</i>	115 SE WHELESONG D.B.	Member (IL)

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME

SIGNATURE

ADDRESS OR
EMAIL ADDRESS

COMMENT

1

Ray Griffin

PO Box 820393
Vancouver WA 98682
PO Box 820393

2

Karla Griffin

Vancouver WA 98682

3

Amy Patterson

241 NE 10th Ave Newport OR 97365

4

Kelly Green

12384 SE PARADISE
SOUTH BEACH

5

Walter

PO Box 1242
Waldport OR 97394

6

Angel R. Jimenez

134 SW LEE ST
Newport, OR 97365

7

Thomas Archer

PO Box 865
Newport OR 97365

8

David Cooper

7552nd St. Newport OR 97365

9

Carol Willey

929 Ojala Rd. Siletz OR 97320

10

R. Spivey

PO Box 1077, Yachatz 97498.

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1	Roy Griffin	PO Box 820393 Vancouver WA 98682	
2	Karla Griffin	PO BOX 820393 Vancouver WA 98682	
3	Amy Patterson	241 NE 10th Court Newport, OR 97365	
4	Kelly Green	12384 S/E PARADISE SOUTH BEACH	
5	Nathan Baggett	PO Box 1242 Waldport OR 97394	
6	Angel R. Jimenez	134 SW LEE ST Newport, OR 97365	
7	Thomas Arndt	PO Box 865 Newport, OR 97365	
8	Daniel Cooper	753 NW 1st St. Newport OR 97365	
9	Carol Willey	929 Ojalla Rd. Siletz OR 97380	
10	R. Squam	PO Box 1077, Yachats 97498	

City Council Packet for March 7, 2016

PETITION

To keep the summer Newport Farmers Market
at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1 Gandy Walker	<i>Gandy Walker</i>	Walkers122@Hotmail.com	
2 Dan Eggman	<i>Dan Eggman</i>	Loxicbuel@yahoo.com	😊
3 Christie Sherman	<i>C Sherman</i>	frankthreads@gmail.com	
4 MARILYN TAYLOR	<i>Marilyn Taylor</i>	P.O. Box 504 S.B. 97366	Good exposure for 101 Travelers/Tourists
5 Patti Thoresen	<i>Patti Thoresen</i>	Doodlesunlimited@hotmail.com	Needs to be on 101 so people can see
6 Sharon Baugh	<i>Sharon Baugh</i>	P.O. Box 625 South Beach	4 yrs ago had a booth at Antique Mall over priced & never made a profit
7 Nancy McDowell	<i>Nancy McDowell</i>	Carver Ranch@gmail.com	Great location - Very affordable friendly
8 Kimi Pollett	<i>Kimi Pollett</i>	PB1-lexis@yahoo.com	Please keep it in the current space. Much easier to set up
9 Ruth Zimmo	<i>Ruth Zimmo</i>	ruththedance@hotmail.com	We need 101 exposure for travelling Public.
10 Aria Chavez	<i>Aria Chavez</i>	aria@q.com	We (vendors) support <u>all</u> Local businesses - Now!

City Council Packet for March 7, 2016

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

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¹ Stuart Larsen	<i>Stuart Larsen</i>	1217 Ocean view Dr N.P. Oregon	Keep it
² Joyce S Creed	<i>Joyce S Creed</i>	3325 NE Douglas	NPOR yes - keep
³ Charlotte Dmolt	<i>Charlotte Dmolt</i>	1548 NW Lake	Newport Keep it
⁴ Jill Katz	<i>Jill Katz</i>	955 SW Mark St.	Newport Keep it!
⁵ Stacy Johns	<i>Stacy Johns</i>	256 NE 56th St	
⁶ Kayla Kratochvil	<i>Kayla Kratochvil</i>	912 SW Fall	Newport
⁷ Sandra Kately	<i>Sandra Kately</i>	8845 NW Seal Rock St	Seal Rock
⁸ Donna EGOMAN	<i>Donna EGOMAN</i>	1039 N.E. Grant	Newport
⁹ Heidi Kately	<i>Heidi Kately</i>	8845 NW Seal Rock St	Seal Rock. Keep it. :-)
¹⁰ Anne Walker	<i>Anne Walker</i>	11841 SE Ash St.,	South Beach Keep it.

City Council Packet for March 7, 2016

PETITION

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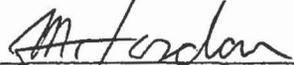
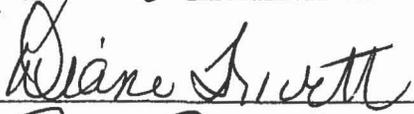
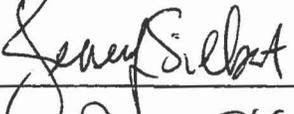
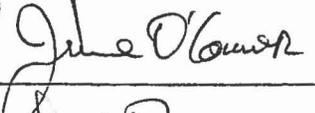
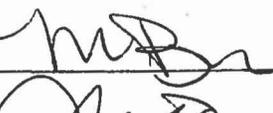
We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME

SIGNATURE

ADDRESS OR
EMAIL ADDRESS

COMMENT

1	Susan Jordan		Po Box 1345 Newport 97365	
2	Michael Jordan		" " "	
3	Diane Trivett		PO Box 756 South Beach O 97366	
4	IAN TRIVETT		" " "	
5	KEVIN STREVER		PO Box 1644 Newport OR 97365	
6	Jennifer Siebert		jeash22@hotmail.com	
7	Jane O'Connor		jbradia@yahoo.com	
8	FRANK A. BOERSMA		flash275@centurylink.net	
9	Mickey Boersma		mboersma@centurylink.net	
10	Joseph Bernard		joseph4peace@gmail.com	

PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1 Robin Bedewitz	<i>Robin Bedewitz</i>	115 SW Coast St Newport	often do both antique new too
2 Susan Thomas	<i>Susan Thomas</i>	190 SE 12th Dr.	So Beach
3 <i>[Signature]</i>	<i>[Signature]</i>	1236 SE Pine	Toledo
4 Jessica Caloin	<i>Jessica Caloin</i>	333 2nd St #4	Newport
5 Sara Stamser	<i>Sara Stamser</i>	PO Box 311	Newport
6 Jen King	<i>Jen King</i>	5747 Seal Rock	Seal Rock
7 John Mathis	<i>John Mathis</i>	332 N W 12th	Anywhere where it was
8 Cathy Felten	<i>Cathy Felten</i>	P.O. Box ^{waldport} 497 OR	<i>[Signature]</i>
9 Paula Haglund	<i>Paula Haglund</i>	5259 WW Rocky Way, Newport	
10 Chas. Dunaway	<i>Chas. Dunaway</i>	3340 N. Hwy 101; 7934H	

City Council Packet for March 7, 2016



PETITION



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PRINTED NAME

SIGNATURE

ADDRESS OR
EMAIL ADDRESS

COMMENT

1	Delanna Hall	Bunnymom 56@yahoo.com	Very Excellent location
---	--------------	-----------------------	-------------------------

2	Sue Williams	Wtaemly@hotmail.com	Cove the new location!
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3	Catherin Tuff	PO Box 615 Siletz OR 97380 catherintuff@msn.com	This is a great location for people - easy access +
---	---------------	---	---

4	Rodney A Val	Yachats OR 97498	richly of farmers. we support Farmers Market new location
---	--------------	------------------	---

5	Mary Davis	South Beach Newport , OR 97366	Brings \$ to everyone!!! Everyone Wins!
---	------------	--	---

6	Dave Lihar	2810 NE Harbor Dr Newport, OR 97365	Think of the people it brings in
---	------------	--	----------------------------------

7	Scott Branchfield	436 NE 11th St Newport, OR	
---	-------------------	-------------------------------	--

8	Joyce Mandrake	436 NE 11th St Newport OR 97365	Location is great for shopping at Antique mall after pickup Wed.
---	----------------	------------------------------------	--

9	Larucin Kaunen	PO Box 188 Tolucka, OR 97391	- Best Place!!!
---	----------------	---------------------------------	-----------------

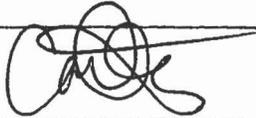
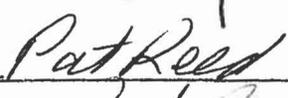
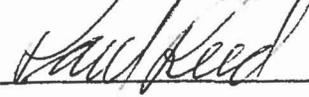
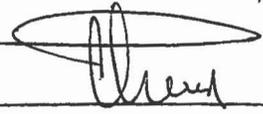
10	Colleen Carbus	923 SE BAY BLVD 97365	Please!
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City Council Packet for March 7, 2016

PETITION

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W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1 Carla Koster		eeyoremanik@me.com	
2 Carol Juse		capricorn@peak.org	
3 Jim Stanley		jstanoe1484@yahoo.com	
4 Pat Reed		PReed@charter.net	
5 Paul Reed		preed@charter.net	
6 Andy Lau	ANDY LAU	andy.lau@oregonstate.edu	
7 Veronica Williams	VERONICA WILLIAMS	VWILLIAMS@YAHOO.COM	Love location !!
8 CLAIRE SMITH		clairesmith164@gmail.com	
9 Arthoda Sawyer		jas@bendbroadband.com	
10 Olivia Perry		operry13@mail.wou.edu	

City Council Packet for March 7, 2016

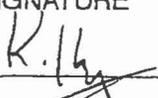
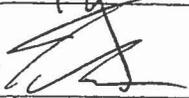
Jan 2016

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PETITION

To keep the summer Newport Farmers Market at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1	Kendra Holloway		KD Holloway 1966@yahoo
2	Thomas Van Gessel		919 NW Spry
3	REBECCA R CHEEK		14399 S Coast Hwy S.B 97366
4	Twila Cookley		twilak2@peak.org
5	Mike Peane		Tuberoni@yahoo.com
6	Elizabeth Kahler		Tokelo Ore
7			
8			
9			
10			

City Council Packet for March 7, 2016

PETITION

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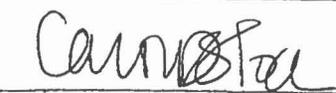
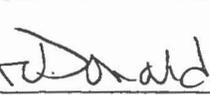
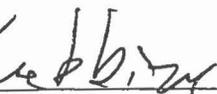
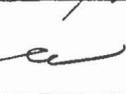
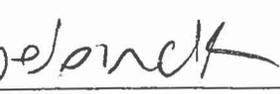
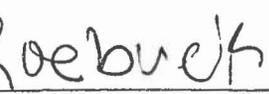
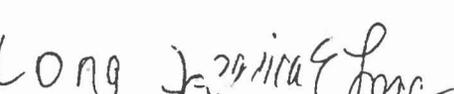
PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1 Klaine Mezzo	<i>[Signature]</i>	909 E main John Day.	
2 Rick W...	<i>[Signature]</i>		
3 Amber Subialdea	<i>[Signature]</i>	327 NW 17th St. Newport OR	
4 Daniel Seemiller	<i>[Signature]</i>	511 NW Lee St Newport.	
5 Gloria Karis	<i>[Signature]</i>	433 NE 8 th Newport	
6 Theresa Taylor	<i>[Signature]</i>	433 NE 8 th Newport	
7 Isaac Dunne	<i>[Signature]</i>	3124 NW Johnson Ave Corvallis 97330	
8 Teri Lunn		3851 Hwy 34 Waldport	
9 Charles Vanderpool		547 NW Coast St MPT 97365	
10 TILLIE WHITT		1015 SW 51 st St. LINCOLN CITY	
10 Scott Siegel	<i>[Signature]</i>	11326 NE COOS ST, Newport, OR	

City Council Packet for March 7, 2016

PETITION

To keep the summer Newport Farmers Market
at West 2nd Street and Highway 101

We the undersigned support keeping the Newport Farmers Market summer market at the current location of
W. 2nd Street, Angle Street and Highway 101.

PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1 Carol Stock Cannon		770 NE Jeffries Pl.	
2 Viki Smith	Viki Smith	232 SW 27th St. Newport	
3 Vada Robinson		923 SE Bay Blvd #54	
4 Elizabeth McDonald		923 SE BAY BLVD #15	
5 Thomas J Kuebbing		1127 S Pine St	
6 Mark Beckwith		PO Box 1905 Newport OR	
7 Karen Jones		PO Box 2235 Newport, OR	
8 Shania Roebuck		PO BOX 699 Waldport, OR	
9 Janice Roebuck		PO BOX 699 Waldport, OR	
10 Jessica Long		11574 NE Avery St Newport	

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PRINTED NAME

SIGNATURE

ADDRESS OR
EMAIL ADDRESS

COMMENT

1

William Clark

ClarkWilliamJ@yahoo.com

The Market Must Stay - Needed B...

2

Erica Fruh

auburngas@gmail.com

!

3

Dean Major

dmajor@iname.com

4

Chris Sherwood

schwood@gmail.com

Love the location!

5

Erica Sherwood

ericesherwood@verizon.net

"

6

anthony@yaho

7

Jay Hunter

blueheonblue@outlook.com

We love our market

8

Chris Schneller

walf@telegnd.com

Leave it there

9

FRED MATTHYS Fred Matthy

JFMATTHYS@MSN.COM

10

Alice Vachss

FOR 2440 Newport

best location &
we don't abuse it

City Council Packet for March 7, 2016

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PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1 Kati Silvia	<i>Kati Silvia</i>	110 NE 60th St. Ave. E Newport	much better ⁱⁿ this spot
2 Holly Romero	<i>Holly Romero</i>	Holly.Romero@gmail.com	
3 Kathryn Marcusek	<i>Kathryn Marcusek</i>	124 SW Brook St	
4 DENISE MCPHERSON	<i>Denise McPherson</i>	905 NE 7th St	better than city hall love this location
5 Patricia Odell	<i>Patricia Odell</i>	408 - NW 60th St	great location - IT Should actually bring business to the Antique Mall!!!
6 Nick Wright	<i>Nick Wright</i>	pearandlove.0512@gmail.com	
7 DEWIA POWELL	<i>Devin Powell</i>	SE Echo Ct	
8 Charla Jaramillo	<i>Charla Jaramillo</i>	SE Echo Ct. <i>dosbroadsabroad@gmail.com</i>	Please!!!
9 Ernest Brown	<i>Ernest Brown</i>	ernestbrown@charter.net	
10			

City Council Packet for March 7, 2016

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PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1 MARY HALEY	Mary Haley	923 SE Bay Blvd Newport, OR	Come on, support the market - this place is ideal!! More people, more sales,
2 DENNIS HALEY	Dennis Haley	923 SE Bay Blvd Newport, OR	what's this lady's problem.
3 DAISY RANSOM	Daisy Ransom	401 NE. 6 th St Newport, OR	
4 FRANK RANSOM	Frank Ransom	401 NE. 6 th St Newport, OR	
5 ANN CABALL	Ann Caball	360 NE San Bay O Newport, OR	
6 PAT LYLES	Pat Lyles	55 S.W. COAST ST. NEWPORT, OR	
7 CHEM LEE	Chem Lee	1149 SW Elizabeth St Newport	
8 PAULINE ROSOSKI	Pauline Rososki	6138 N Coast Hwy Agate Newport	
9 CATHY DEVEREAUX	Cathy Devereaux	2505 NE Douglas Newport	great location!
10 RHONDA HARMAN	Rhonda Harman	2505 NE Douglas Newport	No question YES!!
SHAYON SUHR	Shayon Suhr	508 NE Third St Newport OR 97365	awesome location!

City Council Packet for March 7, 2016

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SIGNATURE

ADDRESS OR
EMAIL ADDRESS

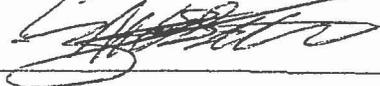
COMMENT

1 Jayme Wassmuth



jayme.lee.ott@gmail.com

2 ZACKERT WASSMUTH



laxrules63@gmail.com

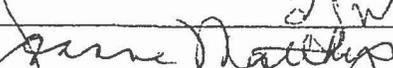
3 Duane Beard

2342 TUSCANA AVE. S. SALEM, 97306

4 Johnny Erikson

johnnyerikson@yahoo.com

5 Amy Larsen



21w.riverrmassage@yahoo.com

- good of city

6 JOANNE MATTHYS

jfinatthys@msn.com

7 Delano Sanders

255 4th St.
Offen Rock, OR 97369

8 OWA McFarlane

526 NW 56th 97365

9 Imutta Smith

1676 NE YAQUINA HTS DR. 97365

10 Robert Smith

" "

Vick Pierce

752 N 2 First, Newport 97365

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PRINTED NAME

SIGNATURE

ADDRESS OR
EMAIL ADDRESS

COMMENT

1

VALERIE BENFIELD *Valerie Benfield* *ibayfrantsgirl@gmail.com*

2

PETER BORIS *Peter Boris* *PABoris@PEAK.ORG*

3

Theodora A Boris *Theodora A Boris* *above*

4

MICHAEL S. MAW *Michael S. Maw* *726 NW LEE STREET, NEWPORT, OR 97365*

5

Ted DeWitt *Ted DeWitt* *13994 NW Kona St, Seal Rock 97377*

6

Sara Spry *Sara Spry* *613 NE Eads #21 Newport OR 97365*

7

Nancy Peterson *Nancy Peterson* *2108 Mak mak Lk Pn Newport 97394*

8

9

10

City Council Packet for March 7, 2016

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PRINTED NAME

SIGNATURE

ADDRESS OR
EMAIL ADDRESS

COMMENT

1

~~D~~
Desiree Page

PO. Box 85

Like EZ location

2

G+L Detrick

West Linn, OR 97068

Hwy 101 spot is visible for
four miles

3

Kim Pomeroy Kim Pomeroy PO Box 1806

4

Mark Stone Mark Stone Newport

5

Pat Sheppard 128 NW 58th St
Newport OR

Keep it there!

6

Shelby Tilden Shelby Tilden 5180 NW Rockyway
Newport

7

Briana Rivera  astheshadowfalls@gmail.com good location

8

Linda Livingston Linda Livingston Box 151 Depot Bay Love the
40 Schoolhouse St. Market!!

9

10

City Council Packet for March 7, 2016

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PRINTED NAME

SIGNATURE

ADDRESS OR
EMAIL ADDRESS

COMMENT

1	CHRISTINE ROYER		gmhappyfan@yahoo.com	
2	Timothy Wiedeman		GLBL	Plz!
3	Yvonne Ellison		yvonneath@yahoo.com	
4	Lou Traeger		111 NW 6th Toledo	
5	Mark Mize		215 SW 60th Loop So Beach	
6	Ineke Rawie		10914 NW Pacific Hwy	Sea Rock
7	ESTHER CALL		9295W Alder St Newport	ets-home@juno.com
8	Dianne Eckstein		7534 SW Surfland	Please !!
9	Bob & Karen Barnett		PO Box 467 Yachats	kebenn@cascomet Please keep location!
10	Jim Straley		1984	jstraley1984@yahoo.com

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PRINTED NAME

SIGNATURE

ADDRESS OR
EMAIL ADDRESS

COMMENT

1	Paul Eishy	<i>[Signature]</i>	paul.eishy@gmail.com	
2	Nyla Jeborsek	<i>[Signature]</i>	njeborsek@gmail.com	ARE YOU kidding me?
3	TOM VINCENT	Tom Vincent		THIS LOCATION IS THE BEST, VEH
4	Don E Parker	<i>[Signature]</i>	fyrsmith@gmail.com	↑ ↑ ↑
5	Mary Jane Krajnak	Mary Jane Krajnak	PO Box 1011, Newport	
6	LILL HOCKEMA	Phil Heck	31 FRUITVALE LN NEWPORT OR 97365	
7	Rob Duprau	<i>[Signature]</i>	1503 SE Allen Way, Toledo, 97391	Stay
8	Cheryl Duprau	<i>[Signature]</i>		
9	Annie Tarr	<i>[Signature]</i>	335 NW 55th St Newport 97365	stay!
10	Sunshine Keck	<i>[Signature]</i>	sskeck.2@gmail.com	last summer that was great

City Council Packet for March 7, 2016

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PRINTED NAME	SIGNATURE	ADDRESS OR EMAIL ADDRESS	COMMENT
1 Kristine M. Cooper	<i>Kristine M. Cooper</i>	558 N.E. 3 RD ST. Newport, OR 97365	
2 Kristi Ryder	<i>Kristi Ryder</i>	kryder@mac.com	Newport
3 Susan Andersen	<i>Susan Andersen</i>	644 SW Coast St, Newport	susanandersenND@msn.com
4 Maggie Marshall	<i>Maggie Marshall</i>	marshallmag@yahoo.com	Yachats OR
5 P. J. Hill	<i>P. J. Hill</i>	P.O. Box 365	YACHATS, OR
6 Jeffrey Syrop	<i>Jeffrey Syrop</i>	521 1111 jefsyrop@gmail.com	Newport
7 Nicole Pless	<i>Nicole Pless</i>	9429 Seal Rock, Seal Rock OR	
8 Judith Clark-Upton	<i>Judith Clark-Upton</i>	359 SE Back Bay Dr. Newport	Leave it where it is!
9 Laura Bohlander	<i>Laura Bohlander</i>	lynbohlander@aol.com	
10			

City Council Packet for March 7, 2016

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PRINTED NAME

SIGNATURE

ADDRESS OR
EMAIL ADDRESS

COMMENT

1	Nicholas Gudo	<i>[Signature]</i>	Storozzi.gourmet@gmail.com	Must be made
---	---------------	--------------------	----------------------------	--------------

2	Matt Watkins	<i>[Signature]</i>	matw@... .com	
---	--------------	--------------------	---------------	--

3	Deb Kidel	<i>[Signature]</i>	rkshiro@... .com	
---	-----------	--------------------	------------------	--

4	Robert Messers	<i>[Signature]</i>	FuddyDuddyRUB163@GMAIL.COM	
---	----------------	--------------------	----------------------------	--

5	Susan Schmidt	<i>[Signature]</i>	ssschmidt689@gmail.com	
---	---------------	--------------------	------------------------	--

6	Scott Stocum	<i>[Signature]</i>	scottstocum@a.com	
---	--------------	--------------------	-------------------	--

7	Debby Stocum	<i>[Signature]</i>	debsstocum@a.com	Must be made from 101
---	--------------	--------------------	------------------	-----------------------

8	Jennifer Angelo	<i>[Signature]</i>	jennifer.angelo@gmail.com	I love my Somers market
---	-----------------	--------------------	---------------------------	-------------------------

9	SHERPY	<i>[Signature]</i>	Storozzi.gourmet@gmail.com	Must be made
---	--------	--------------------	----------------------------	--------------

10	John + Karen Petersen	<i>[Signature]</i>	karensgooddeals@gmail.com	
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City Council Packet for March 7, 2016

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1 Becky Cook	<i>Becky Cook</i>	1023 Grant St NPT OR	Love my Newport Farmers Mkt
2 Alison Noble	<i>Alison Noble</i>	PO Box 384 Seaside, OR	97380
3 Keith Cox	<i>Keith Cox</i>	Roxone Olive.com (Newport)	
4 Sharon Bodman	<i>Sharon Bodman</i>	317 SW Siletz River Dr Siletz 97380	I count on the Farmers Mkt
5 Linda Brodeur	<i>Linda Brodeur</i>	830 NE Stoudevant Rd Toledo, 97391	this is the Best place for the Farmers Mkt please let them stay.
6 Dana Cresy	<i>Dana Cresy</i>	1124 SW Mark St Newport OR 97365	
7 Nancy King	<i>Nancy King</i>	4420 SE Fircrest Way Toledo, OR	
8 Tammy Oliver	<i>Tammy Oliver</i>	238 SW 10th St Newport OR 97365	
9 Meghan Sutherland	<i>Meghan Sutherland</i>	1936 SE Donelle Dr Toledo, OR 97391	
10 Chris Sutherland	<i>Chris Sutherland</i>	7053 SW Abalone South Beach, OR 97366	Love my Farmers Market

City Council Packet for March 7, 2016

PETITION

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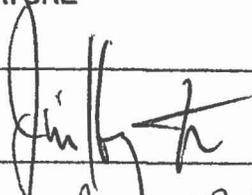
We the undersigned support keeping the Newport Farmers Market summer market at the current location of
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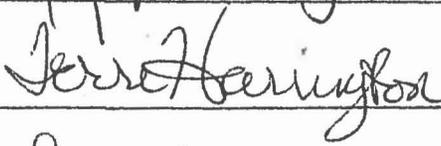
PRINTED NAME

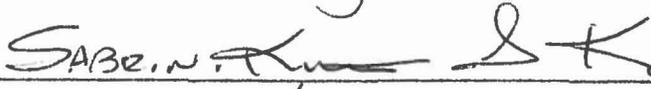
SIGNATURE

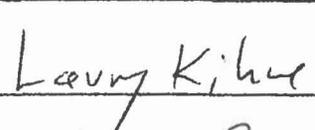
ADDRESS OR
EMAIL ADDRESS

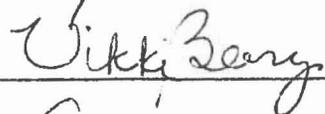
COMMENT

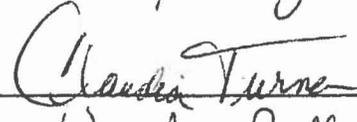
1 Jim Harrington  jandt71@budget.net

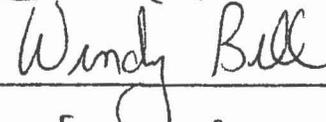
2 Terri Harrington  "

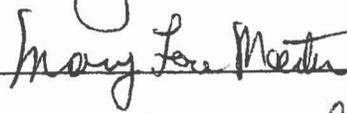
3  Sabine - GREAT MARKET!

4 Leay Kihue  Leay Kihue kihue@msu.com

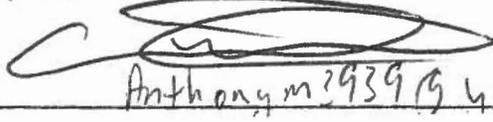
5 Vikki Beery  Vikki Beery Seal Rock, OR

6 Claudia Turner  Claudia Turner Coquille, OR Love the MKT

7 Wendy Bell  Wendy Bell Coos Bay, OR

8 MARYLOU MARTIN  Mary Lou Martin Waldport LOVE MKT

9 Michelle Giammona  Michelle Giammona michellecg26@yahoo.com.

10 ANTHONY MARTINEZ  Anthony Martinez 2939@yahoo.com

CITY MANAGER'S REPORT AND RECOMMENDATION



Agenda #:8.C.
Meeting Date: 3-7-16

Agenda Item: Report on Workforce and Affordable Housing Strategies

Background:

At the February 23 Goal Setting session, time was spent on discussing specific strategies to encourage the development of workforce housing and affordable housing in and around the City of Newport. At the Goal Setting session, a number of concepts were discussed with the Council with the Mayor then determining whether a majority consensus existed for each of the concepts discussed. Attachment A to Derrick Tokos' report outlines the concepts that the Council supported as a strategy for dealing with affordable and workforce housing issues in the City of Newport. Please note that we combined a couple of issues that were brought up at the Goal Setting session from the Council including participating in regional forums with regional partner agencies such as is proposed by the Economic Development Alliance of Lincoln County with a workforce housing forum in Newport scheduled for April 5. We also expanded the potential opportunities to use city owned properties to incentivize housing on a land banking/donation or sale basis. This would keep a broad range of options available regarding the use of city property available for planning considerations.

In Addition, the City Council has had extensive discussions regarding the city's relationship with the Lincoln Community Land Trust particularly relating to the handling of the potential development of city property located adjacent to Don Davis Park. In this particular case the Trust had issued proposals for the potential development of the city owned site without specific Council approval or notification of their desire to consider the development on that property. This matter was compounded further when inquiries were made by Council members and information was not shared in a transparent manor to the City Council by the Trust. In a January 29 communication to the City Council from Trust President Bill Hall, the Lincoln Community Land Trust acknowledge their failings in acting transparently

As a result of discussions between the city and Trust, the Trust is now providing monthly meeting packets to the City Council and are in agreement to a multi-step process to provide transparency in consideration of any other city properties for workforce housing project prior to proceeding with any specific proposals. The Trust has invited both the City of Newport and Lincoln City to designate one of its members as ex officio board member to act as a liaison between the cities and the trust. Furthermore, any Council members are welcome to attend any meeting of the Trust.

In evaluating the situation on behalf of the City of Newport, I believe that there are several reasons why the city should continue its commitment with Lincoln Community Land Trust. First of all, I believe that Proud Ground as contractor for the Trust has an opportunity to meaningfully address workforce housing in Lincoln County as they have done in the City of Portland. It is important to remember that the Trust has not had professional support up until their recent agreement with Proud Ground in order to carry out their initiatives. Secondly, I believe affordable/workforce housing are only going to be addressed with collaborations such as the city currently shares with Lincoln City and Lincoln County. I

also believe there may be opportunities with other collaborations with other organizations in our efforts to try to address this significant issue. Finally, I believe it is important for the city to maintain its commitment to intergovernmental agreements that we enter into unless significant problems with that relationship exist and go uncorrected. I believe that the Trust has made a good faith effort to address the serious concerns that the city shared with the Trust regarding the operational methods for that organization. It is important that when the city enters into this type of commitment that the city be viewed as a trusted and reliable partner going forward to the end of that commitment. It is my recommendation that the city actively participate with the trust for remaining year and a half of the memorandum of understanding. I have attached a couple of communications outlining the Lincoln Community Land Trusts' commitment to address the concerns that the City Council shared regarding the ongoing relationship with the memorandum of understand.

Recommendation:

I recommend that the City Council consider the following motions:

I move that Council find the affordable/workforce housing strategies identified in Attachment A to be consistent with the city's existing housing policy and direct the City Manager to take appropriate steps to implement these strategies as resources and opportunities allow.

I move to confirm the city's commitment to the memorandum of understanding with Lincoln County, Lincoln City, and the Lincoln Community Land Trust to temporarily fund Lincoln Community Land Trust professional staffing, direct the City Manager to make the \$30,000 payment to the Trust the city budgeted for in the current fiscal year, and to cover its share of the cost in the third year of the agreement with such commitment not being construed as city support to provide funding beyond the 3 year term of the agreement.

I move to appoint Councilor _____ to serve as liaison to the Lincoln Community Land Trust Board with the City Manager conveying that appointment to the Trust.

Fiscal Effects:

\$30,000 is budgeted and being held in the current fiscal year for this purpose.

Alternatives:

If the Council is inclined to terminate the memorandum of understanding, then I do believe that the city would have an obligation to make payment in our current fiscal year which has not been paid to the Trust at this time. From an overall financial standpoint, as is outlined in the memorandum of understanding, the Trust has based their financial operations in the current fiscal year on the \$30,000 being available from the two cities and Lincoln County. This would give them notice so that they could make financial adjustments for the 2016-17 fiscal year if the city withdraws from the memorandum of understanding.

The Council could defer a decision on continuing the memorandum of understanding until after a second meeting with the Trust to confirm the city's future working relationship with the Trust.

In addition, if the Council can modify, add, or delete any of the items in Attachment A as strategies going forward. If there are suggestions for modifications, then these changes could be discussed and acted upon prior to approving a final list of Council Strategies going forward with affordable/workforce housing.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "S. Nebel".

Spencer R. Nebel
City Manager

From: Bill Hall [<mailto:whall@co.lincoln.or.us>]
Sent: Sunday, December 27, 2015 10:04 AM
To: Spencer Nebel <S.Nebel@NewportOregon.gov>
Subject: Materials for Council Packet

Hi Spencer,

Thank you for the suggestions. I have incorporated them, along with a couple of other additions and tweaks. Initially I thought Diane was going to do a separate memo to the council, but she suggested I include information about PG staff time in this letter, so I have done that.

I will locate the bylaws as soon as I can--I can't immediately locate them electronically--and will pass them along. I also need to have a conversation with Derrick about his role. At this point, I'm not certain how clearly we defined his role, Allison Robertson's, Ron Tierney's, or Max Glenn's. They're all staff or electeds, but I just don't recall whether we have considered them official representatives of their jurisdictions or not.

It was a nice, but damp Christmas, and I hope you had a great one too. Here's to more good things moving forward in 2016!

Bill

December 28, 2015

Dear Mayor Roumagoux and Members of the Council:

Expanding on my comments made at the December 14 Council work session, I want to apologize on behalf of the LCLT board of directors for jumping the gun on this project. In our eagerness to fulfill our promise to you in July of 2014 to get things moving in actual production of housing, we truly put the cart before the horse. We wanted to bring you a clear concept for discussion and possible consideration, but I realize this put the council in a difficult spot once the rumor mill caught fire, and I'm truly sorry about that. I hope that we can move past this and move forward productively from here.

As was noted at the December 7 council work session, the city's own study shows a deficit of more than 800 housing units. With a challenge that great, no one solution can address the problem in its entirety. But the LCLT can be part of the solution, and fill a niche that no other housing program in the county can fill—home ownership opportunities for teachers, nurses, small business owners and others earning above 60 percent of area median income.

Per your request, the Lincoln Community Land Trust is submitting to you an accounting of all the city and county monies spent to date, as reflected in our most recent financial report. Diane Linn estimates that approximately 800 to 900 dollars in total staff time went into preparation of the RFP. Proud Ground does not break down individual line items by funder, but if you want to assume the cost was shared equally by the jurisdictions, you could say approximately 300 dollars in city funds went into preparation of the RFP. We are also supplying the information prepared by the Housing Development Center, in case it is useful to council and staff in evaluating the future use of these properties by any party.

One of the concerns that was expressed by the Council was the access to information regarding the Land Trust activities. In the interests of clearer ongoing communication, I am proposing to the LCLT board that we provide each of you with our monthly board packet, which includes the meeting agenda, minutes of the previous meeting, the executive director's report and the financial report.

Another concern expressed by the Council was relating to a process for going forward with discussions about the potential use of city property for workforce housing. City Manager Spencer Nebel and I met on December 15 and discussed a path forward. It is my understanding he will be presenting a recommendation to you for a process for the council to consider requests for donation of property to the trust. I hope you will be open to that proposal.

Although we never formally brought a proposal to the council regarding the property adjacent to Davis Park, concern in the community that the Trust might do so has generated enough controversy that I would like to convey to the Council that the Trust will cease its efforts to evaluate the property and will not make a request of the City to develop the site for work force housing. I think everyone will be best served if we set this issue aside.

The other members of the board and I look forward to working with you in the year ahead.

Sincerely,

Bill Hall, LCLT Board Chair



STAFF REPORT
CITY COUNCIL AGENDA ITEM

Title: Workforce and Affordable Housing Strategies

Prepared by: Derrick I. Tokos, AICP, Community Development Director

Recommended Motion:

Affirm Affordable and Workforce Housing Strategies

Motion: I move that the Council find the affordable and workforce housing strategies identified in Attachment A to be consistent with the City's existing housing policies and direct the City Manager to take appropriate steps to implement each of the strategies as resources or opportunities allow.

Appoint Liaison to Lincoln Community Land Trust

Motion: I move to appoint Councilor _____ to serve as a liaison to the Lincoln Community Land Trust Board and that the City Manager convey the appointment to the LCLT.

Participation in LCLT, Lincoln County and Lincoln City Intergovernmental Agreement

Motion (Option #1): I move to confirm the City's commitment to its intergovernmental agreement with Lincoln County, Lincoln City, and the Lincoln Community Land Trust (LCLT) to temporarily fund LCLT professional staffing, and direct the City Manager to make the \$30,000 payment to the Trust that the City budgeted for FY 15/16 to cover its share of those costs. Such commitment shall not be construed as City support to provide funding beyond the 3-year term of the agreement.

Motion (Option #2): I move to direct the City Manager to prepare a letter to the elected officials of Lincoln County and Lincoln City, and to the Board of the Lincoln Community Land Trust advising that the City of Newport will not be participating in the funding agreement, effective 7/1/16 as it no longer believes that it is in the public interest to do so.

Background Information: Under state law the City of Newport is responsible for inventorying its buildable lands for residential use and for developing plans to encourage the availability of housing at price points commensurate with the financial capabilities of Newport households. To that end, the City engaged its community partners in 2011 and 2014 to update its housing data and develop strategies for improving the inventory of affordable and workforce housing in Newport. A number of

the strategies and recommendations have been implemented including expanded allowances for accessory dwelling units, new regulations to provide flexibility for siting “park model” units in Manufactured Dwelling Parks, and the creation of a revolving loan fund and land bank program. Other implementation strategies are ongoing or have not yet to be implemented.

On February 16, 2016, the Council held a work session to discuss workforce and affordable housing strategies that are in the process of being implemented or have yet to be initiated. The strategies were further discussed and refined during the Council’s February 23, 2016 goal setting session and a revised version of each is included in Attachment A to this report along with an explanation of how each can be developed and moved forward. The strategies listed in Attachment A have been informed by prior community engagement and policy the City has developed and will undoubtedly evolve and change once the City completes its community visioning project and new opportunities become apparent for the City to facilitate the provision of needed housing within the community.

On January 4, 2016, the City Council adopted a motion to withhold all future payments to LCLT until satisfactory data and planning information is provided to the City Council. Since then, the LCLT has provided the Council with its monthly board packets and offered the City Council a liaison position so that it can more actively engage and/or monitor Trust activities. It has also prepared a 2015 annual report which will be distributed shortly, as required by the intergovernmental agreement. The Council should determine if this information is sufficient or if there is other information that it desires, in which case it should specify what it is looking for so that the Trust can respond.

Payments the City is withholding are called for in an intergovernmental agreement that the City entered into with Lincoln County, Lincoln City, and the LCLT Board in 2014, as amended in 2015, to provide funding for LCLT professional staffing for a period of three years. The Council should determine if it intends to adhere to the agreement or not.

The City’s partnership with the LCLT is one of several workforce and affordable housing strategies it is pursuing. That is why the topic was included as part of the February 16th and 23rd discussions. At this point, the most prudent course of action for the Council might be to appoint a liaison to the LCLT Board and monitor the Trusts activities and progress through the term of the 3-agreement (which is about half done). Once the agreement is concluded, the Council is under no obligation to provide additional funding but may do so if it feels it is appropriate.

If the City were to back out of the agreement before it is concluded, such action may send a message to Lincoln City, Lincoln County, LCLT and others that the City of Newport is an unreliable partner that cannot be relied upon to fulfill its commitments. This could make it difficult for the City to make headway on other initiatives, housing or otherwise, where it needs the County, Lincoln City, or other local partners to cooperate. There is also a legal question as to the extent to which the City is obligated under the agreement to provide its proportional share of funding for the current fiscal year. If the

Council elects to cease its participation, it might be best to do so effective 7/1/16. That would provide time for the Council to inform its partner agencies before they have committed funding for the upcoming fiscal year.

Fiscal Notes: There are no immediate fiscal impacts associated with the Attachment A strategies. Sufficient funds have been budgeted to cover the City's financial contribution towards LCLT professional staffing for the current fiscal year.

Alternatives: The Council may elect to forge ahead with the affordable and workforce housing strategies listed in Attachment A, make changes to the listed strategies, or choose to take no action at this time. Likewise, the Council may elect to clarify its stance on the LCLT intergovernmental agreement or postpone such action. Because the LCLT agreement includes a funding commitment it is important that the Council provide its funding partners clarity as to how it intends to proceed for the current and upcoming fiscal year.

Attachments:

- Attachment A to the staff report
- Intergovernmental Agreement with Lincoln County, Lincoln City and LCLT, dated 3/25/15

The Newport City Council recognizes that the limited supply of affordable and workforce housing in our community is a significant challenge that must be addressed through the pursuit of a variety of strategies consistent with the City's adopted housing policies, including:

1. Engaging Lincoln County and other taxing entities on the viability of establishing a multiple unit tax exemption program to incentivize construction of multi-family rental housing.

A technical work group could be formed to develop a framework for a tax exemption program. The group should include legal, planning, developer, assessor, and affordable housing representatives. Options would then be presented to policy makers for discussion and possible action.

2. Assessing city owned properties to identify if any are surplus to the public need and suitable for land banking (i.e. donation) or for sale.

Background information on each city owned property has been compiled and presented to the Council in the past. It can be refreshed and brought forward for discussion in a work session to see if there is general consensus if any of the parcels are surplus to the public need and, if so, what other use they may be suitable for. Any steps to surplus property require formal Council action, and the scope of what that might look like may become clearer following the work session. If an opportunity exists to sell, as opposed to donate property for workforce or affordable housing, the City should evaluate if a sale for less than market value could be used to leverage affordable units.

3. Looking into whether or not the City wants to convey to Lincoln County that it is willing to forgo tax revenue from the sale of foreclosed property if the property is to be used for affordable or workforce housing purposes.

This might be best accomplished by letter and a draft can be brought forward for Council consideration at a future meeting. Such a letter could then be distributed to other affected municipalities to see if they would be willing to sign on.

4. Investigating if changes are needed to the intergovernmental agreement the City has with Community Service Consortium (CSC) to improve citizen access to Community Development Block Grant (CDBG) funds the agency is managing on the City's behalf.

As an initial step, the Council may want to invite Community Service Consortium to provide an update on their implementation of the intergovernmental agreement, what they believe has and hasn't been working, and any suggestions they may have for how the program can be strengthened.

5. Exploring opportunities to incentivize the construction of affordable or workforce housing units with reductions in System Development Charges.

Funds have been budgeted for this work, and a Request for Proposals will be put out this spring to secure a consultant to assist the City in updating its System Development Charge (SDC) methodology. Strategies for structuring SDC fees to facilitate construction of affordable and workforce housing will be examined. An advisory committee will need to be formed to assist with the project, and the resulting recommendations would be presented to the Planning Commission and Council.

6. Evaluating the viability of adopting alternative street standards into the Newport Transportation System Plan and subdivision codes to reduce infrastructure costs for new development.

This will require coordination with the Public Works and Fire Departments and it might be best to forward the Planning Commission to develop options for reduced street sections for consideration and possible adoption into the Newport Transportation System Plan.

7. Evaluating opportunities to leverage Newport Northside Urban Renewal funds in redevelopment projects that will create new affordable and workforce housing units, recognizing that such funds will not be available for expenditure for several years.

No specific action is needed at this time. Goals were included in the urban renewal plan to support use of funds to promote the construction of affordable and workforce housing units. The Urban Renewal Agency should be in a position to initiate an Agate Beach neighborhood plan, and Downtown revitalization plan beginning in 2017/2018 and these planning efforts present an opportunity to identify if urban renewal funding can be leveraged to help realize new affordable or workforce housing units.

8. Participating in regional affordable and workforce housing forums with partner agencies and stakeholders.

This includes dedicating staff and meeting space to better understand partner agencies/stakeholders housing related needs, expertise and resources in order to develop concepts for moving affordable and workforce housing projects forward. The Economic Development Alliance of Lincoln County is tentatively looking to hold such a forum in Newport on April 5, 2016.

9. Reviewing any newly adopted statewide legislation intended to improve the availability affordable or workforce housing for potential application in Newport.

It is likely that the 2016 short session will produce some changes, including authority for local governments to adopt inclusionary zoning in a limited capacity (e.g. the ability to mandate that a portion of the units in a new multi-family development be affordable), and authorization for local governments to adopted a modest construction excise tax. The legislation could be forwarded to the Planning Commission for its consideration and recommendation as to whether or not any of the new authorities should be implemented.

10. Assisting Habitat for Humanity in implementing a land donation agreement for the construction of affordable housing at SE10th and S Pine Street.

Staff time will need to be dedicated to assist Habitat in putting easements in place, adjusting property lines, and taking similar measures to position the properties for development.

Amendment March 25, 2015
Memorandum of Understanding
By and Between
Lincoln Community Land Trust, a 501(c)(3) nonprofit
and
the City of Newport, the City of Lincoln City and Lincoln County

Note this Amendment to the Original MOU between the parties provides that each Public Partner will provide "up to" \$30,000 annually and that funding will be used for professional staffing and deletes references to a full time staff person and references attached e-mail.

This Memorandum of Understanding (MOU) is entered into by The Lincoln Community Land Trust (LCLT), a 501(c)(3) nonprofit organization and the City of Newport, the City of Lincoln City and Lincoln County (together the Public Partners) pursuant to ORS Chapter 190. It is intended to establish base funding by the Public Partners for administrative services to be provided by LCLT in supporting LCLT's mission to provide permanently affordable homeownership for working individuals and families within Lincoln County.

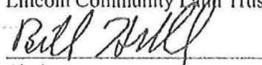
The Public Partners, subject to annual appropriations through their individual local budget processes, will each annually on July 1 provide up to \$30,000 to LCLT beginning July 1, 2014 and continuing through June 30, 2017 (total of \$90,000 per public partner and \$270,000 by all the Public Partners for the three fiscal years). (See the attached e-mail communication from Lincoln County Commissioner Bill Hall to Newport City Manager Spencer Nebel, dated March 3, 2015). The funding will support professional staffing for the LCLT and associated administrative support services. It is intended that the funding will cover all costs associated with the position and services and LCLT will be responsible for covering any shortfalls between actual costs and the funding provided. If LCLT should for any reason not be able to fulfill its obligations, any remaining funds will be returned to the Public Partners.

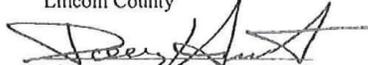
In addition to the funding support for LCLT's mission, the Public Partners, without a specific commitment of resources or properties, agree to give a high priority, within requirements under law, to providing surplus or foreclosed land held by them and/or revolving loan funds to the LCLT for housing development. Without committing to a specific number of homes in specific locations, LCLT commits to making a priority to distribute housing units throughout the county with as much equity as possible.

It is intended that the funding provided by this MOU is temporary in nature and that LCLT will work towards full budgetary self-sufficiency by the end of this funding allocation. Towards that end, LCLT shall provide annual reports by July 1 of each year and a final report to the Public Partners, no later than December 1, 2016, detailing its accomplishments to that date, funding for services after July 1, 2017 and how it intends to be fully funded for services thereafter.

The parties understand that the law reserves certain decisions to the governing bodies of the respective parties, and nothing in this agreement shall divest those governing bodies of their authority.

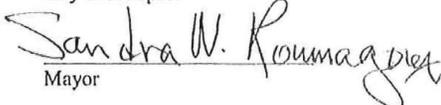
So Understood and Agreed this 23 day of February 2015:

Lincoln Community Land Trust

Chair

Lincoln County

Chair

City of Lincoln City

Mayor

City of Newport

Mayor

CITY MANAGER'S REPORT AND RECOMMENDATION



Agenda #:8.D.
Meeting Date: 3-7-16

Agenda Item:

Schedule a Public Hearing on City Council Goals for the 2016-17 Fiscal Year

Background:

On Tuesday, February 23, the City Council met from 10 A.M. until 4 P.M. to hear reports from the various city departments on departmental goals for 2016-17 and to identify Council goals for this next fiscal year. In addition, with the Council's direction to conduct a long-term community visioning project during the 2016-17 Fiscal Year, the goal setting process will see some significant changes in future years. It is my hope and expectation that the visioning process will develop a framework for the City Council to consider adopting longer term goals that would be tied to various aspects of the overall vision that will be ultimately developed for the greater Newport area.

The City Council Goals include the status of the 2015-16 City Council goals indicating whether they are either ongoing, completed, or dropped. This is followed by the draft 2016-17 City Council goals which were established at the work session on February 23. Throughout the course of the day many different ideas and concepts were written down by Council members as part of the overall presentations from departments, reviewing previous planning efforts, and including issues of importance to the City Council members. Those items were then categorized and prioritized by the City Council. Items prioritized by three or more City Council members have been included in this report. In addition, there are a number of items that the City Council has previously committed itself to which are listed by consensus in the report with a "(C)". These are included to recognize other significant efforts that staff will be working on through the course of the year.

Attached is the draft City Council goals for the 2016-17 Fiscal Year for your review. I would ask that the Council formally accept the report and schedule a public hearing for the March 21 City Council meeting. Please note that the draft report has been sent to the various boards and committees for their review with a request that they forward their comments prior to the March 21 meeting. If the Council wants to take any modifications, changes, or corrections to this report, please let us know so that we can finalize it before we publish the draft report for public comment.

Recommendation:

I recommend that the City Council consider the following motion:

I move that the draft report for the City Council Goals for the 2016-17 Fiscal Year be accepted and a public hearing be scheduled on the goals for the March 21, 2016, City Council meeting.

Fiscal Effects:
None by scheduling the hearing.

Alternatives:
The Council could modify certain provision of the report or as suggested by the City Council.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "S. Nebel". The signature is fluid and cursive, with the first letter being a large capital 'S'.

Spencer R. Nebel
City Manager

CITY COUNCIL GOALS FOR THE 2016-2017 FISCAL YEAR

Introduction

The Newport City Council met in an annual goal setting session on Tuesday, February 23, 2016, beginning at 10:00 a.m. and concluding at 4:00 p.m. The meeting was held in the City Council Chambers located in City Hall at 169 SW Coast Highway. The Council reviewed the Mission Statement, heard presentations on departmental goals, and reviewed various plans and documents prior to identifying potential future goals for the City to pursue in the next fiscal year and beyond.

The City Council also discussed the visioning effort that is proposed to take place during the 2016-17 Fiscal Year. It is expected that the visioning process will redefine the Council's Annual Goal Setting process in the future. The visioning process should help focus development of longer term goals that are directed towards implementing the overall community vision.

The primary purpose of the current goal setting process is to identify priorities that the Council would like to address in the upcoming budget for the City of Newport. This is the basis for the recommendations that will follow in this report.

Throughout the course of the Goal Setting Session, Councilors identified various projects or goals that the City Council would like considered in the upcoming budget for this next fiscal year. These issues were noted on 5 x 8 index cards by each Councilor. Once the cards were collected they were organized into various groupings for the Council's review. Councilors were provided with 14 stickers, which could be placed on 14 items that were identified through the course of the work session to determine overall Council priorities. Those items that were identified by 3 or more Councilors as a priority have been included as Council Goals for the 2016-2017 fiscal year. Other ideas mentioned during the Goal Setting Session are listed for informational purposes only. Please note that the specific goals of the City Council may include some goals that were identified as priorities by the departments. At the March 7, 2016, City Council meeting, the Council will formally will proposed goals for the 2016-17 Fiscal Year, and requested public comments on the proposed goals. On March 24, 2016, following a public hearing, the City Council will adopt the Departmental Goals and the City Council proposed goals.

As part of the upcoming budget process, the budget message from the City Manager will detail how the Council goals have been addressed, or not addressed in the proposed budget for the fiscal year beginning July 1, 2016 and ending June 30, 2017. The Budget Committee can evaluate the City Manager's proposed budget and make any modifications to reflect the wishes of that body. This will also include any ongoing goals from the 2015-16 Fiscal Year.

Review of the 2015-16 Fiscal Year City Council Goals

The 2015-16 Fiscal Year has been a transformative year for the City of Newport. Many public improvements are taking place along the US 101 corridor in South Beach addressing Safe Haven Hill, access to the OMSI property, improvements to Ferry Slip Road, implementation of neighborhood refinement plans, and other projects that are part of the Urban Renewal District for South Beach.

Camp Gray is in process of being completed by OMSI west of US 101. Furthermore, Oregon State University continues to move forward with planning for an undergraduate campus that will ultimately house 500 students in conjunction with the Hatfield Marine Science Center. This effort by OSU will have a significant impact on the City by expanding both Newport's university student population, as well as adding faculty and support staff who will work in Newport. With these additions, the Marine/Science sector of Newport's economy will continue to grow.

Discussions have been taking place regarding the regional role that the Newport Municipal Airport could play for the future on the Central Oregon Coast. In addition, discussions have also taken place on the best way to operate the airport. Work is underway on the construction of the Aquatic Center adjacent to the City's Recreation Center. This facility should be completed by the end of 2016. In conjunction with OSU and other identified priorities, discussions have been ongoing on how to address workforce housing within the City of Newport. The City is proceeding with a \$1.5 million retrofit to the City's main Fire Hall funded entirely by grant resources later this year.

From a planning standpoint, the City created two new Urban Renewal Districts in 2015, the North Side Urban Renewal District and McLean Point Urban Renewal District will capture any growth of property tax revenue from incremental growth in taxable value with those funds remaining within the districts to create improvements that will improve the overall economic conditions of the City of Newport. Urban Renewal Districts of the past have created much of the infrastructure in the City of Newport that is now iconic such as the Boardwalk on the Bay Blvd, PAC VAC, and the Recreation Center. Urban Renewal also facilitated many of the improvements in South Beach that facilitated NOAA's relocation to Newport.

Also in 2015, the local regulation and management of recreational marijuana and fluoridation of City's water required extensive discussions with new regulations adopted for recreational marijuana and a decision to place fluoridation on the May ballot.

Significant headway has been made on a number of critical infrastructure projects including the 71st Street Water and Pump Station project, increasing water availability and fire flows to the Agate Beach area, inter-tie of the City's water system with the Seal Rock Water District, Big Creek Wastewater forced main and lift station projects, Street and Bike path construction in South Beach, the initiation of construction of a New Aquatics Center, and many other smaller improvements. Progress is being made!

During this past fiscal year, staff dealt with a number of unusually and unanticipated issues as well. Severe weather conditions in December resulted in a number of issues ranging from slides, damage to sanitary sewer systems, road issues, and destruction of private property. With the recently declared Federal Disaster for these events, the City will be involved in a substantial amount of record keeping in order to make any claims for reimbursement for public expenses that resulted during the declared emergency. Furthermore, the City will be continuing to work for any opportunities for assistance to the home owners on NE 70th Drive.

Also in December, the City Police Department had to use potentially deadly force to address a situation on U.S. 101. While this did not result in the death of an individual, it did lay out an extensive process

of review and evaluation by the District Attorney who found that the use of force was justified and also resulting in an internal review of this matter as well.

In addition to the items outlined above, during the first seven and a half first months of the fiscal year, the status of the goals established by the City Council for the 2015-16 Fiscal Year are as follows:

15.1.0 City Operations

15.1.1 Create an online dashboard that would include the financial reporting on project costs and schedules for Public Works projects (3). Status: Ongoing

Finance, Engineering, and I have met on a number of occasions to move this effort forward. The initial review indicated some fundamental issues needed to be resolved in order to have the project information tie into the City's financial software. This has been completed. We currently can run a complete appropriation to expenditure report for all projects. One challenge for presenting financial reports on projects that extend across fiscal years is that Oregon Budget Law requires tracking over a fiscal year while project management focuses on the project from start to finish. This requires tracking revenues and expenditures on a different basis than a fiscal year. We are currently working to add additional information for a report that can be produced for the Council that will show completion dates for contracted projects as well as contracted amounts. Once we have this information refined and corrected, we will be able to post this information online for public information as well as report regularly with our financial reports to the City Council on the status of these projects. Tim Gross has also assigned our new Project Manager to look at project management software which will help with the tracking and reporting of projects as well. This could result in a modification of the project report that we have developed to date.

15.1.2 Proceed with the discussion of regionalization of the Newport Municipal Airport with various stakeholders (3). Status: Completed

The Regional Airport Review Task Force began meeting in July and held their last meeting on February 17, 2016. Their report will be provided to the City Council, Airport Committee, and to the Public Advisory Committee on the development of the Airport Master Plan in March 2016.

15.2.0 Facilities & Infrastructure

15.2.1 Install Street lights for the Newport Library (5). Status: Ongoing

Funds were allocated, in the amount of \$50,000, for this purpose. At the request of the Library Director, the Budget Committee shifted this funding for the renovation of the elevator at the Library. This change was adopted by the City Council. There will be a new request in 2016-17 Fiscal Year.

15.2.2 Proceed with the replacement of an HVAC system at City Hall (3). Status: Ongoing

In the budget, funds were provided for the engineering and architectural services for this project. Engineering anticipates having a contract for the design of this system which will be placed under the existing roof of City Hall to increase the longevity of the HVAC system. It is anticipated that an architect will be under contract in the next two months.

15.2.3 Move forward with Stage 2 of the Library Strategic Plan (3). Status: Completed

\$150,000 was appropriated for the creation of a teen space at the Library. Of this amount, \$100,000 is being paid for by the Library Foundation with the City committed \$50,000 for this project. Work is currently underway to complete the teen room.

- 15.2.4** Develop a long-term financing plan for City facilities and begin funding that plan (3). Status: Ongoing

The development of this plan will need to be outsourced due to time commitments and expertise. Will include a budget number to embark on this type of facilities planning as part of the 2016-17 fiscal year budget.

15.3.0 Community Development

- 15.3.1** Pursue City beautification.

15.3.1.1 Pursue City beautification with flower plantings. Status Ongoing

15.3.1.2 Implement stronger code enforcement. Status Ongoing

15.3.1.3 Proceed with annexation of certain South Beach properties. Status: Ongoing

15.3.1.4 Make modifications to the billboard ordinance (6). Status: Ongoing

This is a multi-part goal. In the area of maintenance, the Council budgeted additional contractual labor to help better maintain the existing park, trails, and bathrooms at a higher level than before. Please note that current staffing for these activities is through park maintenance/custodial. Also the City and Library have contracted for maintenance services due to the limitations of time our in-house staff have for this purpose. The Council will need to explore increasing contractual services and staffing to make a more significant impact on beautification projects.

A new Urban Renewal District was formed north of the Yaquina Bay Bridge that will generate funding in the future for streetscape enhancements, benches, public art, and billboard removal. How the funds can best be utilized will be determined with future City-wide and neighborhood specific planning efforts. Utility undergrounding is underway in South Beach along SW Abalone Street and is being planned for US 101 between the bridge and 35th Street and along SE Ferry Slip Road. Once finished, that work will significantly improve the streetscape in the area. Community Development has a limited role in code enforcement, as much of that is handled by the community service officer who works out of the Police Department. That said, the Department has actively coordinated with the Police Department to resolve nuisance issues, enforce sign codes to reduce clutter (e.g. the northwest corner of Harney and US 20) and enforce building codes to resolve public health and safety issues. A work session will be held on annexation issues later this spring.

- 15.3.2** Proceed with an update of the City of Newport's Parks Master Plan (5). Status: Ongoing

Partial funding was included in the 2015-16 budget. There will be a request to fund the balance in the 2016-17 Fiscal Year budget so this effort will proceed as outlined in last year's proposed budget.

- 15.3.3** Make a concerted local effort, involving the building owners and lot owners in the City Center to repair their buildings (3). Status: Ongoing

The new urban renewal district north of the Yaquina Bay Bridge includes the City Center area. Funding for a business façade improvement loan/grant program is an eligible project. The City is embarking on a community visioning effort, which will inform a subsequent refinement planning process that will focus on the transportation network and buildings of the downtown area. This will provide business owners with important information so that they can make long term investment plans, and should align nicely when urban renewal funding will be available (2019-2026 timeframe).

- 15.3.4** Encourage economic development by being friendly to small businesses and finding ways to make Newport a better place for small business success (3). Status: Ongoing

The Community Development Department worked with key stakeholders to update the Nye Beach Design Guidelines, eliminating ambiguous language making it easier for business owners to understand the rules they need to follow for new development or when they are expanding businesses. The Community Development Department extended access to building services to 7 days a week, will be assuming mechanical permitting from the County within the Newport City limits (providing one stop shopping for permits), and is going live with ePermitting this spring so that businesses can submit applications and in some cases obtain permits online without having to drive to City Hall. Lastly, the Community Development Department issued 182 building permits in calendar year 2015 with a total construction value of \$21,957,649. This is on par with pre-recession levels of permit activity (e.g. 2006/2007) and is a 19% increase over the number of permits issued last year. Land use actions, where owners or businesses obtain approvals for new development, were similarly up over last year's numbers with 67 approvals being issued (a 76% increase). All of these permits were issued within established review timelines with only two appeals (one building and one land use), both of which were upheld.

- 15.3.5** Create a larger more prominent display for Coast Guard memorabilia within the City of Newport (3). Status: Ongoing

There has not been any significant work on this initiative so far this fiscal year. We will have a report for the Council consideration by May on this matter.

15.4.0 Public Safety

- 15.4.1** Pursue the hiring of a Fire Prevention Officer/Emergency Manager (6). Status: Completed

As part of the proposed budget, I did not recommend funding for this position however as part of the Budget Committee discussions when the school was not able to partially fund a school resource officer position, at a staff level we recommended the creation of an emergency coordinator and cost center. This position is currently being advertised and it is anticipated that the position will be filled by April.

- 15.4.2** Assign to the LINT Team (4). Status: Dropped

As part of the development of the budget, I did not recommend funding for a new position designed specifically for the LINT Team. The department was willing to consider naming one of the existing positions to the LINT Team once the department staffing situation stabilized. Since that time the LINT Team has disbanded.

- 15.4.3** Jointly fund a School Resource Officer with Lincoln County Schools (4). Status: Ongoing

At budget time, this position was funded assuming 50% of the funding would come from the school district. The schools were not able to fund this position and as a result those funds were shifted over to help create an emergency coordinator position as described earlier. Ongoing discussions are being held by the schools.

2016-2017 City Council Goals

The Goals prioritized by the City Council are identified by the numbered items (i.e. 1.1, 1.2). The number within parentheses indicates the number of Councilors who identified this item as a priority in the Goal Setting process. Goals indicated with "C" have been included by consensus.

16.1.0 Personnel

- 16.1.1** Pursue funding to create a deputy City recorder position (5).

- 16.1.2** Pursue designation of a police officer as a canine officer and acquirer a new dog (5).

- 16.1.3** Maintain funding for an assistant planner in the Community Development Department (4).

16.1.4 Increase resources for the Finance Department to proceed with project management tracking (4).

Other items identified by the Council during the goal setting session but not prioritized as goals:

- Make employee safety officer a full time position (1).
- Create a drug detective position (1).
- Hire fire prevention officer (1).
- Create a traffic enforcement officer (1).
- Provide financial support for volunteer recruitment (1).
- Hire an HR assistant.
- Increase funding for the training for the Public Works Department relating to reorganization (2).

16.2.0 Human Resources

16.2.1 Conduct a comprehensive review of all job descriptions of City employees and then complete a salary study for all employees of the City(C).

16.2.2 Pursue a comprehensive reorganization of the Public Works Department (C).

Other Items Identified by the Council during the Goal Setting Session but not prioritized as goals:

- Fund additional Public Works employees (2).
- Fund a preparedness guide book (1).
- Continue focus on training in the Police Department (1).
- Create a City wide safety training calendar (1).
- Implement photo ID badging for all City employees.
- Cross train Public Works employees on various jobs to create a higher level of proficiency.
- Provide funding for safety fairs.
- Continue funding for safety including jackets, vest, safety glasses, gloves, etc.

16.3.0 Community Development

16.3.1 Complete a comprehensive parking study for the Bayfront, City Center, and Nye Beach(C).

16.3.2 Complete a review of the system development charges for the City of Newport (C).

16.3.3 Review the roles and functions of City advisory committees (C).

16.3.4 Secure the second half of funding so that a Parks Master Plan can be initiated in the 2016-17 Fiscal Year (4).

16.3.5 Develop a mountain bike trail system on reservoir property which would also include a walking trail with disability/wheelchair access (3).

16.3.6 Investigate relocating National Guard Armory to the airport/South Beach (3).

16.3.7 Promote housing for all income levels, incorporating the requirements for smart growth and livability (3).

Other items identified by the Council during the goal setting session but not prioritized as goals:

- Evaluate alternative bridge location when replacement of the Yaquina Bay Bridge is required (2).
- Explore alternative crossing methods of Yaquina Bay (1).
- Implement a Tree Master Plan (1).
- Work with Fred Meyer to establish a gas station in Newport (1).
- Inventory City properties.

- Construct a new flag pole monument in front of City Hall
- Complete the bicycle pump track.

16.4.0 Capital Outlay

- 16.4.1** Review operations and plan for the start-up of the new Aquatic Center in conjunction with the Recreation Center (C).
- 16.4.2** Make improvements to the Betty Wheeler Field to address drainage problems (3).
- 16.4.3** Conduct a seismic study of the airport runways and facilities (3).
- 16.4.4** Develop parking for the City Hall Campus to address the pool, 60+ Center, Police, and Farmers Market needs (3).
- 16.4.5** Continue with reinvesting to renew the City's infrastructure (C).

Other Items Identified by the Council during the Goal Setting Session but not prioritized as goals:

- Upgrade firearms range building and firearms training equipment (2).
- Extend water and sewer services for economic and land development around the airport (2).
- Prioritize the capital improvement projects including a more comprehensive review of project schedules (2).
- Repair City clock and Landscaping around the clock (2).
- Install flashing lights on all crosswalks on 101(2).
- Complete the Fire Hall seismic retrofit (1).
- Fund demolition of the former wastewater building to be used as a safety and training site for the Fire Department (1).
- Refurbish the fuel farm (1).
- Pursue and acquisition with AIP Funding at the airport.
- Complete Airport Master Plan.
- Provide financial support for annual fly in event at the airport.
- Develop shovel ready plans for infrastructure upgrades at the airport.
- Support grant application for automatic weather observation system and pilot repeater.
- Coordinate with ODOT on the design and construction of the of the SW 35th Street intersection.
- Develop a pavement management program and funding mechanism.
- Gracefully retire the old swimming pool.

16.5.0 Equipment

- 16.5.1** Install four security cameras at the Library (3).

Other Items Identified by the Council during the Goal Setting Session but not prioritized as goals:

- Obtain a back-up generator for the Agate Beach Fire Station (2).
- Update security systems in IT (2).
- Install a permanent camera system in City Hall for broadcasting meetings (1).
- Install security cameras for all city facilities inside and outside (1).
- Purchase three-day survival kits for city employees to use if they are working during a natural disaster (1).
- Purchase gas monitors in addition to other safety equipment (1).
- Update registration of software for the management of the recreational facilities (1).
- Update for laptops for the Library (1).
- Provide additional financial support for IT.

- Replace the Parks and Recreation vehicle.
- Purchase a new canine car for the Police Department.
- Install speed monitoring on school access routes.
- Have survival kits for three days in all City vehicles.
- Replace SCVA units for the Fire Department.
- Replace Microphone covers in the Council Chambers.
- Replace chairs seats in the Council Chambers.

16.6.0 Operations

16.6.1 Undertake a comprehensive sewer and water rate study (C).

16.6.2 Review and write comprehensive water and sewer policies (C).

Other Items Identified by the Council during the Goal Setting Session but not prioritized as goals:

- Reestablish City Newsletters (Quarterly) as an enclosure in the water/sewer bill (2).
- Implement a \$.5 gas tax year round for the paving of gravel roads in the City (2).
- Review all City fees to make to it more friendly for development (1).
- Reestablish funding for non-profit (social service) agencies that provided services within the City (1).
- Review and rewrite the City's investment policy (1).
- Work to develop clear policies relating to public lighting, trees and sidewalks (1).
- Reestablish community and neighborhood watches.
- Create a facilities budget cost center.
- Fund historical records preservation.

Vision 2040

This fall the City Council accepted a report from the Community Visioning Work Group to initiate a comprehensive community visioning effort later in 2016. After accepting the report, the City Council appointed a steering committee to develop a request for proposals (RFP) for consultants to facilitate the community visioning process for the greater Newport area. It is expected that this visioning process will incorporate the views of many key stakeholders located within the City of Newport to develop a long term vision to help guide future development and policies in the community. This will include outreach efforts to all community stakeholders including those who do not normally interact with local government. The key provisions of this report are outlined below:

Community Vision

A vision for the City of Newport should create broad aspirational descriptions of the quality of life that the community desires in the future. These concepts can be divided into several appropriate categories and should serve as the long-term target for future planning efforts, particularly as the Comprehensive Plan is updated. In order for a vision to be sustainable, it needs to be based on a statement of values, and in the forefront of future city decision making processes. Furthermore, a vision needs to be revisited on a regular basis. The community vision should be the focus of annual goal setting sessions and appropriations processes to continue to determine specific steps for reaching the city's vision.

Guiding Principles for the Visioning Process

The Work Group identified several guiding principles for this undertaking.

1. Encourage the community to thoroughly participate and engage.

2. Engage Greater Newport Area participants, respecting all perspectives and opinions.
3. Establish a value based approach to addressing complex issues.
4. Strengthen relationships between community leaders and citizens.

Geography

The Work Group felt that the visioning process should go beyond the current city limits and current urban growth boundaries and encompass the Greater Newport Area.

Vision Target

Traditionally, a community visioning project will identify a target year in which to focus the visioning effort. The Work Group discussed a range of years from 20 years to 50 years. The Work Group recommends that a Greater Newport Area visioning process focus on 2040.

Stakeholders

A successful visioning process will include participation by many different groups and individuals within the Greater Newport Area. The Work Group has identified a list of participants that should be included in the community visioning process.

Potential Topic Areas of a Community Visioning

A community vision should focus on a number of key areas that will be defined as part of the visioning process, for example, they may include, but not be limited to:

- Education
- Health
- Environment
- Economic Development
 - Tourism
 - Research/Science
 - Commercial Fisheries
 - Governmental (NOAA, US Coast Guard, OSU, EPA, and others)
 - Industrial development
- Maritime commerce
- Infrastructure
- Transportation
- Maritime
- Safety/Disaster Preparedness
- Neighborhoods and Districts
- Arts
- Culture
- History
- Recreation
 - Sport fishing

Engagement Tools

The visioning process needs to facilitate broad participation and reach populations not previously reached, including, but not limited to:

- Collection of organizational visions from other community groups (i.e. schools, Port, OSU, etc.)

- Public opinion surveys
- Stakeholder's surveys
- Focus group discussions
- One on one interviews (personal, phone)
- Use of existing advisory boards and committees
- Participation by other governmental entities
- A speaker's bureau
- Community events
- Youth events
- Public meetings
- Online interaction (Including Websites, social media)
- Newsletters
- Media
- Multicultural outreach using translation services
- Community celebrations focused on the visioning process
- Other similar means to involve the community

Outcomes of Visioning Process

The Work Group defined four desired outcomes critical for the success of the visioning effort, including: vision; core values; realistic strategies to guide sustainable and ongoing implementation; local public engagement building community capacity. This process will create mechanisms to ensure that the community vision becomes a primary consideration of all future planning, updates to the Comprehensive Plan, and the annual appropriations process by the city and other organization to ensure that efforts are moving the community in the necessary direction to fulfill the visionary concepts identified through this process. A key component of the visioning process will be to identify these mechanisms to ensure that the vision will in Newport's future.

1. Mission
2. Core values
3. Realistic strategies to guide sustainable and ongoing implementation
4. Local public engagement building community capacity

Timetable

A comprehensive visioning process will likely take year to complete. The Visioning Steering Committee developed a comprehensive RFP. Proposals are due to the City of Newport on March 4, 2016. The Steering Committee will then conduct a review of the proposals received and likely conduct interviews of the firms to determine who will provide the best services for conducting a community wide visioning effort. It is anticipated that the visioning process would be initiated by summer 2016 and completed early in 2017. The approved vision would then be available to begin guiding the City of Newport, including future goal setting sessions to work towards the realization of the community vision.

A properly executed visioning process should provide the framework for development of longer term goals that will be reviewed on an annual basis and modified as necessary from time to time. This will provide great continuity from year to year to allow the Council, staff, advisory boards, and community to focus on longer term strategies to implement various aspects of the community vision. This will be an

2016-2017 Goals

exciting process and will give the community an excellent opportunity to play a meaningful role in carving out the vision for the future of the greater Newport area.

Attachments

Attached to this report are the departmental goals for 2016-17 Fiscal Year.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "S. R. Nebel".

Spencer R Nebel, City Manager

CITY MANAGER'S REPORT AND RECOMMENDATION



Agenda #:9.A.
Meeting Date: 3-7-16

Agenda Item: Approval of Purchase of a 2016 F550 Crew Cab Service Truck for the Water Distribution Department

Background:

The Public Works Department - Water Distribution Division scheduled the replaced of this vehicle in the current fiscal year budget. The purchase is being conducted under the State Bid Program for a cost of \$65,214 less trade-in value bringing the purchase price to \$56,964. This vehicle will replace a 2005 Chevy 3500 service truck with over 100,000 miles on that vehicle.

Recommendation:

I recommend the City Council acting as the Local Contract Review Board consider the following motion:

I move approval of the purchase of a 2016 F550 Crew Cab Service Truck for the Water Distribution Division of Public Works through the State Bid Program in the amount of \$65,214 less trade-in value \$8,250 bringing the total purchase price to \$56,964 and authorize the City Manager to sign the purchase order on behalf of the City of Newport.

Fiscal Effects:

\$75,000 was appropriated for this purchase in the current year budget.

Alternatives:

None recommended.

Respectfully Submitted,

Spencer R. Nebel
City Manager



**STAFF REPORT
CITY COUNCIL AGENDA ITEM**

Prepared by: Timothy Gross, PE, Director of Public Works/City Engineer

Title: Approval of Purchase of a 2016 F550 Crew Cab Service Truck for the Water Distribution Department

Recommended Motion:

I move to approve the purchase of a 2016 F550 Crew Cab Service Truck for the Water Distribution Department and authorize the City Manager to sign the purchase order on behalf of the City of Newport.

Background Information:

The Public Works Department/Water Distribution Division in the FT2015-16 budget appropriated \$75,000 for the purchase of a new service truck. The proposed service truck is being purchased from Power Ford under the State Bid Program at a cost of \$65,214, less the trade-in value of three trades totaling \$8,250, bringing the purchase price to \$56,964.

The new truck will replace the current 2005 Chevy 3500 service truck with over 100,000 miles, and substantial engine hours. Due to the daily use and extreme weight the truck regularly handles, the truck will require substantial maintenance soon.

Fiscal Notes:

See above.

Alternatives:

Not purchase the truck.

Attachments:

- Invoicing and Purchase Order for 2016 Service Truck

Reference # _____
GL # _____
Accounting Review _____
For Finance Dept. Only

**FISCAL YEAR 2015-2016
CAPITAL OUTLAY REQUEST
EQUIPMENT PURCHASE OR LEASE**

Please use this form for equipment items which are over \$5,000 requested for purchase and/or lease/purchase arrangements.

Date Prepared 2/5/2015
 Department Public Works / Water Distribution
 Contact Person Lanny Schulze, Water Distribution Supervisor

1 Equipment Type, Make: F550 XL Crew Cab with Utility Box & Crane

2 Number of Units Requested

3 Current Number of Similar Units

4 Description:

5 Justification: (attach additional information, if necessary)

6 Purpose of Expenditure:

<input type="checkbox"/> Scheduled Replacement	<input type="checkbox"/> New Operation
<input type="checkbox"/> Present Equipment Obsolete	<input checked="" type="checkbox"/> Increased Safety
<input checked="" type="checkbox"/> Replace Worn-out Equipment	<input checked="" type="checkbox"/> Improved Percedures
<input type="checkbox"/> Reduce Personal Time	
<input type="checkbox"/> Expanded Service	

7 Estimated Use:
 Weeks per year Days per Week Hours per Day

8 Estimated Useful Life: years

9 Cost:

	Per Unit	Total
A) Purchase Price	<input type="text" value="1.00"/>	<input type="text" value="\$75,000.00"/>
B) Plus: Installation or Other Costs	<input type="text"/>	<input type="text"/>
C) Less: Trade-in or Other Discount	<input type="text"/>	<input type="text" value="TBD"/>
Total	<input type="text" value="1.00"/>	<input type="text" value="75,000.00"/>

10 Replaced Equipment: Make and Model City Vehicle # Age (vrs) Estimated Value

A) <u>Chev. 3500 Crew Cab / Utility Box & Crane</u>	<u>#04-5</u>	<u>11</u>	<u>TBD at Trade-In</u>
B) _____	_____	_____	_____
C) _____	_____	_____	_____

11 Recommended Disposition of Replaced Equipment
 Possible Use by Other Departments Trade In Sale Scrap

12 Attachments (photos, brochures and other pertinent information)



Purchase Order

City of Newport
 169, SW Coast Hwy
 Newport, OR 97365

P.O. Date:

P.O. Number:

Company:
 Address:
 City:
 State: Zip:
 Phone:
 Fax:
 Contact Name:

Deliver To:

Company:
 Address:
 City:
 State: Zip:
 Phone:
 Fax:
 Contact Name:

Item	Description	Quantity	Unit Price	Amount
1	2016 F550 Crew Cab 4x4 Chassis and Service Body	1	\$65,214.00	\$65,214.00
Less Trades	1992 Chev Pickup	1	\$1,050.00	\$1,050.00
	2002 Ford Ranger	1	\$1,100.00	\$1,100.00
	2005 Chev Chassis	1	\$6,100.00	\$6,100.00
	Total for Trades			\$8,250.00
Total				\$56,964.00

THIS PURCHASE ORDER INCORPORATES THE TERMS ON THE REVERSE SIDE. BY ITS SIGNATURE HEREUNDER, CONTRACTOR AGREES TO PERFORM THE SERVICES/PROVIDE THE PRODUCTS DESCRIBED IN CITY'S RFP OR SOLICITATION AND VENDORS RESPONSE THERETO, ALL OF WHICH ARE ATTACHED, FOR THE FEE/AMOUNT SET FORTH THEREIN.

Fund/Dept	Line/GL Dept	Project Code	Charge Acct
601	3320	73100	\$56,964.00

Notes:

Authorizations:

[Signature]
 Department Director

Finance Director

City Manager

Contractor's Authorized Signature

Contractor's Printed Name

TERMS OF CITY'S PURCHASE ORDER

1. In the course of providing Services under this Purchase Order, Contractor may have contact with the public. Contractor will maintain good relations with the public. The City may treat the failure to maintain good relations with the public as a non-curable breach of this Purchase Order and may disqualify Contractor from future work for the City.
2. Contractor shall be compensated as described in the Purchase Order. Unless otherwise set forth in the Purchase Order, Contractor shall begin Services on the Effective Date and shall complete Services no later than such date set forth in the Purchase Order or as agreed upon in writing by the parties.
3. Contractor certifies that: (a) Contractor is an independent contractor as defined by ORS 670.700 and not an employee of City, shall not be entitled to benefits of any kind to which an employee of City is entitled and shall be solely responsible for all payments and taxes required by law. In the event that Contractor is found by a court of law or any administrative agency to be an employee of City for any purpose, City shall be entitled to offset compensation due, or to demand repayment of any amounts paid to Contractor under the terms of this Agreement, to the full extent of any benefits or other remuneration Contractor receives (from City or third party) as a result of the finding and to the full extent of any payments that City is required to make (to Contractor or to a third party) as a result of the finding. (b) Contractor is not an officer, employee or agent of the City as those terms are used in ORS 30.265. (c) No employee of the City, or any partnership or corporation in which a City employee has an interest, has or will receive any remuneration of any description from Contractor, either directly or indirectly, in connection this Agreement, except as specifically declared in writing. (d) Contractor currently has a City business license or will obtain one prior to delivering Services under this Agreement.
4. City has relied upon the professional ability and training of Contractor as a material inducement to enter into this Agreement. Contractor warrants that all its work will be performed with good workmanship and in accordance with generally accepted professional practices and standards of the industry in which Contractor operates as well as the requirements of applicable federal, state and local laws. Contractor's work will conform to the requirements of this Purchase Order. Acceptance of Contractor's work by City shall not operate as a waiver or release of this warranty. Contractor is fully liable for the acts and omissions of Contractor and Contractor's subcontractors which cause any damage, injury, death, property damage or loss to any person or property. Contractor will indemnify and defend the City, its officers, agents, employees and volunteers and hold them harmless from any and all liability, causes of action, claims, losses, damages, judgments or other costs or expenses including attorney's fees that may be asserted by any person or entity which in any way arise from, during or in connection with the performance of the work described in this Agreement. Contractor's indemnification shall also cover claims brought against the City under state or federal workers' compensation laws. If any aspect of this indemnity shall be found to be illegal or invalid for any reason whatsoever, the illegality or invalidity shall not affect the validity of the remainder of this indemnification.
5. Contractor and its subcontractors shall maintain insurance acceptable to City in full force and effect throughout the term of this Agreement. The insurance shall cover all activities of the Contractor arising directly or indirectly out of Contractor's work performed hereunder, including the operations of its subcontractors of any tier.
6. At any time and without cause, City shall have the right in its sole discretion, to terminate this Agreement by giving notice to Contractor. If City terminates the Agreement pursuant to this Section due to no fault of Contractor, City shall pay Contractor for all approved and undisputed services rendered up to the date of termination. City may modify or terminate this Agreement without cause effective upon delivery of written notice to Contractor, or at such later date as may be established by City.
7. For a period of not less than three years after City's final payment to Contractor, Contractor shall permit the City, the State of Oregon and the Federal Government (if State or Federal funding is involved) to have access to all books, documents, papers and records of Contractor which are pertinent to the Services provided hereunder for purposes of audit, examination, excerpts and transcripts. Contractor shall retain those records for at least three years, or until litigation is resolved if litigation is instituted.
8. Neither City nor Contractor shall be considered in default because of any delays in completion and responsibilities due to causes beyond the control and without fault or negligence on the part of the parties so disabled, including but not restricted to, an act of nature or of a public enemy, civil unrest, earthquake, fire, flood, epidemic, quarantine restriction, strike, freight embargo, unusually severe weather; provided that the parties so disabled shall notify the other party in writing of the cause of delay. Each party shall make reasonable efforts to remove or eliminate the cause of delay or default and shall, upon cessation of the cause, diligently pursue performance of its obligations under the Agreement.
9. Contractor agrees to comply with all applicable requirements of federal and state civil rights and rehabilitation statutes, rules, and regulations, including, but not limited to those in Exhibit A. Contractor also shall comply with the Americans with Disabilities Act of 1990, ORS 659.425, and all regulations and administrative rules established pursuant to those laws.
10. Contractor will perform additional work as may be necessary to correct errors in Services performed under this Agreement without undue delay and without additional cost.
11. The provisions of this Agreement shall be construed in accordance with the laws of the State of Oregon. Any action or suits involving any question arising under this Agreement will be brought in the appropriate court of the State of Oregon. In any action arising under this Agreement, the losing party shall pay such sum as the court may adjudge including reasonable attorney fees and court costs. Contractor shall comply with all applicable federal, state and local laws, rules and regulations, including, but not limited to, requirements concerning working hours, overtime, medical care, workers compensation insurance, health care payments, payments to employees and subcontractors and income tax withholding contained in ORS Chapter 279, some provisions of which are attached to this Agreement as Exhibit A. All Contractor's work product accomplished under this Agreement, whether in the form of designs, drawings, as-builts, diagrams, specifications, reports, or other writings, shall become the exclusive property of the City. The City is the owner of any copyrights thereto, upon City's final payment to Contractor. This writing is intended both as a final expression of the Agreement between the parties with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement.

EXHIBIT A

279B.220 Conditions concerning payment, contributions, liens, withholding. The contractor shall: 1. Make payment promptly, as due, to all persons supplying to the contractor labor or material for the performance of the work provided for in the contract. 2. Pay all contributions or amounts due the Industrial Accident Fund from the contractor or subcontractor incurred in the performance of the contract. 3. Not permit any lien or claim to be filed or prosecuted against the state or a county, school district, municipality, municipal corporation or subdivision thereof, on account of any labor or material furnished. 4. Pay to the Department of Revenue all sums withheld from employees under ORS 316.167. 5. In addition to the conditions specific in subsection 1-4 above, every public improvement contract shall contain a condition that the contractor shall demonstrate that an employee drug testing program is in place. (279C.505)

279C.515 Conditions concerning payment of claims by public officers, payment to persons furnishing labor or materials and complaints. 1. If the contractor fails, neglects or refuses to make prompt payment of any claim for labor or services furnished to the contractor or a subcontractor by any person in connection with the public improvement contract as the claim becomes due, the proper officer or officers representing a municipality, may pay such claim to the person furnishing the labor or services and charge the amount of the payment against funds due or to become due the contractor by reason of the contract. 2. If the contractor or a first-tier subcontractor fails, neglects or refuses to make payment to a person furnishing labor or materials in connection with the public improvement contract within thirty days after receipt of payment from the contracting agency or a contractor, the contractor or first-tier subcontractor shall owe the person the amount due plus interest charges commencing at the end of the ten day period that payment is due under ORS 279C.580 (4) and ending upon final payment, unless payment in ORS 279C.580. The rate of interest charged to the contractor or first-tier subcontractor on the amount due shall equal three times the discount rate on 90 day commercial paper in effect at the Federal Reserve Bank in the Federal Reserve district that includes Oregon on the date that is thirty days after the date when payment was received from the contracting agency or from the contractor, but the rate of interest may not exceed thirty percent. The amount of interest may not be waived. 3. If the contractor or a subcontractor fails, neglects or refuses to make payment to a person furnishing labor or materials in connection with the public improvement contract, the person may file a complaint with the Construction Contractors Board, unless payment is subject to a good faith dispute as defined in ORS 279C.580. 4. The payment of a claim in the manner authorized in this section does not relieve the contractor or the contractor's surety from obligation with respect to any unpaid claims.

279B.230 Condition concerning payment for medical care and providing workers' compensation. (see 279C.530 for public improvement contracts) 1. The contractor shall promptly, as due, make payment to any person, co-partnership, association or corporation furnishing medical, surgical and hospital care services or other needed care and attention, incident to sickness or injury, to the employees of the contractor, of all sums that the contractor agrees to pay for the services and all moneys and sums that the contractor collected or deducted from the wages of employees under any law, contract or agreement for the purpose of providing or paying for the services. 2. All subject employers working under the contract are either employers that will comply with ORS 656.017 or employers that are exempt under ORS 656.126. [2003 c.794 §76c].

279B.020, 279B.235; 279C.520, 279C.540 Conditions concerning hours of labor. 1. An employer must give notice in writing to employees who work on a public contract, either at the time of hire or before commencement of work on the contract, or by posting a notice in a location frequented by employees, of the number of hours per day and days per week that the employees may be required to work. 2. A person may not be employed for more than 10 hours in any one day, or 40 hours in any one week, except in cases of necessity, emergency or when the public policy absolutely requires it, and in such cases, except in cases of contracts for personal services designated under ORS 279A.055 (or 279C.100) the employee shall be paid at least time and a half pay: (a) For all overtime in excess of eight hours in any one day or 40 hours in any one week when the work week is five consecutive days, Monday through Friday; or (b) For all overtime in excess of ten hours in any one day or 40 hours in any one week when the work week is four consecutive days, Monday through Friday; and (c) For all work performed on Saturday and on any legal holiday specified in ORS 279B.020 (or ORS 279C.540). 3. In the case of contracts for personal services as described in ORS 279A.055, the contract shall contain a provision that the employee shall be paid at least time and a half for all overtime worked in excess of 40 hours in any one week, except for individuals under personal services contracts who are excluded under ORS 653.010 to 653.261 or under 29 U.S.C. 201 to 209 from receiving overtime. 4. Persons employed shall receive at least time and a half pay for work performed on the legal holidays specified in a collective bargaining agreement or in ORS 279B.020 (1)(b)(B) to (G) and for all time worked in excess of 10 hours in any one day or in excess of 40 hours in any one week, whichever is greater.

279C.830 Relating to prevailing rate of wage in public works contracts. 1. In the event this contract is a public works contract, the parties shall state in the contract the existing state prevailing rate of wage and if applicable, the federal prevailing rate of wage required under the Davis-Bacon Act that may be paid to workers in each trade or occupation required for the public works employed in the performance of the contract either by the contractor or subcontractor or other person doing or contracting to do the whole or any part of the work contemplated by the contract. When the prevailing rates of wage are available electronically or are accessible on the Internet, the rates may be incorporated into the specifications by referring to the electronically accessible or Internet-accessible rates and by providing adequate information about how to access the rates. 2. Every contract and subcontract shall contain a provision that the workers shall contain a provision that the works shall be paid not less than the specified minimum hourly rate of wage in accordance with ORS 279C.838 and 279C.840. 3. Contractor will pay to the Commissioner of the Bureau of Labor and Industries (BOLI) a fee as provided in ORS 279C.825(1). The fee shall be paid to the commissioner under the administrative rule of the commissioner. 4. Every contract for public works shall contain a provision stating that the contractor and every subcontractor must have a public works bond filed with the Construction Contractors Board before starting work on the project, unless exempt under ORS 279C.836 (4), (7), (8) or (9).

POWER FORD LINCOLN

P O BOX 360
 NEWPORT, OREGON 97365
 Phone 541 265 6686

INVOICE # W10216
DATE: 02/10/2016

Bill To: CITY OF NEWPORT

Ship To:

SALESPERSON	P.O. NUMBER	SHIP DATE	SHIP VIA	F.O.B. POINT	TERMS
DON					15 DAYS

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
ONE	2016 F550 Crew Cab 4X4 Chassis and Service Body Vin # GEB64349 Less Trades. 1992 CHEV PICKUP VIN 5KE164608 \$1050.00 2002 FORD RANGER VIN 2PA45627 \$1100.00 2005 CHEV CHASSIS VIN 5E136991 \$6100.00 \$8250.00 Credit	\$65,214.00	\$65,214.00 (\$8,250.00)
SUBTOTAL			\$56,964.00
SALES TAX			
SHIPPING & HANDLING			
TOTAL DUE			\$56,964.00

Make all checks payable to: **POWER FORD LINCOLN MERCURY**

CITY MANAGER'S REPORT AND RECOMMENDATION



Agenda #:9.B.
Meeting Date: 3-7-16

Agenda Item:

Approval of Change Order No. 3 with C&M Excavation for the SW Abalone-Brant Street Improvement Project

Background:

As was indicated at an earlier meeting, the SW Abalone-Brant Street project continues to move forward as construction continues in this area. Change Order No. 3 addresses additional earth work that was necessary to deal with several design challenges and difficulties associated with historical property line surveys in the area. The actual location of right-of-way lines required additional cut/fill work with the most significant part of the increase being \$67,919 for additional earth work. The second largest component of the change order is \$11,060 for rock and erosion matting with the balance of the work being divided in nine different work change directives for this project. The total change order is \$101,909 bring the total contract price up to \$1,667,839.85.

Recommendation:

I recommend the City Council acting as the Local Contract Review Board consider the following motion:

I move approval of Change Order No. 3 with C&M Excavation and Utilities, LLC. In the amount of \$101,909 for the SW Abalone-Brant Street Improvement Project and authorize the City Manager to execute the change order on behalf of the City of Newport.

Fiscal Effects:

\$2,174,000 was budgeted for this project in the current fiscal year. There are sufficient funds to cover this change order.

Alternatives:

None recommended.

Respectfully Submitted,

Spencer R. Nebel
City Manager



**STAFF REPORT
CITY COUNCIL AGENDA ITEM**

Prepared by: Jayson Buchholz, P.E. Senior Project Manager, City of Newport Public Works

Title: Approval of Change Order No. 3 with C&M Excavation for the SW Abalone-Brant Street Improvement Project

Recommended Motion:

I move to approve Change Order No. 3 with C&M Excavation and Utilities, LLC. in the amount of \$101,909.00 for the SW Abalone-Brant Street Project and authorize the City Engineer to execute the change order on behalf of the City of Newport.

Background Information:

The Abalone-Brant Street Improvement Project has encountered several design challenges along the way due to difficulties associated with historical surveys in the South Beach area. Locations of right of way lines and the amount of cut/fill required for the project has resulted in a significant amount of field fitting and a large excavation quantity change. The addition of a driveway on SW Brant St at the property owner's request, additional catch basins for drainage and permanent erosion control measures have also resulted in the necessity of this Change Order.

Fiscal Notes:

In Fiscal Year 2015-16, \$2,174,000 was budgeted for the SW Abalone-Brant Street Project. There are sufficient funds appropriated this fiscal year to accommodate this change order.

Original contract price = \$1,489,814.00

Contract price increase from previously approved Change Orders = \$76,116.85

Increase of this Change Order = \$101,909.00

Total contract price incorporating this Change Order = \$1,667,839.85

Alternatives:

N/A

Attachments:

- Change Order No. 3 with C&M Excavation for the SW Abalone-Brant Street Improvement Project



Change Order No. 3

Issued By: _____

Date of Issuance: January 27, 2016

Effective Date: 1/28/16

Owner: City of Newport

Owner's Contract No.: 2014-002

Contractor: C&M Excavation & Utilities, LLC.

Contractor's Project No.:

Engineer: Civil West Engineering Services, Inc.

Engineer's Project No.: 2302-027

Project: Newport Abalone and 30th Roadway Improvements

Contract Name: Newport Abalone and 30th Roadway Improvements

The Contract is modified as follows upon execution of this Change Order:

Description: This change order contains the following items:

- WCD 14 – Added time (no 2nd mobilization)
- WCD 15 – Add catch basin at Sta. 2+00, connect to basin at 1+33 on 27th street.
- WCD 16 – Parking Stalls/Brant updates
- WCD 17 – Dirt Logic added fee
- WCD 18 – Curb changes
- WCD 19 – Extra grading
- WCD 20 – Time extension to critical path (To address time changes through this change order date)
- WCD 21 – Protect V-ditch
- WCD 22 – Add "acorn" light at NW Corner of 30th/Brant
- WCD 23 – Add CB at SE corner of Brant & 30th, pipe to MH on 30th
- WCD 24 – Additional driveway on Brant

Time changes through the date of this change order have been discussed and agreed upon, resulting in a new Substantial Completion date of March 24, 2016. All time changes after this date will be addressed through subsequent change procedures.

Attachments: WCDs with backup estimates, descriptions

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>1,489,814.00</u>	Original Contract Times: Substantial Completion: <u>January 7, 2016</u> Ready for Final Payment: <u>February 6, 2016</u> days or dates
[Increase] [Decrease] from previously approved Change Orders No. <u>0</u> to No. <u>2</u> : \$ <u>76,116.85</u>	[Increase] [Decrease] from previously approved Change Orders No. <u>1</u> to No. <u>2</u> : Substantial Completion: <u>10</u> Ready for Final Payment: <u>10</u> days
Contract Price prior to this Change Order: \$ <u>1,565,930.85</u>	Contract Times prior to this Change Order: Substantial Completion: <u>January 17, 2016</u> Ready for Final Payment: <u>February 16, 2016</u> days or dates
[Increase] [Decrease] of this Change Order: \$ <u>101,909.00</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>49</u> Ready for Final Payment: <u>49</u> days or dates
Contract Price incorporating this Change Order: \$ <u>1,667,839.85</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>March 24, 2016</u> Ready for Final Payment: <u>April 23, 2016</u> days or dates

RECOMMENDED:		ACCEPTED:		ACCEPTED:	
By: <u><i>Aaron Collett</i></u>	By: _____	By: <u><i>William D. Gross</i></u>	By: _____	By: _____	By: _____
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)			
Title: <u>Aaron Collett PE/PM</u>	Title: <u>Mr. Timothy Gross – Director</u>	Title: <u>Member</u>	Title: _____	Title: _____	Title: _____
Date: <u>2-17-16</u>	Date: _____	Date: <u>2/18/16</u>	Date: _____	Date: _____	Date: _____

Approved by Funding Agency (if applicable)

By: _____ Date: _____

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Issued By: MJR

Effective Date: 01/06/16

Date of Issuance: January 6, 2016

Owner: City of Newport

Owner's Contract No.:

Contractor: C&M Excavation & Utilities, LLC.

Contractor's Project No.:

Engineer: Civil West Engineering Services, Inc.

Engineer's Project No.: 2302-027

Project: Newport Abalone and 30th Roadway Improvements

Contract Name: Newport Abalone and 30th Roadway Improvements

Contractor is directed to proceed promptly with the following change(s):

Description: The Contractor requested a 10 day time extension or payment for a 2nd curb mobilization (WCD 13) to either pour curb in two phases or wait and pour with one mobilization. The City prefers to provide a 10 day extension rather than pay for a second mobilization.

Attachments: [List documents supporting change]
Contractor letter referencing time.

Purpose for Work Change Directive:

Directive to proceed promptly with the Work described herein, prior to agreeing to changes on Contract Price and Contract Time, is issued due to: [check one or both of the following]

- Non-agreement on pricing of proposed change.
- Necessity to proceed for schedule or other Project reasons.

Estimated Change in Contract Price and Contract Times (non-binding, preliminary):

Contract Price \$ 0.00 [increase] [decrease].
 Contract Time 10 days [increase] [decrease].

Basis of estimated change in Contract Price:

- Lump Sum
- Cost of the Work
- Unit Price
- Other

RECOMMENDED:
 By: [Signature]
 Engineer (Authorized Signature)

AUTHORIZED BY:
 By: [Signature]
 Owner (Authorized Signature)

RECEIVED:
 By: [Signature]
 Contractor (Authorized Signature)

Title: Aaron Collett (PE/PM)
 Date: 1-6-16

Title: Mr. Timothy Gross – Director of Public Works/ City Engineer
 Date: 1/8/15

Title: MEMBER
 Date: 1/07/16

Approved by Funding Agency (if applicable)

By: _____ Date: _____
 Title: _____

Issued By: _____

Effective Date: 01/20/16

Date of Issuance: January 20, 2016

Owner: City of Newport

Owner's Contract No.:

Contractor: C&M Excavation & Utilities, LLC.

Contractor's Project No.:

Engineer: Civil West Engineering Services, Inc.

Engineer's Project No.: 2302-027

Project: Newport Abalone and 30th Roadway Improvements

Contract Name: Newport Abalone and 30th Roadway Improvements

Contractor is directed to proceed promptly with the following change(s):

Description: Add catch basin at Sta. 2+00, connect to basin at 1+33 on 27th street.

Attachments: [List documents supporting change]
Contractor CPR 5.

Purpose for Work Change Directive:

Directive to proceed promptly with the Work described herein, prior to agreeing to changes on Contract Price and Contract Time, is issued due to: [check one or both of the following]

Non-agreement on pricing of proposed change.

Necessity to proceed for schedule or other Project reasons.

Estimated Change in Contract Price and Contract Times (non-binding, preliminary):

Contract Price \$ 5,018.00 [increase] [decrease].

Contract Time 1 days [increase] [decrease].

Basis of estimated change in Contract Price:

Lump Sum

Unit Price

Cost of the Work

Other

RECOMMENDED:
By: 
Engineer (Authorized Signature)

AUTHORIZED BY:
By: 
Owner (Authorized Signature)

RECEIVED:
By: 
Contractor (Authorized Signature)

Title: Aaron Collett (PE/PM)

Title: Mr. Jason Buchholz – Senior Project Manager

Title: 

Date: 1-20-16

Date: 2-11-16

Date: 2/11/16

Approved by Funding Agency (if applicable)

By:

Date:

Title:

Change Proposal Request

C&M Excavation & Utilities, LLC

Project Name:	<u>Abalone&30th</u>	CPR #	<u>(5)</u>
Owner:	<u>City of Newport</u>	Date:	<u>12/23/2015</u>
Owner's Cont. No.:	<u>2302-027</u>	Consultant:	<u>Civil West</u>
Contractor:	<u>C&M Excavation</u>	Project No:	<u>2302-027</u>
Date Sent to Contractor:	<u>12/14/2015</u>	Date Received from Contractor:	<u>12/23/2015</u>

Initiated By: Engineer / Consultant Owner Contractor

This CPR applies to or is related to the following:

Drawing No(s):	C108	Spec Section:	Storm System
RFI No:	NA	Other:	NA

Attention: The following change in the contract on this project is proposed. Work shall not commence until authorized by the Owner. All work shall be performed in accordance with the terms, stipulations, and conditions of the original Contract Documents. The amount of the Change Proposal Request constitutes full compensation to the Contractor for all direct, indirect, delay impacts and all other cost and damages whether known or unknown, arising from or relating to the subject matter of this Change Proposal Request. Except as modified by this CPR the basic contract terms shall remain in full force and effect.

Change Proposal Description: Storm Piping + Basin
Add Catch Basin (27 th) at Approximate Station 2+00 Connect added Basin to Basin at Approximate Station 1+33
Cost Increase: 12" Storm Pipe 67LF @ 54.00 = \$3,618.00 (unit price) Catch Basin 1 EA @ 1400.00 = \$1,400.00 (unit price)

<u>Contract Time</u>	<u>Contract Amount</u>
Change in Contract Times:	Change in Contract Price:
Substantial Completion: 1 Days	\$ 5,018.00
Final Completion: 0 Days	

Engineer / Consultant	<u>Aaron Collett</u>	
	<i>(Engineer/Consultant)</i>	<i>(Date)</i>
Contractor Action	<u>Bill Sproul</u>	<u>12/23/15</u>
	<i>(C&M Excavation)</i>	<i>(Date)</i>
Owner Action	<u>Melissa Roman</u>	<u>12/14/15</u>
	<i>(City of Newport)</i>	<i>(Date)</i>

Bill Sproul

From: Melissa Roman <M.Roman@NewportOregon.gov>
Sent: Monday, December 14, 2015 10:11 AM
To: 'acollett@civilwest.com'
Cc: 'Bill Sproul'; 'Brian Turner'
Subject: Additional CB & Pipe 27th ST
Attachments: Revised Sheet C108 Additional CB.pdf

Hi, Bill,

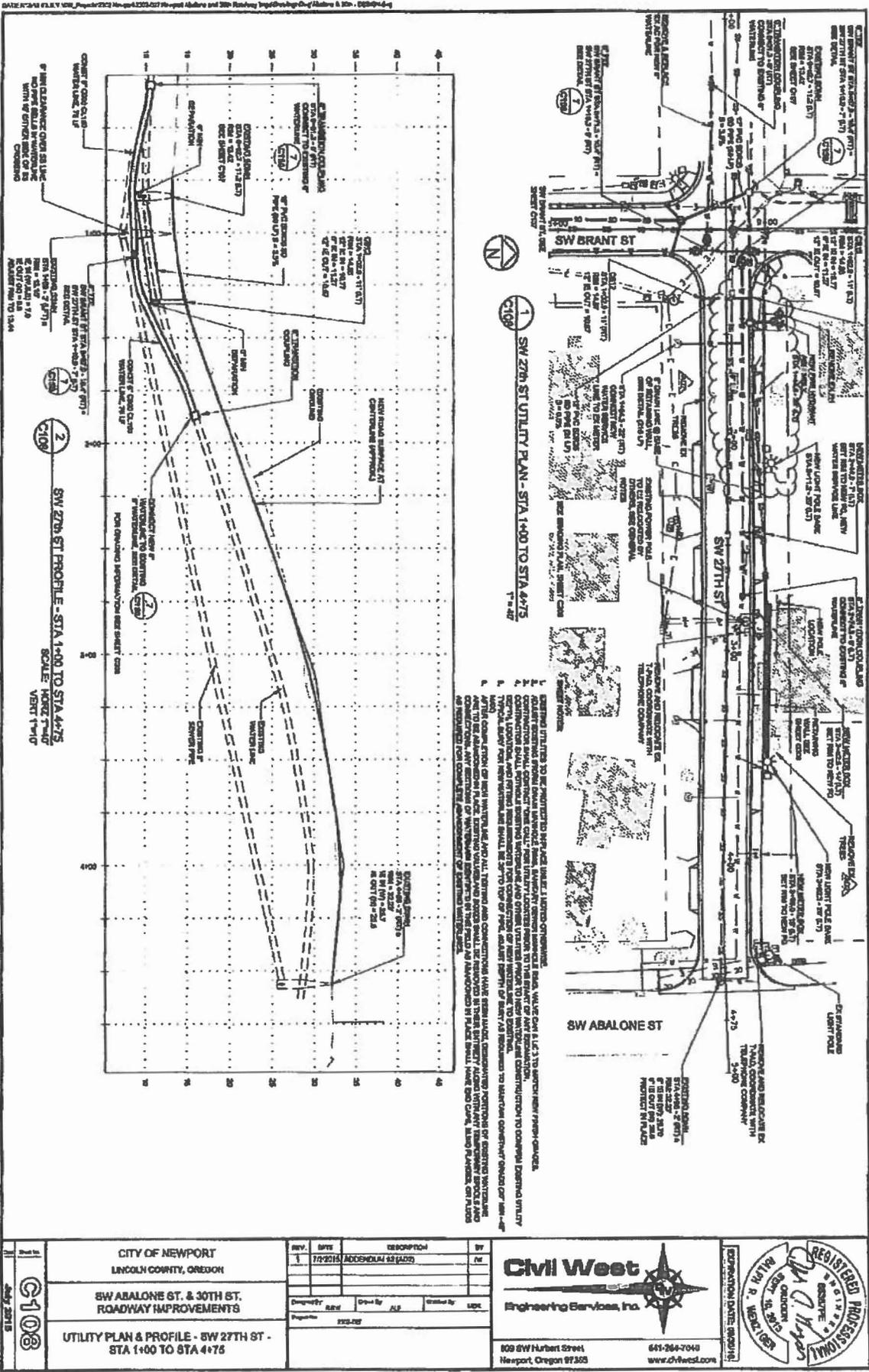
In all the confusion on 27th, I think the additional catch basin has continued to get lost in the paperwork. Would you please provide a price for one additional catch basin and the pipe to connect it to the catch basin on the corner?

Aaron,

When we get the pricing information, would you please prepare a WCD for the additional work?

Melissa

Aaron Collett



1. EXISTING UTILITIES TO BE PROTECTED BY SHIELDING AND 1' MINIMUM COVERINGS.
2. EXISTING UTILITIES TO BE PROTECTED BY SHIELDING AND 1' MINIMUM COVERINGS.
3. EXISTING UTILITIES TO BE PROTECTED BY SHIELDING AND 1' MINIMUM COVERINGS.
4. EXISTING UTILITIES TO BE PROTECTED BY SHIELDING AND 1' MINIMUM COVERINGS.
5. EXISTING UTILITIES TO BE PROTECTED BY SHIELDING AND 1' MINIMUM COVERINGS.
6. EXISTING UTILITIES TO BE PROTECTED BY SHIELDING AND 1' MINIMUM COVERINGS.
7. EXISTING UTILITIES TO BE PROTECTED BY SHIELDING AND 1' MINIMUM COVERINGS.
8. EXISTING UTILITIES TO BE PROTECTED BY SHIELDING AND 1' MINIMUM COVERINGS.
9. EXISTING UTILITIES TO BE PROTECTED BY SHIELDING AND 1' MINIMUM COVERINGS.
10. EXISTING UTILITIES TO BE PROTECTED BY SHIELDING AND 1' MINIMUM COVERINGS.

<p>CITY OF NEWPORT LINCOLN COUNTY, OREGON</p> <p>SW ABALONE ST. & 30TH ST. ROADWAY IMPROVEMENTS</p> <p>UTILITY PLAN & PROFILE - SW 27TH ST - STA 1+00 TO STA 4+75</p>	<p>REV. DATE DESCRIPTION</p> <p>1 7/7/2015 ADD SCHEDULE 62 (ADD)</p>	<p>Civil West Engineering Services, Inc.</p> <p>109 SW Hubert Street Newport, Oregon 97365</p> <p>641-264-7040 www.civwest.com</p>	<p>REGISTERED PROFESSIONAL ENGINEER STATE OF OREGON No. 12345 BALON R. WOOD</p>
	<p>July 2015</p> <p>C108</p>		

Work Change Directive No. 16

Issued By: _____

Effective Date: 01/20/16

Date of Issuance: January 20, 2016

Owner: City of Newport

Owner's Contract No.:

Contractor: C&M Excavation & Utilities, LLC.

Contractor's Project No.:

Engineer: Civil West Engineering Services, Inc.

Engineer's Project No.: 2302-027

Project: Newport Abalone and 30th Roadway Improvements

Contract Name: Newport Abalone and 30th Roadway Improvements

Contractor is directed to proceed promptly with the following change(s):

Description: Parking stalls on 26th & 27th, east area (3+00) road base 26th to 27th

Attachments: [List documents supporting change]
Contractor CPR 6.

Purpose for Work Change Directive:

Directive to proceed promptly with the Work described herein, prior to agreeing to changes on Contract Price and Contract Time, is issued due to: [check one or both of the following]

- Non-agreement on pricing of proposed change.
- Necessity to proceed for schedule or other Project reasons.

Estimated Change in Contract Price and Contract Times (non-binding, preliminary):

Contract Price \$ 6,210.00 [increase] [decrease].
 Contract Time 2 days [increase] [decrease].

Basis of estimated change in Contract Price:

- Lump Sum
- Cost of the Work
- Unit Price
- Other

RECOMMENDED:
 By: *Aaron Collett*
 Engineer (Authorized Signature)

AUTHORIZED BY:
 By: *Jason Buchholz*
 Owner (Authorized Signature)

RECEIVED:
 By: *William W. Spruiell*
 Contractor (Authorized Signature)

Title: Aaron Collett (PE/PM)
 Date: 1-20-16

Title: Mr. Jason Buchholz – Senior Project Manager
 Date: 1-21-16

Title: *Member*
 Date: 1/24/16

Approved by Funding Agency (if applicable)

By: _____ Date: _____
 Title: _____

Change Proposal Request

C&M Excavation & Utilities, LLC

Project Name:	<u>Abalone&30th</u>	CPR #	<u>(6)</u>
Owner:	<u>City of Newport</u>	Date:	<u>12/23/2015</u>
Owner's Cont. No.:	<u>2302-027</u>	Consultant:	<u>Civil West</u>
Contractor:	<u>C&M Excavation</u>	Project No:	<u>2302-027</u>
Date Sent to Contractor:	<u>12/14/2015</u>	Date Received from Contractor:	<u>12/23/2015</u>

Initiated By: Engineer / Consultant Owner Contractor

This CPR applies to or is related to the following:

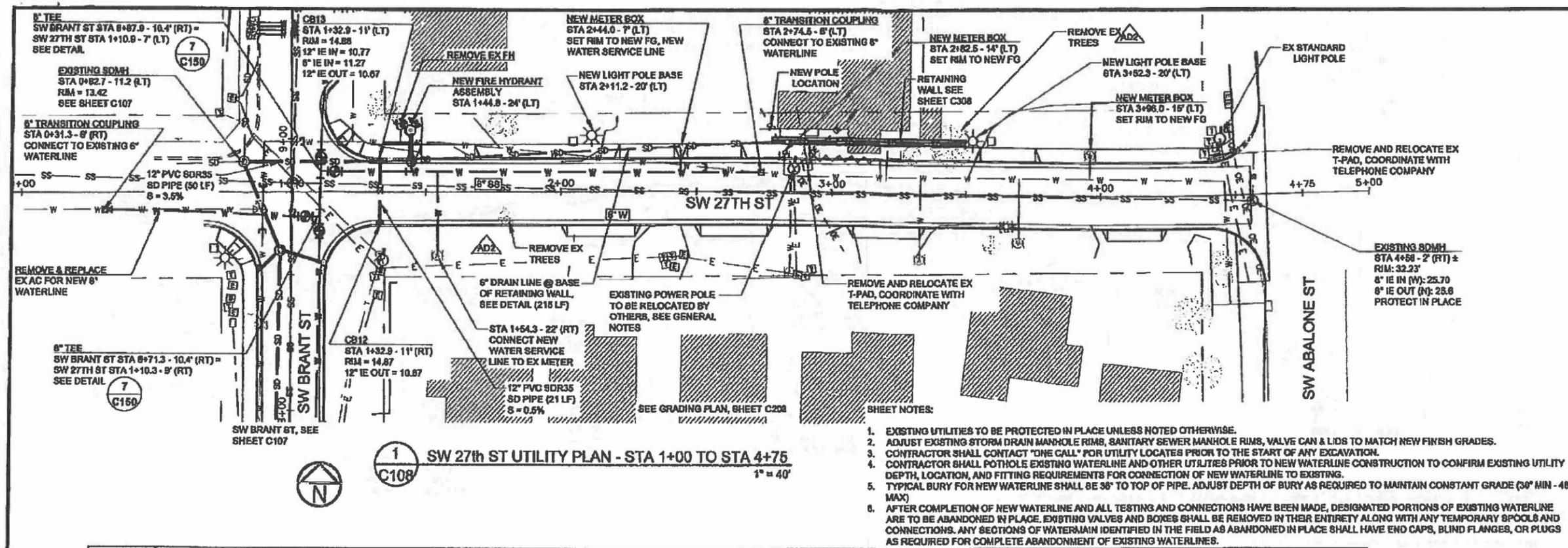
Drawing No(s):	C206,C207	Spec Section:	Roadways
RFI No:	NA	Other:	NA

Attention: The following change in the contract on this project is proposed. Work shall not commence until authorized by the Owner. All work shall be performed in accordance with the terms, stipulations, and conditions of the original Contract Documents. The amount of the Change Proposal Request constitutes full compensation to the Contractor for all direct, indirect, delay impacts and all other cost and damages whether known or unknown, arising from or relating to the subject matter of this Change Proposal Request. Except as modified by this CPR the basic contract terms shall remain in full force and effect.

Change Proposal Description: Parking, Street Excavation Quantity Adjustment
Parking Stalls 26 th to 27 th East Area = 2700 SF Total 6240 SF X 1.17Sect / 27 = 270 CY Parking Station 3+00 Apartments Area = 840 SF Road Base 26 th to 27 th West Side Area = 2700 SF
Cost Increase: 270 CY @ 23.00 = \$6,210.00 (contract unit price)
Any additional Base Rock, Valley Gutter or Paving will be measured in field and paid by contract unit prices.

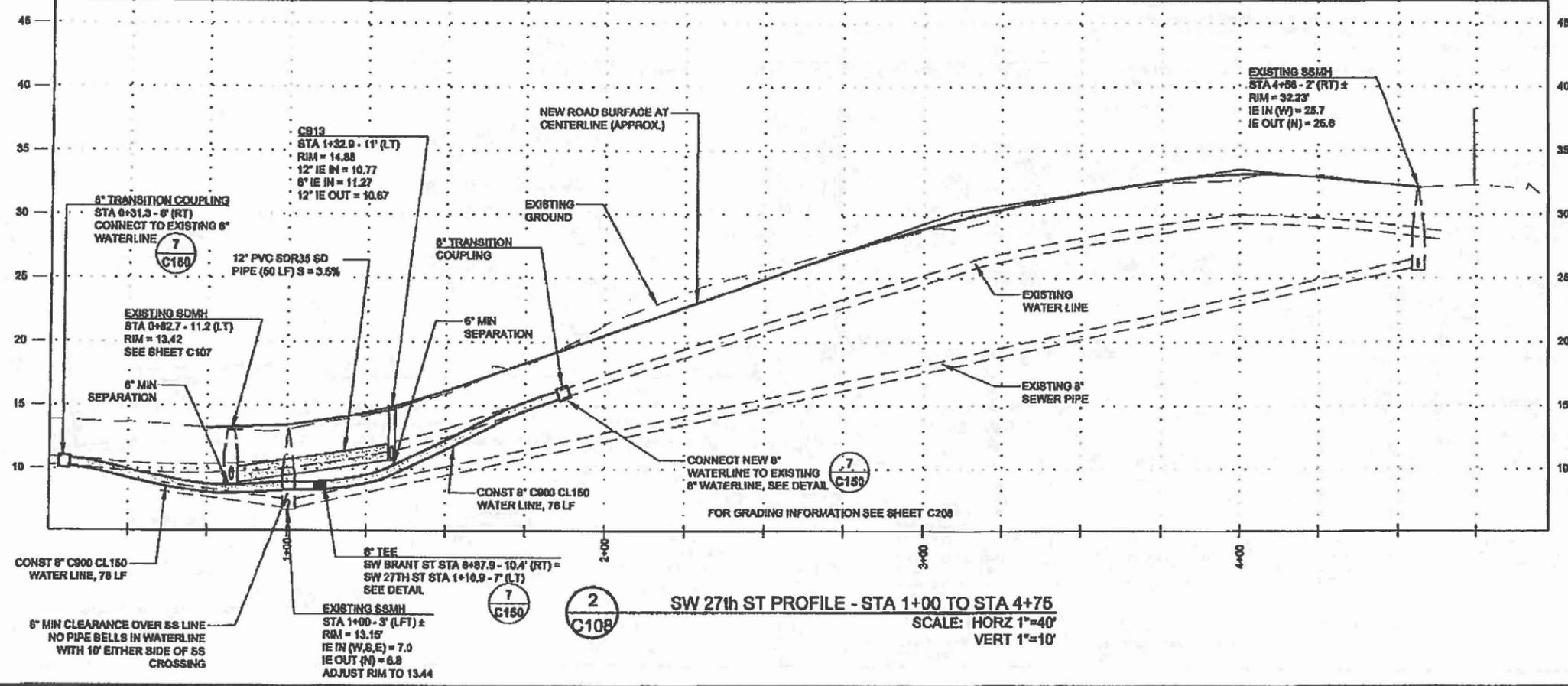
<u>Contract Time</u>	<u>Contract Amount</u>
Change in Contract Times:	Change in Contract Price:
Substantial Completion: 2 Days	\$ 6,210.00
Final Completion: 0 Days	

Engineer / Consultant	<u>Aaron Collett</u>	
	<i>(Engineer/Consultant)</i>	<i>(Date)</i>
Contractor Action	<u>Bill Sproul</u>	<u>12/23/15</u>
	<i>(C&M Excavation)</i>	<i>(Date)</i>
Owner Action	<u>Melissa Roman</u>	<u>12/14/15</u>
	<i>(City of Newport)</i>	<i>(Date)</i>



1 SW 27th ST UTILITY PLAN - STA 1+00 TO STA 4+75
1" = 40'

- SHEET NOTES:**
- EXISTING UTILITIES TO BE PROTECTED IN PLACE UNLESS NOTED OTHERWISE.
 - ADJUST EXISTING STORM DRAIN MANHOLE RIMS, SANITARY SEWER MANHOLE RIMS, VALVE CAN & LIDS TO MATCH NEW FINISH GRADES.
 - CONTRACTOR SHALL CONTACT "ONE CALL" FOR UTILITY LOCATES PRIOR TO THE START OF ANY EXCAVATION.
 - CONTRACTOR SHALL POTHOLE EXISTING WATERLINE AND OTHER UTILITIES PRIOR TO NEW WATERLINE CONSTRUCTION TO CONFIRM EXISTING UTILITY DEPTH, LOCATION, AND FITTING REQUIREMENTS FOR CONNECTION OF NEW WATERLINE TO EXISTING.
 - TYPICAL BURY FOR NEW WATERLINE SHALL BE 36" TO TOP OF PIPE. ADJUST DEPTH OF BURY AS REQUIRED TO MAINTAIN CONSTANT GRADE (30" MIN - 48" MAX).
 - AFTER COMPLETION OF NEW WATERLINE AND ALL TESTING AND CONNECTIONS HAVE BEEN MADE, DESIGNATED PORTIONS OF EXISTING WATERLINE ARE TO BE ABANDONED IN PLACE. EXISTING VALVES AND BOXES SHALL BE REMOVED IN THEIR ENTIRETY ALONG WITH ANY TEMPORARY SPOOLS AND CONNECTIONS. ANY SECTIONS OF WATERMAIN IDENTIFIED IN THE FIELD AS ABANDONED IN PLACE SHALL HAVE END CAPS, BLIND FLANGES, OR PLUGS AS REQUIRED FOR COMPLETE ABANDONMENT OF EXISTING WATERLINES.



2 SW 27th ST PROFILE - STA 1+00 TO STA 4+75
SCALE: HORZ 1"=40'
VERT 1"=10'

REGISTERED PROFESSIONAL ENGINEER
86387PE
RALPH R. WENZIGER
OREGON
SEPT 10, 2013
EXPIRATION DATE: 08/30/16

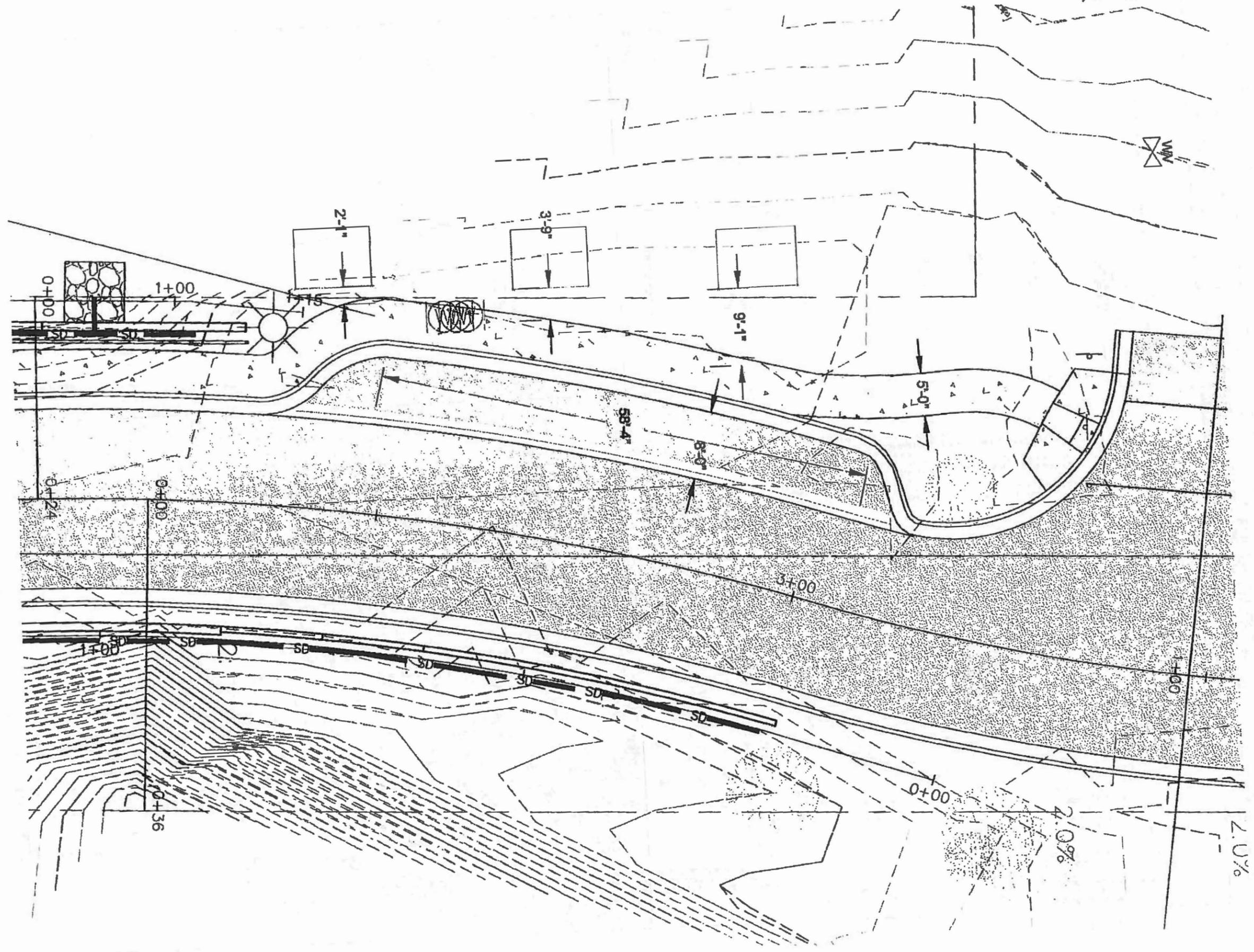
Civil West
Engineering Services, Inc.
808 SW Hubert Street
Newport, Oregon 97365
541-264-7040
www.civilwest.com

REV.	DATE	DESCRIPTION	BY	CHKD BY
1	7/2/2015	ADDENDUM #2 (A02)	NW	

Designed By: RWV
Checked By: AJF
Drawn By: AJF
Project No: 2004-02

CITY OF NEWPORT
LINCOLN COUNTY, OREGON
SW ABALONE ST. & 30TH ST.
ROADWAY IMPROVEMENTS
UTILITY PLAN & PROFILE - SW 27TH ST -
STA 1+00 TO STA 4+75

C108
July 2015



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Change Proposal Request

C&M Excavation & Utilities, LLC

Owner Action

Melissa Roman
(City of Newport)

(Date)

Change Proposal Request

C&M Excavation & Utilities, LLC

Project Name:	Abalone&30th	CPR #	(8)
Owner:	City of Newport	Date:	12/23/2015
Owner's Cont. No.:	2302-027	Consultant:	Civil West
Contractor:	C&M Excavation	Project No:	2302-027
Date Sent to Contractor:	12/14/2015	Date Received from Contractor:	12/23/2015

Initiated By: Engineer / Consultant Owner Contractor

This CPR applies to or is related to the following:

Drawing No(s):	NA	Spec Section:	Engineering/Design
RFI No: NA	NA	Other:	NA

Attention: The following change in the contract on this project is proposed. Work shall not commence until authorized by the Owner. All work shall be performed in accordance with the terms, stipulations, and conditions of the original Contract Documents. The amount of the Change Proposal Request constitutes full compensation to the Contractor for all direct, indirect, delay impacts and all other cost and damages whether known or unknown, arising from or relating to the subject matter of this Change Proposal Request. Except as modified by this CPR the basic contract terms shall remain in full force and effect.

Change Proposal Description: Design Modeling / Surface Corrections
Dirt Logic Assistance (09/10/15) = \$2,200.00 Dirt Logic Assistance (11/11/15) = \$1,850.00
Cost Increase: \$4,050.00+5% = 4,253.00
Completed the Modeling process including troubleshooting and correcting design issues.

Contract Time

Change in Contract Times:
 Substantial Completion: **2 Days**
 Final Completion: **0 Days**

Contract Amount

Change in Contract Price: **\$ 4,253.00**

Engineer / Consultant	Aaron Collett <i>(Engineer/Consultant)</i>	
Contractor Action	Bill Sproul <i>(C&M Excavation)</i>	12/23/15 <i>(Date)</i>
Owner Action	Melissa Roman <i>(City of Newport)</i>	12/14/15 <i>(Date)</i>



PO Box 28317
Portland, OR 97228

BILL TO:
C & M Excavation and Utilities
Bill Sproul
P.O. Box 1624
Sherwood, OR 97140

DATE:
09/10/2015

PROJECT MANAGER: Bill Sproul	TERMS: Upon Receipt	INVOICE #: 15-0573	PROJECT: Abalone and 30th
--	-------------------------------	------------------------------	-------------------------------------

ITEM:	DESCRIPTION:	AMOUNT:
GPS	Abalone and 30th Original Grading	\$1,200.00
GPS	Abalone and 30th Rev Grading	\$2,200.00

Payment due upon receipt, pay by credit card on our online payment center. dirtlogic.zlogo.com/payments It is a pleasure serving you!	TOTAL \$3,400.00
---	----------------------------

PHONE #
1-877-775-6442

WEB SITE
www.dirtlogic.com

FAX #
[503] 907-9504

Please refer to email for payment information or go to dirtlogic.zlogo.com/payments

*CONNECTIONS
FOR CITY BY
DIRT LOGIC*

*50041
1200⁰⁰ → 1090-1
2200⁰⁰ → 1090-1*

(BRANDT - RE DESIGN)

Bill Sproul

From: invoices@dirtdlogic.com
 Sent: Tuesday, December 08, 2015 10:57 AM
 To: bills@candmconstruct.com
 Subject: DirtLogic Invoice - Abalone Rev 11-4-15

Importance: High

30041.
1050-1

Bill Sproul,

ADDENDUM DISCLAIMER: Please note that this takeoff is only current to the date that it was posted on our site and may not reflect any/all Addendum changes that were issued as we are not responsible for these changes and can't as a company absorb those costs. As per our Company Policy All addendum changes posted after the day we run these takeoffs are in addition to our offered takeoff and need to be purchased separately through us, but as with any job you order, we need sufficient time to process your request along with any direction you can offer to keep costs down for your company as well as ours.



PO Box 28317
 Portland, OR 97228

BILL TO:
 C & M Excavation and Utilities
 Bill Sproul
 P.O. Box 1624
 Sherwood, OR 97140

DATE:
 11/11/2015

PROJECT MANAGER: Bill Sproul	TERMS: Upon Receipt	INVOICE #: 15-0703	PROJECT: Abalone Rev 11-4-15
--	-------------------------------	------------------------------	--

ITEM:	DESCRIPTION:	AMOUNT:
GPS	Abalone Rev 11-4-15	\$1,850.00

Payment due upon receipt, pay by credit card on our online payment center.
dirtdlogic.com/pay-your-invoice
 It is a pleasure serving you!

TOTAL
 \$1,850.00

PHONE #
 (503) 487-2796

WEB SITE
www.dirtdlogic.com

FAX #
 (503) 907-9504

*BRANDT REVISIONS
AND COMMENTS*

Please refer to email for payment information or go to dirtdlogic.com/pay-your-invoice

Attached are your quantities and views for the **Abalone Rev 11-4-15**. The quantities and sectional depths within this report are carefully researched and recorded. Sectional depths that we are unable to locate within the plans and specs are then assumed based on industry standards. **This reports is sold 'as is' and any additional revisions or customizations will be provided at an additional**

Issued By: _____

Effective Date: 01/20/16

Date of Issuance: January 20, 2016

Owner: City of Newport

Owner's Contract No.:

Contractor: C&M Excavation & Utilities, LLC.

Contractor's Project No.:

Engineer: Civil West Engineering Services, Inc.

Engineer's Project No.: 2302-027

Project: Newport Abalone and 30th Roadway Improvements

Contract Name: Newport Abalone and 30th Roadway Improvements

Contractor is directed to proceed promptly with the following change(s):

Description: Standard curb change

Attachments: [List documents supporting change]
Contractor CPR 9.

Purpose for Work Change Directive:

Directive to proceed promptly with the Work described herein, prior to agreeing to changes on Contract Price and Contract Time, is issued due to: [check one or both of the following]

- Non-agreement on pricing of proposed change.
- Necessity to proceed for schedule or other Project reasons.

Estimated Change in Contract Price and Contract Times (non-binding, preliminary):

Contract Price \$ 592.00 [increase] [decrease].
 Contract Time 0 days [increase] [decrease].

Basis of estimated change in Contract Price:

- Lump Sum
- Cost of the Work
- Unit Price
- Other

RECOMMENDED:
 By: *Aaron Collett*
 Engineer (Authorized Signature)

AUTHORIZED BY:
 By: *Jason Buchholz*
 Owner (Authorized Signature)

RECEIVED:
 By: *[Signature]*
 Contractor (Authorized Signature)

Title: Aaron Collett (PE/PM)
 Date: 1-20-16

Title: Mr. Jason Buchholz - Senior Project Manager
 Date: 1-20-16

Title: MEMBER
 Date: 1/21/16

Approved by Funding Agency (if applicable)

By: _____ Date: _____
 Title: _____

Change Proposal Request

C&M Excavation & Utilities, LLC

Project Name:	<u>Abalone&30th</u>	CPR #	<u>(9)</u>
Owner:	<u>City of Newport</u>	Date:	<u>12/23/2015</u>
Owner's Cont. No.:	<u>2302-027</u>	Consultant:	<u>Civil West</u>
Contractor:	<u>C&M Excavation</u>	Project No:	<u>2302-027</u>
Date Sent to Contractor:	<u>12/14/2015</u>	Date Received from Contractor:	<u>12/23/2015</u>

Initiated By: Engineer / Consultant Owner Contractor

This CPR applies to or is related to the following:

Drawing No(s):	NA	Spec Section:	Curbs / Hardscape
RFI No: NA	NA	Other:	NA

Attention: The following change in the contract on this project is proposed. Work shall not commence until authorized by the Owner. All work shall be performed in accordance with the terms, stipulations, and conditions of the original Contract Documents. The amount of the Change Proposal Request constitutes full compensation to the Contractor for all direct, indirect, delay impacts and all other cost and damages whether known or unknown, arising from or relating to the subject matter of this Change Proposal Request. Except as modified by this CPR the basic contract terms shall remain in full force and effect.

Change Proposal Description: Standard Curb in ODOT Right of Way (Abalone)
 Mold Change to Standard Curb Approximately 205 LF @ 2.75 = \$563.75
Cost Increase: 563.75+5% = \$592.00
Measurement and Payment of all curb included in Contract Item 46.

<u>Contract Time</u>	<u>Contract Amount</u>
Change in Contract Times:	Change in Contract Price:
Substantial Completion: 0 Days	\$ 592.00
Final Completion: 0 Days	

Engineer / Consultant	<u>Aaron Collett</u>	
	<i>(Engineer/Consultant)</i>	<i>(Date)</i>
Contractor Action	<u>Bill Sproul</u>	<u>12/23/15</u>
	<i>(C&M Excavation)</i>	<i>(Date)</i>
Owner Action	<u>Melissa Roman</u>	<u>12/14/15</u>
	<i>(City of Newport)</i>	<i>(Date)</i>

Work Change Directive No. 19

Issued By: _____

Effective Date: 01/20/16

Date of Issuance: January 20, 2016

Owner: City of Newport

Owner's Contract No.:

Contractor: C&M Excavation & Utilities, LLC.

Contractor's Project No.:

Engineer: Civil West Engineering Services, Inc.

Engineer's Project No.: 2302-027

Project: Newport Abalone and 30th Roadway Improvements

Contract Name: Newport Abalone and 30th Roadway Improvements

Contractor is directed to proceed promptly with the following change(s):

Description: Extra grading as calculated with Dirt Logic. Discussed at weekly meeting December 10, 2015 (Tim, Aaron, Melissa & Bill)

Attachments: [List documents supporting change]
Contractor CPR 10.

Purpose for Work Change Directive:

Directive to proceed promptly with the Work described herein, prior to agreeing to changes on Contract Price and Contract Time, is issued due to: [check one or both of the following]

- Non-agreement on pricing of proposed change.
- Necessity to proceed for schedule or other Project reasons.

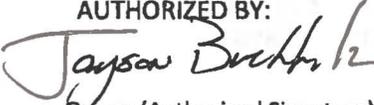
Estimated Change In Contract Price and Contract Times (non-binding, preliminary):

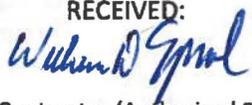
Contract Price \$ 67,919.00 [increase] [decrease].
 Contract Time 5 days [increase] [decrease].

Basis of estimated change in Contract Price:

- Lump Sum
- Unit Price
- Cost of the Work
- Other

RECOMMENDED:
 By: 
 Engineer (Authorized Signature)

AUTHORIZED BY:
 By: 
 Owner (Authorized Signature)

RECEIVED:
 By: 
 Contractor (Authorized Signature)

Title: Aaron Collett (PE/PM)

Title: Mr. Jason Buchholz – Senior Project Manager

Title: 

Date: 1-20-16

Date: ~~1-20-16~~
1-21-16

Date: 1/21/16

Approved by Funding Agency (if applicable)

By:

Date:

Title:

Change Proposal Request

C&M Excavation & Utilities, LLC

Project Name:	<u>Abalone&30th</u>	CPR #	<u>(10)</u>
Owner:	<u>City of Newport</u>	Date:	<u>12/23/2015</u>
Owner's Cont. No.:	<u>2302-027</u>	Consultant:	<u>Civil West</u>
Contractor:	<u>C&M Excavation</u>	Project No:	<u>2302-027</u>
Date Sent to Contractor:	<u>12/14/2015</u>	Date Received from Contractor:	<u>12/23/2015</u>

Initiated By: Engineer / Consultant Owner Contractor

This CPR applies to or is related to the following:

Drawing No(s):	C201-209	Spec Section:	Roadway Excavation
RFI No: NA	NA	Other:	NA

Attention: The following change in the contract on this project is proposed. Work shall not commence until authorized by the Owner. All work shall be performed in accordance with the terms, stipulations, and conditions of the original Contract Documents. The amount of the Change Proposal Request constitutes full compensation to the Contractor for all direct, indirect, delay impacts and all other cost and damages whether known or unknown, arising from or relating to the subject matter of this Change Proposal Request. Except as modified by this CPR the basic contract terms shall remain in full force and effect.

Change Proposal Description: Roadway / V-Ditch Excavation Quantity Correction

Dirt Logic Total Excavation 6553 CY. Contract Item 39+40 = 3600 Deficit=2953 CY

Cost Increase: 2953 CY @ 23.00 = \$67,919.00

Excludes: Tree Removal, V-Ditch(unit price), Slopes above Walls
Analysis as per Weekly Meeting Dated (12/10/15) with Tim, Melissa, Aaron

<u>Contract Time</u>	<u>Contract Amount</u>
Change in Contract Times:	Change in Contract Price:
Substantial Completion: 5 Days	\$ 67,919.00
Final Completion: 0 Days	

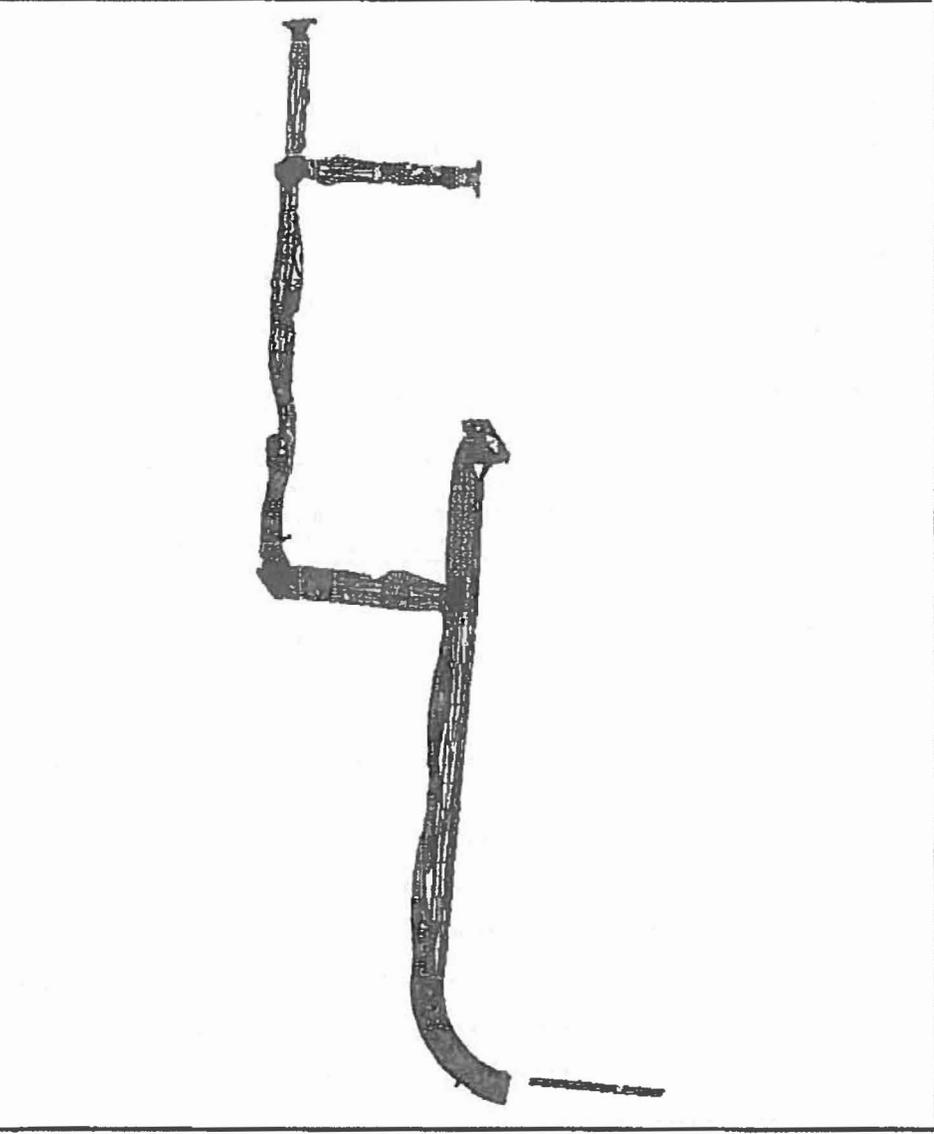
Engineer / Consultant	<u>Aaron Collett</u>	
	<i>(Engineer/Consultant)</i>	<i>(Date)</i>
Contractor Action	<u>Bill Sproul</u>	<u>12/23/15</u>
	<i>(C&M Excavation)</i>	<i>(Date)</i>
Owner Action	<u>Melissa Roman</u>	<u>12/14/15</u>
	<i>(City of Newport)</i>	<i>(Date)</i>

DIRTLOGIC LLC



"Take the guesswork out of dirtwork"

ABALONE & 30TH - NO STRIP



Balance Summary		Prepared By	
Volumes:		DirtLogic, LLC.	
Total Cut	6,553.00 CY	T: 1,877,776,6442	
Total Fill	2,277.00 CY	E: Plans@DirtLogic.com	
Export	4,276.00 CY	www.DirtLogic.com	
Per 1/10 of a foot change	602.00 CY		

QUANTITY SUMMARY

<u>Site Summary</u>		<u>** Balance Summary</u>	
Area:		Volumes:	
Total SF	163,359.00 SF	Total Cut	6,553.00 CY
Cut SF	119,971.00 SF	Total Fill	2,277.00 CY
FIN SF	35,344.00 SF	Export	4,276.00 CY
On Grade SF	8,144.00 SF	Per 1/10 of a foot change	602.00 CY
Stripping Region SF	165,363.00 SF		

Existing Site Preparation: Clearing, Stripping, Demolition

Volume:			
No Strip @	0" Depth		0.00 CY
		Total Strip =	0.00 CY

Notes

- All Paving Sections are figured to back of Curb
- The Scale that this plan was scaled at was Electronic
- Strippings- Assumed Areas as per plan
- Anyone using this report should verify all Sectional Depths & Assumptions
- * Stripping Quantities are not included in the Total Cut Volumes above and should be treated as separate quantities
- ** No compaction factor, shrink or swell conversions were taken into account in these calculations

Exclusions

- Footing Excavation
- Trench Spalls

GRADING SUMMARY:

OPTION A

(NO STRIPPING)

① THE PLANS WERE NOT FINISHED AND IN A STATE THAT WOULD ALLOW A REASONABLE QUANTITY TAKE OFF. PARTICULARLY IN THE SLOPING AND MATCH AREAS AT R/W WHICH QUANTITY SHOULD HAVE BEEN INCLUDED IN ROADWAY EXCAVATION AS PER 02310 PART 3.01 D AND 3.02 A.

② ALL V-DITCH QUANTITIES SHOULD BE INCLUDED IN ROADWAY EXCAVATION AS PER 02310 PART 4.01 A.

③ AFTER COMPLETING THE (DTM) AND INSTRUCTING THE TECHNICIAN TO MATCH ELECTRONICALLY THE SLOPE MATCHING AREAS OUR TAKE-OFF SHOWS ROUGH EXCAVATION OF 6,553 CY. THIS QUANTITY MINUS THE CONTRACT QUANTITY OF 3580 LEAVES A DEFICIT OF 2973 CY. IT SHOULD BE NOTED THAT THIS ANALYSIS COULD NOT BE DONE WITHOUT SPENDING A GREAT DEAL OF TIME WITH THE PLAN CHECK PROCESS.

(SEE DIRT LOGIC)

2973 CY @ 23% = 6,839⁰⁰ TOTAL OPTION A (DOES NOT INCLUDE WARD/BRAUT SLOPES)

④ THIS ABOVE QUANTITY ANALYSIS DOES NOT INCLUDE THE WARD PROPERTY - TRUNK OR THE EAST BRAUT WALL SLOPING WHICH BY LOAD COUNT AMOUNTED TO 1265 CY.

GRADING SUMMARY:

OPTION B

(STRIPPING ALLOWANCE) 6" (3000)

① WE ARE IN DISAGREEMENT THAT YARDAGE FOR STRIPPING SHOULD BE SUBTRACTED FOR CLEARING + GRUBBING. ACCORDING TO SECTION 02310 ASSOCIATED SLOPING AND MATCHING NEEDED FOR ROADWAY AND OTHER STRUCTURES IS PART OF COMMON EXCAVATION. THIS IS IN LINE WITH ODOT SPECIFICATIONS.

② DESPITE THE ABOVE WITH A 6" STRIP THE EXCAVATION QUANTITY = 4494 CY

V-DITCH

AS WE ANALYZED ABOVE 4494 CY - 3580 = 914 CY

(SEE DIRT LOGIC)

Issued By: _____

Effective Date: 01/28/16

Date of Issuance: January 20, 2016

Owner: City of Newport

Owner's Contract No.:

Contractor: C&M Excavation & Utilities, LLC.

Contractor's Project No.:

Engineer: Civil West Engineering Services, Inc.

Engineer's Project No.: 2302-027

Project: Newport Abalone and 30th Roadway Improvements

Contract Name: Newport Abalone and 30th Roadway Improvements

Contractor is directed to proceed promptly with the following change(s):

Description: The Contractor has requested several days of time extension to Substantial Completion due to multiple causes affecting pour of curb/gutter, which is on the critical path. The City and Contractor agreed at the 2/11/16 Weekly Construction Meeting to a 27 day extension of time. This addresses all time claims through 2/11/16 for this project. Any future delays that may occur will be addressed through subsequent change procedures.

Attachments: [List documents supporting change]
Contractor CPR 11 and letter.

Purpose for Work Change Directive:

Directive to proceed promptly with the Work described herein, prior to agreeing to changes on Contract Price and Contract Time, is issued due to: [check one or both of the following]

- Non-agreement on pricing of proposed change.
- Necessity to proceed for schedule or other Project reasons.

Estimated Change in Contract Price and Contract Times (non-binding, preliminary):

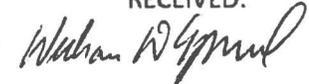
Contract Price \$ 0.00 [increase] [decrease].
 Contract Time 27 days [increase] [decrease].

Basis of estimated change in Contract Price:

- Lump Sum
- Unit Price
- Cost of the Work
- Other

RECOMMENDED:
 By: 
 Engineer (Authorized Signature)

AUTHORIZED BY:
 By: 
 Owner (Authorized Signature)

RECEIVED:
 By: 
 Contractor (Authorized Signature)

Title: Aaron Collett (PE/PM)
 Date: 2-11-16

Mr. Jason Buchholz – Senior
 Title: Project Manager
 Date: 2-17-16

Title: 
 Date: 2/18/16

Approved by Funding Agency (if applicable)

By: _____ Date: _____
 Title: _____

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Work Change Directive No. 21

Issued By: _____

Effective Date: 01/20/16

Date of Issuance: January 20, 2016

Owner: City of Newport

Owner's Contract No.:

Contractor: C&M Excavation & Utilities, LLC.

Contractor's Project No.:

Engineer: Civil West Engineering Services, Inc.

Engineer's Project No.: 2302-027

Project: Newport Abalone and 30th Roadway Improvements

Contract Name: Newport Abalone and 30th Roadway Improvements

Contractor is directed to proceed promptly with the following change(s):

Description: Protect v-ditch from erosion impacts. Use rip rap and jute matting.

108 CY Rip Rap @ 50.00/CY = 5,400.00

Matting 2730SY@ 2.00 = 5,460.00

Attachments: [List documents supporting change]

Contractor CPR 12.1

Need pricing backup

Purpose for Work Change Directive:

Directive to proceed promptly with the Work described herein, prior to agreeing to changes on Contract Price and Contract Time, is issued due to: [check one or both of the following]

Non-agreement on pricing of proposed change.

Necessity to proceed for schedule or other Project reasons.

Estimated Change in Contract Price and Contract Times (non-binding, preliminary):

Contract Price \$ 11,060.00 [increase] [~~decrease~~].

Contract Time 0 days [increase] [~~decrease~~].

Basis of estimated change in Contract Price:

Lump Sum

Unit Price

Cost of the Work

Other

RECOMMENDED:

AUTHORIZED BY:

RECEIVED:

By: *Aaron Collett*
Engineer (Authorized Signature)

By: *Jason Buchholz*
Owner (Authorized Signature)

By: *Wahay D Spind*
Contractor (Authorized Signature)

Title: Aaron Collett (PE/PM)

Title: Mr. Jason Buchholz – Senior Project Manager

Title: *Melbert*

Date: *1-20-16*

Date: *2-11-16*

Date: *2/11/16*

Approved by Funding Agency (if applicable)

By:

Date:

Title:

Change Proposal Request

C&M Excavation & Utilities, LLC

Project Name:	Abalone&30th	CPR #	(12.1)
Owner:	City of Newport	Date:	01/20/2016
Owner's Cont. No.:	2302-027	Consultant:	Civil West
Contractor:	C&M Excavation	Project No:	2302-027
Date Sent to Owner:	01/20/2016	Date Received from Contractor:	01/20/2016

Initiated By: Engineer / Consultant Owner Contractor

This CPR applies to or is related to the following:

Drawing No(s):	NA	Spec Section:	02310
RFI No: NA	NA	Other:	NA

Attention: The following change in the contract on this project is proposed. Work shall not commence until authorized by the Owner. All work shall be performed in accordance with the terms, stipulations, and conditions of the original Contract Documents. The amount of the Change Proposal Request constitutes full compensation to the Contractor for all direct, indirect, delay impacts and all other cost and damages whether known or unknown, arising from or relating to the subject matter of this Change Proposal Request. Except as modified by this CPR the basic contract terms shall remain in full force and effect.

Change Proposal Description: Abalone V-Ditch / Permanent ERC
108 CY Rip Rap @ 50.00/CY = 5,400.00 Matting 2730SY@ 2.00 = 5,460.00
Includes: Rip Rap, Jute Matting and Check Dams as needed.
Notes: Roughly 1,445 LF needed. <u>Unit Price RR Reduction of 60% (need to expedite)</u>

Contract Time

Change in Contract Times:

Substantial Completion: **0 Days**

Final Completion: **0 Days**

Contract Amount

Change in Contract Price:

\$ 11,060.00

Engineer / Consultant	Aaron Collett	
	<i>(Engineer/Consultant)</i>	<i>(Date)</i>
Contractor Action	Bill Sproul	01/05/15
	<i>(C&M Excavation)</i>	<i>(Date)</i>
Owner Action	Melissa Roman	
	<i>(City of Newport)</i>	<i>(Date)</i>

Issued By: NAR

Effective Date: 01/29/16

Date of Issuance: January 29, 2016

Owner: City of Newport

Owner's Contract No.:

Contractor: C&M Excavation & Utilities, LLC.

Contractor's Project No.:

Engineer: Civil West Engineering Services, Inc.

Engineer's Project No.: 2302-027

Project: Newport Abalone and 30th Roadway Improvements

Contract Name: Newport Abalone and 30th Roadway Improvements

Contractor is directed to proceed promptly with the following change(s):

Description: Add new "acorn" style street light at the NW corner of Brant Street and 30th Street

Attachments: [List documents supporting change]
Need pricing backup

Purpose for Work Change Directive:

Directive to proceed promptly with the Work described herein, prior to agreeing to changes on Contract Price and Contract Time, is issued due to: [check one or both of the following]

- Non-agreement on pricing of proposed change.
- Necessity to proceed for schedule or other Project reasons.

Estimated Change in Contract Price and Contract Times (non-binding, preliminary):

Contract Price \$ ~~0.00~~ \$ 925.00 [increase] [~~decrease~~].
 Contract Time 0 days [increase] [decrease].

Basis of estimated change in Contract Price:

- Lump Sum
- Unit Price
- Cost of the Work
- Other

RECOMMENDED:
 By: Aaron Collett
 Engineer (Authorized Signature)

AUTHORIZED BY:
 By: Jayson Buchholz
 Owner (Authorized Signature)

RECEIVED:
 By: William D Sprad
 Contractor (Authorized Signature)

Title: Aaron Collett (PE/PM)
 Date: 1-29-16

Title: Mr. Jayson Buchholz – Senior Project Manager
 Date: 2-3-16

Title: Member
 Date: 2/4/16

Approved by Funding Agency (if applicable)

By: _____ Date: _____

Title: _____

Change Proposal Request

C&M Excavation & Utilities, LLC

Project Name:	Abalone&30th	CPR #	(13)
Owner:	City of Newport	Date:	01/27/2016
Owner's Cont. No.:	2302-027	Consultant:	Civil West
Contractor:	C&M Excavation	Project No:	2302-027
Date Requested	01/26/2016	Date Received	01/27/2016
Owner:		from Contractor:	

Initiated By: Engineer / Consultant Owner Contractor

This CPR applies to or is related to the following:

Drawing No(s):	C105	Spec Section:	02772
RFI No: NA	NA	Other:	NA

Attention: The following change in the contract on this project is proposed. Work shall not commence until authorized by the Owner. All work shall be performed in accordance with the terms, stipulations, and conditions of the original Contract Documents. The amount of the Change Proposal Request constitutes full compensation to the Contractor for all direct, indirect, delay impacts and all other cost and damages whether known or unknown, arising from or relating to the subject matter of this Change Proposal Request. Except as modified by this CPR the basic contract terms shall remain in full force and effect.

Change Proposal Description: Additional Storm Pipe and Basin			
30 LF 12" PVC Storm Pipe @54.00	=1,620.00	(Unit Price)	
Manhole Connection 1EA @1,400.00	= 1,400.00	(Unit Price)	
Catch Basin 1EA @1,400.00	= 1,400.00	(Unit Price)	
TOTAL	4,420.00		

<u>Contract Time</u>	<u>Contract Amount</u>
Change in Contract Times:	Change in Contract Price:
Substantial Completion: 0 Days	\$ 4,420.00
Final Completion: 0 Days	

Engineer / Consultant	Aaron Collett	
	<i>(Engineer/Consultant)</i>	<i>(Date)</i>
Contractor Action	Bill Sproul	01/27/15
	<i>(C&M Excavation)</i>	<i>(Date)</i>
Owner Action	Melissa Roman	
	<i>(City of Newport)</i>	<i>(Date)</i>

Bill Sproul

From: Melissa Roman <M.Roman@NewportOregon.gov>
Sent: Tuesday, January 26, 2016 4:35 PM
To: 'Bill Sproul'
Cc: 'Brian Turner'; Jayson Buchholz
Subject: Abalone CB Addition

Hi, Bill,

We have a low spot in the SE corner of Brant and 30th ST. We would like to add a catch basin piped to the manhole on 30th (approx. 30 ft). Would you please give us a price for installation of catch basin, pipe, core and storm connection?

Thank you,
Melissa

Issued By: MLR

Effective Date: 01/29/16

Date of Issuance: January 29, 2016

Owner: City of Newport

Owner's Contract No.:

Contractor: C&M Excavation & Utilities, LLC.

Contractor's Project No.:

Engineer: Civil West Engineering Services, Inc.

Engineer's Project No.: 2302-027

Project: Newport Abalone and 30th Roadway Improvements

Contract Name: Newport Abalone and 30th Roadway Improvements

Contractor is directed to proceed promptly with the following change(s):

Description: Add a standard 20' wide driveway on SW Brant St at approximately 10+50 on the east side of Brant. It should just be a simple curb cut.

Attachments: *[List documents supporting change]*
Need cost backup

Purpose for Work Change Directive:

Directive to proceed promptly with the Work described herein, prior to agreeing to changes on Contract Price and Contract Time, is issued due to: *[check one or both of the following]*

Non-agreement on pricing of proposed change.

Necessity to proceed for schedule or other Project reasons.

Estimated Change in Contract Price and Contract Times (non-binding, preliminary):

Contract Price \$ 0.00 UNIT COST [increase] [decrease].

Contract Time 0 days [increase] [decrease].

Basis of estimated change in Contract Price:

Lump Sum

Unit Price

Cost of the Work

Other

RECOMMENDED:
By: Aaron Collett
Engineer (Authorized Signature)

AUTHORIZED BY:
By: Jayson Buchholz
Owner (Authorized Signature)

RECEIVED:
By: _____
Contractor (Authorized Signature)

Title: Aaron Collett (PE/PM)

Title: Mr. Jayson Buchholz - Senior Project Manager

Title:

Date: 1-29-16

Date: 2-3-16

Date:

Approved by Funding Agency (if applicable)

By:

Date:

Title:

Issued By: _____

Effective Date: 01/29/16

Date of Issuance: January 29, 2016

Owner: City of Newport

Owner's Contract No.:

Contractor: C&M Excavation & Utilities, LLC.

Contractor's Project No.:

Engineer: Civil West Engineering Services, Inc.

Engineer's Project No.: 2302-027

Project: Newport Abalone and 30th Roadway Improvements

Contract Name: Newport Abalone and 30th Roadway Improvements

Contractor is directed to proceed promptly with the following change(s):

Description: Add a standard 20' wide driveway on SW Brant St at approximately 10+50 on the east side of Brant. It should just be a simple curb cut.

Attachments: [List documents supporting change]
Need cost backup

Purpose for Work Change Directive:

Directive to proceed promptly with the Work described herein, prior to agreeing to changes on Contract Price and Contract Time, is issued due to: [check one or both of the following]

- Non-agreement on pricing of proposed change.
- Necessity to proceed for schedule or other Project reasons.

Estimated Change in Contract Price and Contract Times (non-binding, preliminary):

Contract Price \$ 1,512.00 (NOT TO EXCEED; UNIT COST) [increase] [~~decrease~~].
 Contract Time 1 days ^{NYE} [increase] [~~decrease~~].

Basis of estimated change in Contract Price:

- Lump Sum
- Unit Price
- Cost of the Work
- Other

RECOMMENDED:
 By: *Aaron Collett*
 Engineer (Authorized Signature)

AUTHORIZED BY:
 By: *Jayson Buchholz*
 Owner (Authorized Signature)

RECEIVED:
 By: *William D. Grimaldi*
 Contractor (Authorized Signature)

Title: Aaron Collett (PE/PM)
 Date: 2-17-16

Mr. Jayson Buchholz – Senior
 Title: Project Manager
 Date: 2-17-16

Title: *Member*
 Date: 2/18/16

Approved by Funding Agency (if applicable)

By: _____ Date: _____
 Title: _____

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