



**AGENDA & Notice of Work Session,
&Urban Renewal and City Council Meeting**

The City Council of the City of Newport will hold a work session on Tuesday, January 22, 2013, at 1100 A.M., followed by an Urban Renewal Agency meeting and regular City Council meeting at 6:00 P.M. The work session will be held in Conference Room A at City Hall, and the Urban Renewal Agency and Council meetings will be held in the Council Chambers, City Hall, located at 169 S.W. Coast Highway, Newport, Oregon 97365. A copy of the agenda follows.

The meeting locations are 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 541.574.0613.

The Urban Renewal Agency and City Council reserves the right to add or delete items as needed, change the order of the agenda, and discuss any other business deemed necessary at the time of the work session and/or meeting. Action items that do not require a public hearing may be moved up earlier in the meeting.

**CITY COUNCIL WORK SESSION
Tuesday, January 22, 2013 - 11:00 P.M.
Conference Room A**

- I. City Council Orientation
- II. Committee Liaison Assignments
- III. 1:00 PM - Maritime Museum Tour

**URBAN RENEWAL AGENCY MEETING AGENDA
Tuesday, January 22, 2013 -- 6:00 P.M.
Council Chamber**

Anyone wishing to speak on an agenda item should complete a Public Comment Form and give it to the City Recorder. Public Comment Forms are located at the entrance to the City Council Chamber. Anyone commenting on a subject not on the agenda will be called upon during the Public Comment section of the agenda. Comments pertaining to

specific agenda items will be taken at the time the matter is discussed by the City Council.

I. Call to Order and Roll Call

II. 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.

III. 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.

- A. Approval of minutes from the Urban Renewal Meeting of November 19, 2012
(Hawker)

IV. Action

Citizens will be provided an opportunity to offer comments on action items after staff has given their report and if there is an applicant, after they have had the opportunity to speak. (Action items are expected to result in motions, resolutions, orders, or ordinances.)

- A. Election of Chair & Vice Chair

V. Adjournment.

COUNCIL MEETING AGENDA
Tuesday, January 22, 2013 -- 6:00 P.M.
Council Chamber

Anyone wishing to speak on an agenda item should complete a Public Comment Form and give it to the City Recorder. Public Comment Forms are located at the entrance to the City Council Chamber. Anyone commenting on a subject not on the agenda will be called upon during the Public Comment section of the agenda. Comments pertaining to specific agenda items will be taken at the time the matter is discussed by the City Council.

I. Pledge of Allegiance

II. Call to Order and Roll Call

III. Additions/Deletions and Approval of Agenda

IV. 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.

V. 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.

- A. Approval of minutes from the Work Session and Regular City Council Meeting of January 7, 2013.
(Haney)
- B. Report of Accts. Paid - December 2012

VI. Officer's Reports

- A. Mayor's Report
 - i. New Committee Appointments
 - ii. Committee Liaison Assignments
- B. City Manager's Report
 - i. Department Head Reports
 - ii. Suggestion/Concern/Complaint Update
 - iii. Project Management Report
 - iv. Administrative Rules on Business License Ordinance

VII. Discussion Items and Presentations

Items that do not require immediate Council action, such as presentations, discussion of potential future action items.

- A. Swearing-in of Fire Captains and Fire Fighters
(Paige)
- B. Audit Finding No. 16: Monitoring Financial Activities by the City Council
(Marshall)
- C. Six Month Review of Financials
(Marshall)

VIII. Public Hearings - 7:00 P.M.

- A. Continued public hearing on Ordinance No. 2047, creating a new Municipal Code, Chapter 4.30 Prohibiting the Distribution of Single-Use Plastic Carryout Bags by Retail Establishments
(Hawker)

IX. Action Items

Citizens will be provided an opportunity to offer comments on action items after staff has given their report and if there is an applicant, after they have had the opportunity to speak. (Action items are expected to result in motions, resolutions, orders, or ordinances.)

- A. Consideration of Teevin Bros. Appeal of System Development Charge Assessment
(Tokos)
- B. Recommendation from Destination Newport Committee to utilize a vinyl wallscape for advertising Newport in the Portland market
(Voetberg)

X. Council Reports and Comments

XI. Public Comment (Additional time for public comment - 5 minutes per speaker)

XII. Adjournment

November 19, 2012
6:23 P.M.
Newport, Oregon

The Urban Renewal Agency of the City of Newport met on the above date in the Council Chambers of the Newport City Hall. On roll call, Beemer, Allen, Bertuleit, Brusselback, McConnell, Roumagoux, and Sawyer were present.

Staff present was City Manager Voetberg, City Recorder Hawker, Community Development Director Tokos, and Police Chief Miranda.

PRESENTATION OF COLORS

Members of the American Legion Post 116, from Newport, presented the colors. The Urban Renewal Agency and audience members participated in the Pledge of Allegiance.

CONSENT CALENDAR

The consent calendar consisted of the following item:

- A. Urban Renewal Agency minutes from the November 5, 2012 meeting.

It was noted that since these were joint minutes of the URA and City Council; they could be discussed during the City Council meeting.

ACTION ITEMS

Potential Response to a Letter from The Whaler Motel Regarding a 1992 Urban Renewal Agency Land Sale/Development Agreement. Tokos reported that the issue before the URA is consideration of whether relinquishing a covenant/deed restriction authorizing the URA to repurchase property that it sold to The Whaler if they failed to complete a second phase of the motel expansion by July 23, 2014 is consistent with the URA's objectives in offering the property for sale.

John Clark appeared before the URA regarding this request. He reported that when he received the 2007 extension, it was not to construct a pool and exercise facility, but to improve the western side of the building, which was completed in 2008 at a cost of \$750,000. He noted that he completed a pool building in Phase One. He added that the request to relinquish the deed restriction is being made for the reasons outlined in his letter including the difficulty of financing, the recently revised geologic hazard ordinance, the sewer easement, and the demand for units. He noted that if the URA does not grant the request, he will have to make a decision regarding constructing something or not doing something that is not feasible.

Beemer asked if Clark could sell the property for a greater amount than he paid if the deed restriction was released. It was noted that the sewer easement is moot because the sewer has been abandoned.

Roumagoux asked Clark about the impact of the revised geological hazard ordinance on his property. Tokos noted that it is unlikely to have a significant impact.

Bertuleit suggested that Clark meet with Voetberg and Tokos to work out particular details, and to clarify Clark's goals and objectives.

McConnell asked what a reasonable extension would be, and Clark noted that another seven years from 2014, but that it may make the property more difficult to sell.

Beemer noted that since this agreement was executed, the Elizabeth Inn had been built; the Hallmark enlarged; and three South Beach hotels built, and this has had an impact on potential development of this property.

ADJOURNMENT

Having no further business, the meeting adjourned at 6:31 P.M.

Margaret M. Hawker, City Recorder

Jeff Bertuleit, Chair

January 7, 2013
12:00 Noon
Newport, OR

CITY COUNCIL WORK SESSION

Councilors present: Allen, Bertuleit, McConnell, Roumagoux, Sawyer, and Beemer.

Councilor absent: Lon Brusselback.

Councilors-elect present: Busby and Swanson.

Staff present: Voetberg, Haney, Tokos, Marshall, Jones, and Scofield.

Media present: Dave Morgan with News Lincoln County and Larry Coonrod with Newport News-Times.

Audience present: Mark Saelens.

McConnell called the meeting to order at 12:00 noon, and roll was taken.

1. McConnell turned the meeting over to Tokos to discuss the procedure for handling the SDC appeal received from Teevin Brothers. Tokos explained that this was a chance to talk about the procedure for handling appeals of SDCs. He noted that this is an appeal filed by Teevin Brothers, the developers of the proposed logging operation. He said that this wasn't the time to delve into the substance of the appeal; that will be discussed on January 22nd. Tokos wanted to take a moment to talk about SDCs for those that weren't familiar with them. He explained that SDCs are a tool that governments have for generating revenue to capital projects; streets, storm water, water, sewer, and parks. These charges are authorized under state statute for capital projects for improvements to the systems that are beyond what an individual developer or group of homeowners or businesses would be able to tackle. The City has a capital improvement plan. SDCs help chip away at these for large property interests. Jurisdictions can do that if they have the methodology, which Newport does. The City has been collecting SDCs for a number of years; but went through a comprehensive update in 2007. The methodology provides that SDCs have to be applied uniformly.

Tokos said that in the context of the appeal, the Council will be looking to see if this SDC for storm water is at the rate set by resolution and is consistent with the ordinance and state law. He noted that the Council is not in a position of having a lot of discretion. This appeal will be one of the action items on January 22nd. At the public hearing, it is not required, but Teevin Brothers will be there to present their case. Tokos noted that there will be a memo from the City Attorney in advance of that meeting that sets out sidebars for the Council to follow, which will be under attorney/client privilege for the Council to review but not to share. Busby asked

how our charges compared to other cities of this size. Tokos said that in 2007, they were brought up to about middle of the pack. Beemer had a concern about how to use the privileged information from the attorney without guidance. Tokos said the Councilors will receive a staff memo as well, which is not privileged information. It will be clear what the Council can or can't do. McConnell asked if the appeal was from Teevin Brothers or the Port. Tokos said from Teevin Brothers. The Port has that property under lease, and it is Teevin Brothers who is responsible for paying the SDCs because they are doing the development.

Tokos noted that he didn't put much substance into the material, but there is a difference between small and large systems. We have a storm water system so we can drain the streets, and everybody drives those streets. The City is responsible whether it is a private system or not. He said that the City's methodology is pretty straight-forward for storm water with a fixed rate of \$0.30 per square foot of impervious surface. Charges to Teevin for transportation, water, and sewer have been zeroed out through credits in the ordinance. The credit they would like from the storm water charge was discussed in the methodology and was something that the City could put in place, but the City chose not to.

Allen asked if this was the first appeal under this new methodology. Tokos said it was as far as he knows, and that is why a letter from the City Attorney would be helpful. Allen said that there could be some information from the City Attorney that is confidential; but until he gets a sense of what the attorney is providing, he is having a tough time with information regarding public methodology being privileged. He wondered if the process comes to an end when the Council makes a determination; or if it will move outside the City. Tokos said it could potentially go beyond the City Council to the Port. Allen said that he would assume that if the City Attorney had confidential material, it might pertain to something for further resolution, in which case it would center on litigation. Allen added that he doesn't like keeping information from the public unless it is necessary, so he will be very cognizant of what the City Attorney's memo shows. If it looks like it should be public information, he will stress that. Tokos noted that the request came from the City Attorney. He said that in his memo he could be very clear about what the rationale is for that. Allen said that he would like that. He said that request is meaningless unless there is some substance behind it.

2. Voetberg handed out the City Charter and the Council Rules to the new members. He asked Marshall to introduce the newest City employee. Marshall introduced JJ Scofield, the new HR representative for the City. Marshall explained that JJ had not been chosen as one of the two finalists, but Marshall chose to bring him in as a third to interview, and he was the successful candidate. Everyone welcomed Scofield.

Having no further business, the meeting adjourned at 12:10 p.m.

Wanda Haney, Executive Assistant

Sandra Roumagoux, Mayor

January 7, 2013
6:00 P.M.
Newport, OR

The City Council of the City of Newport met on the above date in the Council Chambers of the Newport City Hall. On roll call, Allen, Beemer, Bertuleit, McConnell, Brusselback, Roumagoux, and Sawyer were present.

Staff members present included City Manager Voetberg, Executive Assistant Wanda Haney, Community Development Director Tokos, Public Works Director Gross, Public Works Senior Project Manager Jones, Finance Director Marshall, Parks & Rec. Director Protiva, Airport representative Vanderbeck, Fire Chief Paige, and Police Chief Miranda.

PLEDGE OF ALLEGIANCE

The City Council and audience recited the Pledge of Allegiance.

ADDITIONS/DELETIONS AND APPROVAL OF AGENDA

Allen made an addition to the agenda under the consent calendar to add the minutes of the executive session meeting of December 17, 2012. Allen also requested that, as in the past, items *ii. (elect Councilor to fill vacancy)* and *iii. (elect Council President)* currently listed under the Mayor's Report be changed from report to action items to be inserted after the Mayor's welcome address before going on to other agenda items. Roumagoux recalled that when she came on the Council, they allowed comments from the audience at large. Allen agreed that the Council actually did allow public comment, and that is why these should be placed as action items and not as part of the Mayor's report. He said two years ago, the Council did these as action items at the beginning of the agenda. McConnell noted it would basically be the same order, just that those two items would be action items. The Council consensus was to make that change to the agenda.

CONSENT CALENDAR

The consent calendar consisted of the following item:

Approval of Minutes of the Work Session and Regular City Council Meetings of December 17, 2012, and the executive session of December 17, 2012.

Allen had a minor change to the regular meeting minutes on the second to the last page under the TSP discussion. He noted that, in the third line down, the word "discussion" maker should be changed to "decision" maker. Beemer noted that on the first page under public comment, the comments by Oly Olson mentions "recent" log truck traffic; and he thought that a word like "proposed" would be better. Brusselback suggested, "potential" instead; and the others agreed.

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

RECOGNITION OF OUTGOING MAYOR & COUNCILORS

Roumagoux presented each of the outgoing Councilors Bertuleit and Brusselback and outgoing Mayor McConnell with plagues of recognition and appreciation and thanked them for their service. Brusselback thanked the staff, the Council, the Mayor, and his wife. Bertuleit gave a thank-you saying that he was happy to have worked with everyone and that staff has been wonderful. He encouraged people to get involved. McConnell thanked the Council, City staff, the community saying we have incredible volunteers, and his wife.

ADMINISTRATION OF THE OATH OF OFFICE TO THE NEWLY-ELECTED MAYOR AND COUNCILORS

Haney administered the oath of office to newly-elected Councilors Swanson, Busby, and Sawyer; and to newly-elected Mayor Roumagoux.

The Council took a 15-minute break for refreshments in honor of the out-going and newly-elected Councilors. The meeting resumed at 6:25 p.m.

OFFICER'S REPORTS

Mayor's Report. Roumagoux presented her Welcome Address. She introduced her husband and daughters. She recognized Newport's first woman mayor. She recognized Toledo school teacher Peter Vince and his students for recording the Council meetings. Roumagoux explained what she is looking forward to as mayor. She noted that she has been meeting with leaders of other groups and organizations throughout the City. She said that every first and third Tuesday of the month, she will hold office hours in her office at City Hall from 3:00-5:00 p.m.; and no appointment will be needed. She plans to continue holding Town Hall meetings in months that have a fifth Monday. She said that her style is working hard to get everyone to sing from the same page. She thanked everyone for the opportunity to serve the citizens.

ACTION ITEMS

Elect Councilor to fill vacancy. Roumagoux asked the Councilors how they wanted to conduct the interviews. Allen recalled that two years ago, each candidate came up separately, and the Council asked them the questions on the list and then any follow-up questions. It was determined to have the candidates make an opening statement and give their background because the audience doesn't have access to the information on the applications. There were four, possibly five, people that had applied for the vacancy. Roumagoux called the first on the ballot, Bill Bain.

Bain noted that he lives at 4910 NW Woody Way and has been a full-time resident since 1987. He served as mayor for five years, ending in 2011. The prior three years he was a

Councilor, and the six years before that served as a Planning Commissioner. He also served in elected positions in Lane County. He is a banker, appraiser, realtor, and had a career with the Navy. He said that he is very interested in the City moving forward and continuing the process that he helped start when he came on the Council. He said that the City is in good hands, and he would like to be part of continuing the good hands policy stewardship. He said that he enjoys representing the community. In answering the Councilors' questions, Bain noted that trust is a key element in a productive relationship between the Mayor, City Manager, and Council. He said communication requires an open-door policy. Bain said that he believes the City is doing a great deal in economic development already with their support through the Chamber of Commerce. He said that Newport is not just a city, we are a regional factor. Newport supports more than the city limits. To promote economic development, Bain said Newport needs to toot our own horn; we are good. Bain did run for election in November, and he noted that he finished fourth. He said that the number of under-votes where people omitted voting for mayor in that election was astonishing. As far as reasons why he should be selected to fill the vacancy, Bain noted that he did finish fourth in the election, he lives in the north end and he believes it is important to have geographic distribution on the Council, his experience, and his interest in the City.

Roumagoux noted that it was close to 7:00 p.m. when the public hearing was scheduled to begin, and only one candidate has been interviewed. She wondered how the Council wanted to handle that. Allen noted that as long as the hearing doesn't occur before 7:00 p.m., the Council has taken action items past 7:00 p.m. and announced that the public hearing would be held later in the meeting. He thought it is fine as long as the hearing is held past 7:00, and that announcement is made. Beemer agreed that the Council should continue. Roumagoux announced to the audience that the public hearing would be held later in the meeting. She called the second candidate, Jeff Bertuleit.

Giving his background, Bertuleit noted that he has a degree in urban planning. He said he has a background in architecture and real estate. He has had various committee assignments throughout the years. Answering the questions, Bertuleit said that the key to a productive relationship is communication. He said that to communicate with citizens, the Council needs to reach out to the neighborhoods. He said that the Council needs to respond to the citizens in a timely manner. The Council needs to invite people from the community to some type of less-formal meeting to get people involved. Regarding economic development, Bertuleit said that the City needs to play a collaborative role with all entities. The City needs to reach out and poll special-interest groups for what they see as impediments. He noted that business is becoming more electronically-oriented, and we need to encourage tech-based businesses. There are eco-tourism opportunities. He said that the City needs to go after grants. We need to look at industrial and commercial properties to get them ready for the market. Bertuleit noted that he did run for office. When he made his announcement for Mayor, there appeared to be no interest. He said that his interest is still there, and he still wants to be part of the Council. Reasons he stated why he should be selected included the fact that he is well-informed with current issues and has the experience and educational background with regard to that. He has developed many contacts over the years. He has perseverance and has been working this long to get things done. He has the patience to carry things through.

Roumagoux called up the next candidate, Diana, who was not present; and was therefore omitted. Next she called Lloyd "Oly" Olson. Olson noted that he is mostly known by Oly. He said that he lives in the area above the Embarcadero. He explained that he spent 36 years working for the National Parks Service, and noted that large national parks are very much like a small city. He said that he is on the committee looking at the traffic from the Teevin Brothers operation. In answering the questions, Olson noted that the key element to a productive relationship is primarily communication. He said there has to be open dialogue. Regarding communication with citizens, he said the Council needs to do more. He said that he enjoys the Town Hall meetings and believes they should be expanded. As far as the City's role in economic development, Olson said that he agrees with the last two candidates. He said that one area the City has bypassed is the group of retirees who are in Newport. He said these are equivalent to a job. He believes the City needs to have a stronger outreach and encourage them to live here. He said this group of retirees is an industry unto itself. He said that one area to improve is to have overlapping strategies with other cities, and the Port, so that they complement each other. As far as the election in November, he said that he did consider the 4-year position. As it got within a day or two of submitting his application, he determined that he had spent the last fifteen years trying to reduce his stress level. He spent a lot of years in public service and has a propensity to take on tasks with strong intensity; and he wasn't sure he wanted to take that on for four years. He said when this appointment came open, he thought he could do a good job for two years and keep up his level of intensity. Reasons he listed why he should be selected included his many years of being a problem-solver; he is very knowledgeable of city's operations, because he has dealt with these types of operations for twenty-five years; he has been on management teams, which is equivalent to the City Council; he approaches things with intensity, and he can bring a lot of energy on topics that come before the City.

Roumagoux called for the final candidate, Mark Saelens. Saelens explained that he came to Newport as the result of spending a summer going to Oregon State. He has degrees in fisheries science. He was housed here in Newport doing fisheries data collection, and he worked his way up the chain to being someone responsible for converting data to something that could be used. He thought that could be valuable to the Council. He was acting as a science advisor the last few years and was in charge of putting together workshops. He decided he was too young to retire, so more recently he has worked for Lincoln County in solid waste management. He has been a resident of Newport at 275 NE San-Bay-O Circle for the last three years. He said that he has a way of getting people to see both sides of things and getting the best out of it. In answer to the questions, Saelens said communication is the key to a productive relationship. He added that once the communication network is open, you need to be clear about what the expectations are. He said there should be a conversation about what happens if we don't make deadlines. He said there needs to be constant recognition among the parties that this is working well for all parties and knowing what is expected. He said that he has been pursuing as many community events as he could. He suggested that maybe the City Council should have a booth at some of these events. He said he thought it was great for the Mayor to have regular office hours. He thought that maybe the Council members could also volunteer to be here, and he wondered about having weekend hours. He also suggested better electronic communications. Saelens said that a stronger economic development position for

the City comes back to the City generating more business, more people living here, and more revenue. He noted that, beyond that, it is really hard to go after the limited number of grant monies. He believes a city needs to spend enough to have shovel-ready projects. He said the City needs to be on the lookout for grant opportunities and focus on collaborative efforts. He said that we need to look around at other small cities to see what they have done and use that as examples. He suggested a panel of people looking at what had been some of the roadblocks and taking another look at how to get around those. He mentioned that University of Oregon offers various schools of discipline where you can actually spend a certain amount of money to engage that expertise to work directly with cities; basically a classroom of experts. It costs money, but cities he has read about have reported that they were getting a university think tank. He said that as projects are launched, time needs to be spent evaluating why something was successful. He said the City needs to be looking at getting professional help. As far as running for the office, Saelens said he looks at whether he plugs in as an asset to the team and was thinking in terms of running. He was hotly involved in the bag ban issue at the time and didn't want that to cloud people's decisions. He asked the advice of a few people in government and was advised to wait until the next go-around. Once he found out about the appointment, he thought maybe he would at least apply for an appointment and then be ready to run the next time. He said personally he has been planning when he could serve on the City Council. One reason Saelens gave for selecting him is his science background because cities and counties are headed down a road where there will be additional pressure from State and Federal governments; especially on water quality. He also said that he is a good listener and actually builds a picture while listening in order to see eye to eye. He said that the qualifications he brings to the Council will help make a well-rounded Council. He noted that he has worked at all levels of government and believes that his skills are what the Council needs the most.

Council discussion: Beemer said that these were four very qualified people. Allen said that he is looking forward to having discussion with the other members before making the final selection. Sawyer agreed with Beemer that all four are qualified. He encouraged those that don't get the appointment to stay involved. Allen agreed with Sawyer about that because all of the candidates have a wealth of knowledge. He said there is different perspectives from each. He added that whoever is chosen will bring a perspective that will enhance the Council. Allen said that when he was first on the Council, there was a situation where they had to select a Councilor at mid-term; and when they did, they looked at merits to make a decision. He noted that is difficult when all the candidates are qualified. Allen noted two years ago, the Council was following on the heels of an election and looked at the dynamics of the election for help. He said that when that happens, he is determined to look at what the voters told him. He respects the voters for that and actually considered the election as part of his decision. He looks at whether it was a close vote. He said two years ago it was clear. He said that looking at this election for Council, Bain came in fourth, but there wasn't as close a vote at the Council level as there was two years ago. He said he looks at whoever ran; and Bertuleit ran for Mayor. He noted that all are Council members. All have a seat on the Council and have one vote. He noted that there was a close vote in the Mayor's race; 64 votes, or 1.5%. Allen said that the voters spoke; they support both Roumagoux and Bertuleit. He said there was clear voter

support, and looking at it that way makes his choice easier. Allen said the electorate has spoken; and he chose Bertuleit based on those results.

Beemer said that Allen's point was well-taken, but there are numerous factors involved and there are other considerations.

Busby said that he could easily serve with any of the candidates. All are qualified, and he can work with each of them. Busby agreed with what Allen said. He gives that credence, but that is not the only factor in his choice. He looks at how much vision that person has, their experience, and what their performance record has been. For those reasons, he supported Bertuleit.

Sawyer said this is a hard position for him. Two years ago he was on the other end. He agrees that all four could be a Councilor. He understands what Allen said about the election. He wished he had a four-sided quarter he could flip. Based on what all four talked about, Sawyer said that Saelens is the one he supported.

Swanson said that she carefully listened, and everyone has qualifications. She also watched the interviews and the body language. She felt that Saelens came out on top. He interviewed very well and offered suggestions of what the City could do. She supported Saelens.

Roumagoux agreed that all of the candidates did great. She agreed with Allen that all of them should please remain involved and be interested in the City. She believes we have the talent to complement the strengths the Council now has. She is looking for someone that will bring fresh visions; and based on that and after listening, she supported Saelens.

The Commissioners completed their written ballots and the votes were tallied. Saelens received four votes; and Bertuleit, two.

MOTION was made by Sawyer, seconded by Beemer, to appoint Saelens to the vacancy. Allen noted that although he will welcome Saelens, if that is the way the vote goes, he will be voting no only because he is going on the principle of what the voters told him; and he will not deviate from that. The motion carried 4-2 in a voice vote with Roumagoux, Swanson, Sawyer, and Beemer voting in favor; and Allen and Busby voting against.

Haney administered the oath of office to Saelens, and he took his seat on the Council.

Elect Council President. Allen noted that he is currently the Council President and has served as that for the past year. As noted in his memo included in the Council packet, he wanted to make clear what his position is. He was at a workshop at Portland State where they talked about the role of Council President. The President fills in when the Mayor doesn't preside. The workshop made a good point that it is good to rotate the position each year because that gives experience to different Councilors to fill in. Allen said that he felt the same way. He served one year and would choose not to again. He would like someone else to get that experience. Therefore, he would decline serving a second year in that position. Beemer agreed with Allen about the experience.

MOTION was made by Beemer, seconded by Allen, to elect Sawyer as Council President. The motion carried unanimously in a voice vote, with Sawyer abstaining.

Committee Re-appointments. The Council packet included a list of the various committee members being re-appointed for 2013. Roumagoux noted that there are some vacancies.

MOTION was made by Allen, seconded by Beemer, to re-appoint all those members shown on the re-appointment list. The motion carried unanimously in a voice vote.

OFFICER'S REPORTS (continued)

City Manager's Report. Voetberg noted that included in the packet was the certified 2012 population update.

Voetberg invited the new Councilors to come in and talk to the department heads; and, if they wanted tours, those could be scheduled. He said that city staff has an open door policy.

Voetberg noted that OCCC is having Legislators stop by on January 9th and 10th, and the meetings are open to the public.

Voetberg noted that also included in the packet was an update on potential violations reported by a citizen who notices violation throughout town. Code enforcement is looking at these. This individual will be kept updated as promised by the Chief.

For the new Councilors, Voetberg noted that he does include a project update prepared by the Senior Projects Manager, Ted Jones.

Voetberg did include the Manager's Weekly Report. He noted that last week he was talking to Public Works Director Tim Gross, and water distribution is very thin on personnel. We have one supervisor that will be out for several months due to a health-related injury. We are looking at hiring another person in that department not only to pick up the slack from the supervisor, but also there is so much to be done. Voetberg asked Gross to give an explanation. Gross confirmed that the supervisor will be off for an extended period of time. He is working from home to the best of his ability. Gross said we have three water distribution workers. One works with Streets, and two are in the field most of the time. One of those has taken over the supervisor duties. Gross said he is having difficulty running full groups and has been running lean for a long time. He noted that there is regular maintenance that doesn't get done because we don't have the staff. He said he needs to add a body to maintain the system and provide safe work groups. He said he needs two on a crew. When we don't have that, it is time to add.

Allen noted that in the City Manager's Report he didn't see where at the last meeting, Patricia Patrick had an outreach issue with rentals; and Voetberg was going to check with the City Attorney and get back to the City Council. He asked if Voetberg had an update of whether he talked to the City Attorney and what has been done regarding that. Voetberg noted that David Marshall is working with the City Attorney on drafting administrative rules and is prepared to have a concept and draft at the next meeting. He said that the Council can expect something at the next meeting.

DISCUSSION ITEMS AND PRESENTATIONS

Fire Department Collaboration Committee Recommendations. Paige had a PowerPoint presentation. He noted that this is a project that has been underway for about a year now. He said that some of the Council has been updated along the way or directly involved in this process. Paige quickly ran through the history of the past year and where this is today and what the next steps are. He said the purpose tonight is also to stimulate questions for a workshop taking place at City Hall in the Council Chambers at 6:00 p.m. on January 24th, which

will be a joint workshop between the City Council and the three involved fire district bureaus. At that meeting, he will run through these same slides or have updated slides and have conversation and get public comment. Then this will move on to each Council making its own decision whether to be involved further with the process. Paige said that the goal is not necessarily to do things cheaper, but to try to provide better service with the resources we have. Paige noted that copies of most of the slides were included in the packets. He said that he would be happy to meet with any of the Councilors individually, and he said he is happy to answer any questions before that meeting. Paige said that the process started about a year ago through ESCI. About six fire departments representing seven districts in the county were involved. All were facing decreasing volunteers and increasing pressure on budgets. There was some thought that if we don't work on this, the State may mandate it. Recommendations out of the study were presented in June at the PAC. They represent improvements for each department generally with concepts for working together and specific strategies for combining departments. Newport city, Newport rural, Depoe Bay, and North Lincoln departments were looking into this. The consensus was that Depoe Bay and both Newport departments should work closer together now; and maybe North Lincoln in the future. A fire authority would be formed through an ORS 190 agreement; an intergovernmental agreement to share certain resources. Paige said that these studies and minutes of the meetings are available on the Fire Department's web site. A collaboration committee was formed with representatives from Newport city and rural and Depoe Bay fire departments, representatives and alternates from City Councils, paid staff, volunteers, and administration. They met monthly and identified issues and whittled down what would be shared. Central Oregon Fire in Waldport had expressed an interest in the process and took a formal action and began meeting as well. They came up with a model with roles and responsibilities. It would be called the Central Coast Fire Authority. The goals are to enhance service levels, maintain existing personnel, maintain existing programs, maintain current funding, and provide a flexible framework that would provide plugging in other entities if mutually beneficial. The recommendation of the committee was to have five members on the Fire Authority Board; one from each district and two from the City of Newport. The cost of the fire authority budget would be shared the same as it was for the original study. Paige said a contract is being worked on based on the one used by Lane County Fire Authority, and they are working with the City Attorney who also represented them. Hopefully there will be a draft document available to share at the upcoming meeting. Paige said that as this moves forward, it will require some sort of budget; and they need to have that decision made on how the costs will be shared. He showed a sample budget for year 1 of the CCFA; which, for purposes of illustrations, showed the types of shared expenses. They came up with a simple \$50,000 budget; \$13,000 each from Central Coast and Depoe Bay districts, \$18,500 from City of Newport, and \$5,500 from Newport rural district. Paige presented the recommended organizational chart. He noted that at the top are the committee directors. The shared resources were shown in dark yellow. The current fire departments have paid staff and volunteers shown in the brighter yellow. Their main emphasis was that they don't want to mess up a good thing. They have a pretty good program going on and have worked for what they have now. There would be more standardized training and operating procedures under shared administration. Paige noted that the administrative duties are included in the materials. He showed a map of the fire authority area indicating where the

stations are located. Together they cover 82 square miles. There is an ambulance transport service of 200 miles. There is a population of about 20,000. There are nine fire stations. The fire authority has \$2.5 million value and has 20 career employees, 56 volunteers, and 2.5 administrative positions. Paige said that at the joint work session on the 24th with the City Council and the Board of Directors, hopefully we get a feel of whether the Council wants to proceed with this. Then the next step would be at the next regular meeting of each entity, they would ask for the authority to enter into a 190 agreement. He said that they would like to have a decision before it's time to go into the budget process. He noted that uniforms would already be budgeted for, but there would be some legal costs and insurance for the new entity. Allen noted that he would not be able to attend the work session on the 24th because he will be at a meeting in Salem. Beemer said that Paige gave a thorough presentation. Roumagoux complemented Paige. She said there has been talk of collaboration of these districts for a long time, and seeing it at last is wonderful. Paige noted that the fire chief from Depoe Bay and the directors of the boards were present in the audience. He said everybody has pushed together with the goal of improving service. Beemer said that the directors from the other fire districts have been very involved in this and are very anxious to make it work.

Roumagoux called a 5-minute break. The meeting resumed at 8:30 p.m., and Roumagoux noted a change in the order of the agenda so that the action item would be considered first and then the public hearing would be held.

ACTION ITEMS

Approval of recommendation from Destination Newport Committee with regards to CBS billboard. Voetberg explained that the City charges room taxes, part of which goes toward advertising and promoting Newport. He said that historically, the Destination Newport Committee (DNC) decides how to do that promotion; magazines, billboards, radio spots, etc. The DNC takes those funds and forwards a recommendation to the City Council for formal approval. The recommendation of the DNC is that the Council move forward with these two proposals; an agreement with CBS Outdoor Advertising for one-year billboard advertising near Newberg, and a poster campaign in and around Eugene/Springfield/Corvallis and Albany. He said that is why this is before the Council.

Lorna Davis, committee co-chair, noted that a few years ago, DNC had an agency managing the marketing for them. She said that the committee made a decision to move away from using an agency and now gets more for our advertising dollar by managing it internally. She explained that the proposal from CBS Outdoor is for a billboard in Newberg and a poster campaign starting in February until June in the Eugene/Springfield area and the Corvallis/Albany area. The cost for the billboard is \$14,000; and the cost for the poster campaign would be somewhere around \$38,000.

Sawyer, who is the Council liaison on the DNC, noted that the committee is made up of local folks that include motel managers and CEOs of companies such as Mo's. They have experience on their own, and bring a wealth of knowledge to the committee. It is helpful that they can consider things that these people have tried. Davis agreed that since they are advertising already, we can dovetail with them and market collaboratively.

Busby said that he has heard good things about the committee, and he certainly believes in supporting Newport and bringing in business. His concern was that when he went through the materials, there was no justification, no draft copy, and no indication of where they were going. It just said south valley, and there is nothing about what will be on them. He wondered about competitive bids. He said that when the cost is \$52,000; he wants to know about how it was procured. Sawyer noted that the committee had all of that information in front of them. Busby wanted to know why the Council didn't have any of this information. Davis said that the committee gets all these proposals. That was in the materials they reviewed. There were some companies that had comparable offerings, but were not as well-liked. They do get competitive bids. They compared two companies and determined that the Newberg site was at a price that was lower than the other company. There was nothing comparable to the poster campaign. There was no other company.

Allen wanted to acknowledge Busby's concern. He suggested that on large ticket items, perhaps in the future the committee could provide more underlying information that they relied on so the Council can make their own determination. He said it is just good practice to give the Council that information. Davis said that she was not aware that the Council didn't have that. Beemer said that he would make that same comment. He knows and trusts the people on the committee and would vote in favor of this; but all the same, if asked, he hates to say he didn't see pictures of this. Allen noted that we are half way through the fiscal year, and asked how much of the \$325,000 they have spent including this \$50,000. Davis replied that just over \$100,000 is left. She explained that they follow a specific calendar. In winter months, they typically go dark with advertising. The CBS posters will start in February and run through the end of the fiscal year. Davis' recommendation is for DNC representatives to be present at one of the Council work sessions to give an overview of what the committee has done in the past and what they are planning. Allen agreed that would be advantageous. Davis said that the DNC makes a recommendation to the Council; they don't have control of what is in the packet. She agreed that the committee needs to make that recommendation in such a way that the Council has the same criteria as they had when making that decision. Saelens said he had the same concern and asked why only this one company. Davis said they have used other companies; Meadow and OnDisplay. They had a 90-foot sign from OnDisplay in Portland. There are a number of companies they have gone with before; it depends on the best purchase. She said that \$52,000 sounds like a large sum of money. She said that is traditionally the type of money they market with for the campaign. Saelens agreed that people don't come to Newport if they don't know we're here. Davis said the biggest benefit is that the contract used to be with an agency in Portland, and we never saw the bulk of it. Since they made the change, all of the money is managed here. They try to advertise with local vendors. They were able to reduce production costs by using a local photographer and artwork.

MOTION was made by Allen, seconded by Sawyer, with the understanding that there is information the Council will want next time, to approve the DNC recommendation to enter into an agreement with CBS Outdoor Advertising for a one-year billboard near Newberg and a poster campaign in and around Eugene/Springfield/Corvallis and Albany in the total amount of \$52,580. The motion carried 4-2 in a voice vote, with Allen, Sawyer, Roumagoux, and Swanson voting in favor; and Busby and Saelens voting against. Saelens noted that he was opposed

primarily because he didn't have all the information and he is new to the Council. He said he thinks the committee is great and looks forward to hearing what they do.

PUBLIC HEARINGS

Public Hearing on Ordinance No. 2047, creating a new Municipal Code, Chapter 4.30, Prohibiting the Distribution of Single-Use Plastic Carryout Bags by Retail Establishments.

Roumagoux opened the public hearing at 8:50 p.m. Allen asked Voetberg how this process will play out for the next several meetings for sending this out to the voters in May. Voetberg said the intent is to have the vote in May on whether to have some kind of ban on plastic bags. We want people to have an up or down vote on the actual ordinance. He said it has to go to the County Clerk. The Council wanted to have two public hearings before sending it to the County Clerk. This is the first hearing to get public comment on the actual ordinance. At the end of the second public hearing, the Council can decide if they want to tweak it a little bit before saying this is the ordinance we want the public to vote on.

Terry Obteshka, citizen and small business owner, said that he appreciated the opportunity to comment. He said there are three ways to look at single-use plastic bags; environmentally, economically, and aesthetically. Environmentally: They use petroleum to make the bags. There could be VOCs from solvent-based inks to put logos and names on the bags. Turtles may eat the bags. He said those are minor issues. Economically: Retailers have to pay for the bags. They may get produced in China. There is more fuel and more expense. Aesthetically: Bags blow around the community. When it rains, they stay plastic. They stay forever. He said he can imagine the day when the City Center looks like a real deco center, and there is streetscaping and artwork around the community, and we have flowers and landscaping, city parks and property, and we no longer have "urban plastic tumbleweeds" blowing around. He said to consider how the late Governor Tom McCall would vote.

Laura Sievers said that as a park ranger at Yaquina Head she saw when people would come and open their car doors how the plastic bags were swept out. They got in the tide pools, were eaten by the harbor seals, and scared the nesting birds. She saw firsthand the negative side of plastic bags. She personally thought it would be great if there were even more incentive not to use plastic bags. A \$0.05 credit if you carry your own bag possibly might be an incentive so people don't use them. She said that plastic bags might be the better in rain, but reusable bags might be the best.

Busby thought that was some of the best testimony he had heard on this subject. Allen said that he had some questions about the ordinance, but those could wait until the conclusion of the second hearing if that is the next meeting and bring it up then. Saelens said the Council needs to be careful not to create an ordinance that would unduly shift the use to paper bags. He said there is nothing here that will prevent that from happening. He thought maybe there should be that discussion after the next meeting. Allen said he has a question about the purpose statements and thought the language maybe should be adjusted to make it more straight-forward. He wants to send an ordinance to the voters that will be as clear as possible so they can make an informed vote. He said he can wait until the next meeting to have that discussion.

MOTION was made by Beemer, seconded by Swanson, to continue the public hearing to the January 22nd meeting at 7:00 p.m. The motion carried unanimously in a voice vote.

COUNCIL REPORTS AND COMMENTS

Busby asked about committee liaison appointments, and Roumagoux confirmed that would be at the next work session.

Allen noted that Tokos served on the PMEC site selection team. Allen was a public-at-large member. He said that they put a site proposal together and forwarded to NEMRAC. The selection will be made between Newport and Reedsport on January 15th. Secondly, Allen noted that OPAC, which he sits on, reached a final recommendation on the Territorial Sea Plan (TSP); a process they have been undertaking for four years. Recommended sites have been forwarded to LCDC. The final meeting will be January 24th to adopt the recommendation. Allen forwarded a recap to Tokos and said he could forward that to the Planning Commission and the City Council. He noted that the City Council weighed in on this at the last meeting. He said he is comfortable with the recommendation and is looking forward to the LCDC meeting on the 24th to testify on behalf of the issues.

PUBLIC COMMENT

Oly Olson said that at the December 17th meeting he made a request about a public hearing in reference to the proposed log truck route and was told we should wait to have hearings until the City gets the TIA. He asked if there was any news on that. Tokos said that he anticipates receiving it from Teevin later in the week. Olson noted that at the task force meeting on January 9th they will be having a presentation and wondered if the Council would appreciate a second briefing. Allen confirmed that Wednesday will be a task force meeting where they will be coming up with a recommendation for short-term resolutions. He said there is the appointed liaison, which he has been for the past several months. Beemer was the alternate. After Wednesday's meeting, they will switch roles for the long-term proposal. Allen said they are anticipating that the Task Force Chair will bring to the City Council a final recommendation, and the Council can decide how to proceed. Allen said that hopefully before the public hearing, there will be the TIA, so the Council can hear from people who want to make comments on that issue.

Voetberg noted that the Council will hold a joint work session with the Lincoln County Board of Commissioners at 6:00 p.m. on January 16th. He asked the Councilors to please pass on to City Recorder Hawker anything they have for the agenda.

ADJOURNMENT

Before adjourning, the Council posed for a council photograph. Having no further business, the meeting adjourned at 9:10 p.m.

Wanda Haney, Executive Assistant

Sandra Roumagoux, Mayor

City of Newport
Monthly Distributions
Dec-12

Name	Check Issue Date	Check Number	GL ACCT	Amount
Rau Plumbing	12/7/2012	18632	601-6110-7024	\$ 442.90
NEWPORT AUTO PARTS, INC	12/31/2012	18905	101-1090-6410	\$ 292.41
West Coast Linen	12/31/2012	18904	101-1090-6101	\$ 13.90
Waldport Ready Mix	12/31/2012	18903	304-3420-6115	\$ 125.00
Voetberg, Jim	12/31/2012	18902	101-1020-6202	\$ 84.71
USA Blue Book	12/31/2012	18900	304-3410-6113	\$ 913.33
Tradenet	12/31/2012	18899	302-3210-7601	\$ 650.00
TCB SECURITY SERVICES, INC.	12/31/2012	18898	101-1070-6009	\$ 150.00
Stitchin Post, The	12/31/2012	18897	101-1070-6030	\$ 30.00
Staples Advantage	12/31/2012	18896	101-1070-6402	\$ 153.18
Staples	12/31/2012	18895	301-3120-6402	\$ 42.94
Seal Rock Water District	12/31/2012	18894	202-2220-8023	\$ 5,000.00
Satcom Global FZE	12/31/2012	18893	101-1070-6204	\$ 36.15
Samaritan Occupational Med	12/31/2012	18892	304-3420-6032	\$ 137.00
ProBuild Newport #609	12/31/2012	18891	304-3420-6115	\$ 113.14
Utility Refunds	12/31/2012	18890	303-01114	\$ 4.26
Oregon Mayors Association	12/31/2012	18889	101-1010-6213	\$ 120.00
NW Natural	12/31/2012	18888	101-1035-6109	\$ 6,728.32
NO-D-LAY SHOE SHOP	12/31/2012	18887	302-3210-6407	\$ 200.00
NEWPORT AUTO PARTS, INC	12/31/2012	18886	303-3320-6501	\$ 115.58
Monroe, Jennifer	12/31/2012	18885	401-4150-4302	\$ 45.00
Utility Refunds	12/31/2012	18884	303-01114	\$ 16.43
Maier Roofing Company	12/31/2012	18883	101-1035-6113	\$ 770.00
Lincoln County Fleet Services	12/31/2012	18882	101-1090-6410	\$ 42.96
Utility Refunds	12/31/2012	18881	303-01114	\$ 25.30
J.C. Market	12/31/2012	18880	101-1070-6402	\$ 6.38
Industrial Welding Supply, Inc	12/31/2012	18879	304-3420-6115	\$ 61.14
Idea Print Works	12/31/2012	18878	101-1070-6219	\$ 323.20
Haynes, Tyson	12/31/2012	18877	101-1070-6407	\$ 200.00
H & W Emergency Vehicles	12/31/2012	18876	101-1090-6410	\$ 109.58
Gainer, Brent	12/31/2012	18875	101-1070-6407	\$ 200.00
FRANCE, MITCH	12/31/2012	18874	101-1070-6407	\$ 200.00
Fastenal Company	12/31/2012	18873	303-3320-6407	\$ 4.25
Family Farm Enterprises, Inc	12/31/2012	18872	101-1035-6113	\$ 500.00
Englund Marine Supply	12/31/2012	18871	304-3420-6115	\$ 342.16
Utility Refunds	12/31/2012	18870	303-01114	\$ 58.23
Dutton, Richard	12/31/2012	18869	101-1025-6201	\$ 182.10
Duprau, Rebecca	12/31/2012	18868	401-4160-6216	\$ 5.00
Dell Financial Services	12/31/2012	18867	101-1025-6308	\$ 2,743.15
Complete Wireless Solutions	12/31/2012	18866	101-1070-6030	\$ 788.00
Coast Range Equipment and Repa	12/31/2012	18865	304-3420-6115	\$ 1,315.70
Chuckie D's	12/31/2012	18863	101-1090-6112	\$ 100.00
Charter Communications	12/31/2012	18862	401-4150-6206	\$ 31.69
Century Link	12/31/2012	18861	403-4310-6204	\$ 211.25
CASELLE	12/31/2012	18859	101-1050-6216	\$ 3,541.76
Carson Oil Co	12/31/2012	18858	402-4210-6403	\$ 694.62
Carquest Auto Parts Stores	12/31/2012	18857	303-3320-6114	\$ 29.12

Calhoun and DeJong, Inc.	12/31/2012	18856	402-4220-6220	\$ 779.86
Brown & Caldwell	12/31/2012	18855	304-3430-6025	\$ 6,949.00
Utility Refunds	12/31/2012	18854	303-01114	\$ 35.18
Blumenthal Uniforms & Equipmnt	12/31/2012	18853	101-1070-6418	\$ 44.99
Utility Refunds	12/31/2012	18852	303-01114	\$ 30.88
Barrett Business Svcs, Inc	12/31/2012	18851	101-1035-6009	\$ 784.40
Barrelhead Supply, Inc	12/31/2012	18850	303-3320-6501	\$ 72.80
AT&T	12/31/2012	18849	101-1070-6205	\$ 717.51
Associated Cleaning Serv., Inc	12/31/2012	18848	403-4310-6101	\$ 7,028.00
Ace Alarms	12/31/2012	18847	101-1070-6212	\$ 66.00
Aboveboard Electric, Inc	12/31/2012	18846	304-3420-6115	\$ 1,596.15
A Work Safe Service, Inc	12/31/2012	18845	304-3410-6216	\$ 180.00
Xerox Corporation	12/20/2012	18844	101-1050-6211	\$ 1,982.46
Wire Works LLC	12/20/2012	18843	101-1070-6112	\$ 270.35
West Coast Linen	12/20/2012	18842	402-4220-6101	\$ 19.53
Watershed, Inc	12/20/2012	18841	101-1070-6407	\$ 149.24
Waarvick & Waarvick	12/20/2012	18840	101-1030-6030	\$ 500.00
Vaisala, Inc	12/20/2012	18839	402-4210-6114	\$ 1,500.00
USA Blue Book	12/20/2012	18838	303-3310-6408	\$ 2,550.43
UNIVERSAL BLOWER PAC., INC.	12/20/2012	18837	304-3410-6332	\$ 1,459.30
United Grocers	12/20/2012	18836	101-1035-6501	\$ 28.26
True-Cut Engraving, LLC	12/20/2012	18835	101-1090-6501	\$ 101.25
Troyer's Marine Supply	12/20/2012	18834	303-3320-6501	\$ 133.22
Traffic Safety Supply Co., Inc	12/20/2012	18833	302-3210-6501	\$ 471.91
Tokos, Derrick	12/20/2012	18832	101-1400-6201	\$ 18.48
Thompson's Transfer & Disposal	12/20/2012	18831	101-1020-6106	\$ 191.10
Thompson's Sanitary Serv., Inc	12/20/2012	18830	401-4130-6106	\$ 382.19
Syn-Tech Systems, Inc.	12/20/2012	18829	402-4220-6211	\$ 495.00
Statewide Environmental Svcs	12/20/2012	18828	402-4210-6027	\$ 3,686.50
Staples	12/20/2012	18827	301-3120-6402	\$ 162.80
SMITH, TED J	12/20/2012	18826	101-1100-6202	\$ 91.85
QuickScores LLC	12/20/2012	18825	401-4160-6413	\$ 30.00
Public Works Supply, Inc	12/20/2012	18824	301-3110-6215	\$ 292.19
ProBuild Newport #609	12/20/2012	18823	303-3320-6501	\$ 9.57
Platt Electric Supply	12/20/2012	18822	101-1035-6113	\$ 182.35
Pioneer Telephone Cooperative	12/20/2012	18821	304-3410-6204	\$ 154.68
Pioneer Printing, Inc	12/20/2012	18820	303-3320-6208	\$ 85.85
Pepsi-Cola Bottling Co. Eugene	12/20/2012	18819	401-4150-6406	\$ 161.20
Peak Internet	12/20/2012	18818	402-4210-6122	\$ 126.93
Pape Machinery, Inc	12/20/2012	18817	302-3210-6403	\$ 146.66
Pacific Coast Plumbing, Inc	12/20/2012	18816	401-4130-6113	\$ 461.42
OREGON HEALTH AUTHORITY-Cas	12/20/2012	18815	303-3310-6213	\$ 40.00
Oregon Beach Vacations	12/20/2012	18814	403-4310-4103	\$ 11,640.89
OCZMA	12/20/2012	18813	101-1010-6405	\$ 48.00
OCPDA	12/20/2012	18812	101-1400-6213	\$ 85.00
Ocean Tire Factory	12/20/2012	18811	101-1070-6112	\$ 3,428.10
NO-D-LAY SHOE SHOP	12/20/2012	18810	302-3220-6407	\$ 768.91
NFPA	12/20/2012	18809	101-1090-6216	\$ 165.00
News-Times	12/20/2012	18808	401-4130-6207	\$ 158.00
Newport Public Library	12/20/2012	18807	101-1100-6101	\$ 30.15
Nael, Hanna	12/20/2012	18805	401-4160-6413	\$ 95.00
Murphy, Chris	12/20/2012	18804	401-4160-4302	\$ 45.00

MIKE'S HEATING AND AIR	12/20/2012	18803	401-4150-6331	\$ 1,063.25
McUne, Roxanne	12/20/2012	18802	401-4150-4302	\$ 5.00
Mascott Equipment	12/20/2012	18801	303-3320-6115	\$ 167.10
Lyle Signs, Inc.	12/20/2012	18800	302-3210-6516	\$ 150.00
Lloyd, Robert Sheet Metal, Inc	12/20/2012	18799	101-1200-6016	\$ 1,530.00
Lincoln Glass Company	12/20/2012	18798	101-1035-6113	\$ 855.57
Lincoln County Public Works	12/20/2012	18797	101-1100-6403	\$ 10,329.52
LEAF	12/20/2012	18796	402-4210-6209	\$ 238.96
Lazerquick	12/20/2012	18795	101-1050-6208	\$ 960.00
KSHL Radio	12/20/2012	18793	401-4150-6207	\$ 150.00
Utility Refunds	12/20/2012	18792	303-01114	\$ 58.30
Utility Refunds	12/20/2012	18791	303-01114	\$ 34.95
Utility Refunds	12/20/2012	18790	303-01114	\$ 18.35
Jewkes, Troy	12/20/2012	18789	401-4160-4302	\$ 50.00
J.C. Market	12/20/2012	18788	101-1090-6216	\$ 14.51
J&J COASTAL ELECTRIC INC.	12/20/2012	18787	401-4130-6111	\$ 562.00
Itron, Inc	12/20/2012	18786	101-1055-6102	\$ 350.00
Industrial Welding Supply, Inc	12/20/2012	18785	304-3420-6115	\$ 11.49
Idea Print Works	12/20/2012	18784	401-4160-6413	\$ 73.46
Groth-Gates Heating & Sheet Me	12/20/2012	18782	101-1100-6113	\$ 117.00
Giles, Richard	12/20/2012	18781	101-1090-6402	\$ 124.77
Garage Door Sales	12/20/2012	18780	101-1090-6113	\$ 250.00
Utility Refunds	12/20/2012	18779	303-01114	\$ 6.90
Fastenal Company	12/20/2012	18778	101-1090-6410	\$ 36.52
Englund Marine Supply	12/20/2012	18777	101-1035-6113	\$ 142.32
Employment Relations Board	12/20/2012	18776	101-1010-6006	\$ 500.00
Utility Refunds	12/20/2012	18775	303-01114	\$ 42.45
ECONorthwest	12/20/2012	18774	101-1400-6030	\$ 1,602.50
DAS STATE	12/20/2012	18773	101-1090-6507	\$ 30.00
Coastal Paper & Supply	12/20/2012	18772	101-1900-6402	\$ 581.27
Coastal Arts Guild	12/20/2012	18771	101-1055-6030	\$ 160.00
Coast Range Equipment and Repa	12/20/2012	18770	304-3420-6115	\$ 1,232.98
Century Link	12/20/2012	18768	403-4310-6204	\$ 41.25
Central Lincoln P.U.D	12/20/2012	18767	403-4310-6103	\$ 24,605.67
CDW Government, Inc	12/20/2012	18766	101-1070-7010	\$ 4,220.00
CASELLE	12/20/2012	18765	101-1050-6305	\$ 1,398.00
Carson Oil Co	12/20/2012	18764	101-1070-6403	\$ 87.18
Carquest Auto Parts Stores	12/20/2012	18763	303-3320-6114	\$ 5.32
Brown, Alan Tire Center	12/20/2012	18761	302-3220-6114	\$ 26.75
Braxling & Braxling, Inc	12/20/2012	18760	303-3320-6420	\$ 3,084.79
Bigfoot Beverages	12/20/2012	18759	402-4220-6406	\$ 37.60
Batteries Northwest	12/20/2012	18758	302-3220-6407	\$ 10.95
Barrett Business Srvices, Inc	12/20/2012	18757	304-3410-6009	\$ 771.60
Auto Additions, Inc	12/20/2012	18756	101-1070-6112	\$ 80.00
ASI - Flex	12/20/2012	18755	101-02732	\$ 3,529.00
Allstart Auto Electric, Inc	12/20/2012	18754	303-3320-6114	\$ 112.00
Ace Alarms	12/20/2012	18753	101-1100-6212	\$ 780.00
Aboveboard Electric, Inc	12/20/2012	18752	304-3410-6113	\$ 1,608.50
A.E. Nelson Leather Co	12/20/2012	18751	101-1070-6407	\$ 66.76
Utility Refunds	12/20/2012	18750	303-01114	\$ 78.04
Olympic Trailer and Truck Access	12/17/2012	18749	302-3210-6506	\$ 2,401.00
Xerox Corporation	12/14/2012	18748	101-1090-6211	\$ 190.28

Western States Elect Const.	12/14/2012	18747	303-3350-7014	\$ 417.50
West Coast Linen	12/14/2012	18746	101-1090-6101	\$ 13.90
Vern Wiles Construction	12/14/2012	18745	303-3320-6115	\$ 1,900.00
VerizonWireless	12/14/2012	18744	101-1035-6205	\$ 1,567.23
USA Blue Book	12/14/2012	18743	304-3410-6113	\$ 405.07
United Grocers	12/14/2012	18742	101-1090-6413	\$ 228.91
True-Cut Engraving, LLC	12/14/2012	18741	101-1900-6227	\$ 250.00
Traffic Safety Supply Co., Inc	12/14/2012	18740	601-6110-6516	\$ 11,909.98
TLO LLC	12/14/2012	18739	101-1070-6030	\$ 6.00
Thyssenkrupp Elevator Corp	12/14/2012	18738	303-3310-6211	\$ 399.63
Thompson's Transfer & Disposal	12/14/2012	18737	304-3410-6107	\$ 224.10
Thompson's Sanitary Serv., Inc	12/14/2012	18736	101-1035-6106	\$ 2,002.91
TCB SECURITY SERVICES, INC.	12/14/2012	18735	101-1070-6218	\$ 3,750.00
Staples	12/14/2012	18734	304-3410-6502	\$ 269.28
Setere & Sons LTD	12/14/2012	18732	304-3410-6408	\$ 812.50
Schneidecker Heating & Air	12/14/2012	18731	304-3410-6408	\$ 1,358.95
Salisbury, Jim	12/14/2012	18730	301-3110-6405	\$ 12.95
ProBuild Newport #609	12/14/2012	18729	304-3410-6113	\$ 92.98
Power Ford Lincoln Mercury	12/14/2012	18728	303-3320-6112	\$ 21.80
Pioneer Telephone Cooperative	12/14/2012	18727	402-4220-6204	\$ 595.61
Perkins, Justin	12/14/2012	18726	101-01243	\$ 698.95
Pacific Tire & Brake	12/14/2012	18725	304-3420-6503	\$ 918.95
Oregon Live	12/14/2012	18724	403-4310-6207	\$ 2,500.00
OREGON HEALTH AUTHORITY-Cas	12/14/2012	18723	303-3310-6213	\$ 100.00
OREGON HEALTH AUTHORITY-Cas	12/14/2012	18722	301-3110-6229	\$ 200.00
OREGON COAST TODAY	12/14/2012	18721	403-4310-6207	\$ 1,230.00
Oregon Chapter ABPA	12/14/2012	18720	303-3390-6216	\$ 95.00
NWMOA	12/14/2012	18719	303-3310-6213	\$ 300.00
Northwest Management	12/14/2012	18718	101-1052-6030	\$ 716.25
NO-D-LAY SHOE SHOP	12/14/2012	18717	101-1035-6407	\$ 1,681.20
News-Times	12/14/2012	18716	403-4310-6207	\$ 15,000.00
Newport Public Library	12/14/2012	18715	101-1100-6215	\$ 22.77
Newport Glass Company, Inc	12/14/2012	18714	101-1070-6112	\$ 60.00
NEWPORT AUTO PARTS, INC	12/14/2012	18713	304-3420-6115	\$ 714.56
MES	12/14/2012	18712	101-1090-6410	\$ 420.35
Maddock Industries, Inc	12/14/2012	18711	302-3210-6506	\$ 16,930.00
Lyle Signs, Inc.	12/14/2012	18710	302-3210-6516	\$ 889.18
Linn-Benton Tractor, Co	12/14/2012	18709	402-4210-6112	\$ 168.22
Lincoln Glass Company	12/14/2012	18708	101-1100-6113	\$ 6,334.00
Lincoln County Public Works	12/14/2012	18707	402-4220-6403	\$ 678.74
Limbrunner, Marcus	12/14/2012	18706	601-6110-7019	\$ 300.00
League of Oregon Cities	12/14/2012	18705	101-1052-6226	\$ 20.00
J.C. Market	12/14/2012	18704	101-1035-6405	\$ 88.52
Integra	12/14/2012	18703	304-3410-6204	\$ 34.68
Industrial Welding Supply, Inc	12/14/2012	18702	304-3420-6115	\$ 5.00
Idea Print Works	12/14/2012	18701	101-1020-6504	\$ 4,397.95
Henderson Turf and Wear Inc	12/14/2012	18700	101-1035-6215	\$ 65.97
Greater Newport Chamber of Crc	12/14/2012	18699	403-4310-6207	\$ 811.15
Graymont Capital Inc.	12/14/2012	18698	304-3410-6408	\$ 3,806.44
Grainger, WW, Inc	12/14/2012	18697	303-3310-6501	\$ 312.30
Fastenal Company	12/14/2012	18696	304-3420-6115	\$ 132.96
ESRI	12/14/2012	18695	301-3120-6306	\$ 1,096.44

Englund Marine Supply	12/14/2012	18694	304-3420-6115	\$ 93.58
Emerald Springs	12/14/2012	18693	304-3410-6111	\$ 36.00
Eldridge, Sheryl	12/14/2012	18692	101-02745	\$ 20.26
Doug's Electric	12/14/2012	18691	402-4210-6113	\$ 767.50
DMV Driver & Motor Vehicle Ser	12/14/2012	18690	101-1090-6222	\$ 77.00
Dish Network	12/14/2012	18689	402-4220-6234	\$ 57.31
DEPARTMENT OF STATE LANDS	12/14/2012	18688	101-1900-4326	\$ 6,328.16
Davis & Stanton	12/14/2012	18687	101-1070-6504	\$ 219.00
Daniel N. Gordon, PC	12/14/2012	18686	304-02744	\$ 591.92
Copeland Lumber	12/14/2012	18685	101-1090-6410	\$ 43.67
Coastal Paper & Supply	12/14/2012	18684	101-1035-6401	\$ 662.58
Christmas Lights, Etc	12/14/2012	18683	403-4310-6412	\$ 3,027.59
Chase Park Grants	12/14/2012	18682	601-6110-6034	\$ 2,908.00
Century Link	12/14/2012	18681	303-3320-6204	\$ 3,434.17
Central Lincoln P.U.D	12/14/2012	18680	101-1035-6103	\$ 9,853.57
Central Coast Excavating, Inc	12/14/2012	18679	402-4210-6113	\$ 2,235.00
CBS OUTDOOR	12/14/2012	18678	403-4310-6207	\$ 14,000.00
Building Department, LLC , The	12/14/2012	18677	404-4410-6012	\$ 6,177.04
Brown, Alan Tire Center	12/14/2012	18676	302-3220-6114	\$ 15.14
Braxling & Braxling, Inc	12/14/2012	18675	302-3210-6420	\$ 1,104.98
Blumenthal Uniforms & Equipmnt	12/14/2012	18674	101-1070-6407	\$ 262.15
Barrett Business Svcs, Inc	12/14/2012	18673	101-1035-6009	\$ 1,950.72
Barrelhead Supply, Inc	12/14/2012	18672	304-3420-6115	\$ 391.85
Baker & Taylor Entertainment	12/14/2012	18671	101-1100-6515	\$ 14.78
AT&T	12/14/2012	18670	402-4210-6204	\$ 688.28
Analytical Laboratory & Consul	12/14/2012	18669	303-3310-6029	\$ 467.00
Allstart Auto Electric, Inc	12/14/2012	18668	302-3210-6114	\$ 266.00
ALADDIN CARPET CLEANING	12/14/2012	18667	403-4310-6101	\$ 225.00
Ace Alarms	12/14/2012	18666	303-3310-6212	\$ 37.60
Aboveboard Electric, Inc	12/14/2012	18665	304-3410-6113	\$ 1,242.15
ABECO	12/14/2012	18664	402-4220-6402	\$ 6.25
Oregon Water Resources Depart.	12/13/2012	18663	601-6110-6222	\$ 900.00
Oregon Water Resources Depart.	12/13/2012	18662	601-6110-6222	\$ 100.00
Olympic Trailer and Truck Access	12/13/2012	18661	302-3210-6506	\$ 6,899.00
Xerox Corporation	12/7/2012	18655	101-1100-6211	\$ 800.51
Whitney Equipment Company, Inc	12/7/2012	18653	304-3420-6115	\$ 575.00
West Coast Linen	12/7/2012	18652	402-4220-6101	\$ 39.06
Utility Refunds	12/7/2012	18651	303-01114	\$ 89.05
Vern Wiles Construction	12/7/2012	18650	402-4210-6113	\$ 503.44
Troyer's Marine Supply	12/7/2012	18649	303-3320-6523	\$ 196.78
Timber Supply Co., Inc	12/7/2012	18648	303-3320-6523	\$ 360.00
Thyssenkrupp Elevator Corp	12/7/2012	18647	101-1200-6212	\$ 175.55
Utility Refunds	12/7/2012	18646	303-01114	\$ 23.68
Thompson's Transfer & Disposal	12/7/2012	18645	304-3410-6107	\$ 350.10
T&L Septic & Chemical Toilet	12/7/2012	18644	402-4210-6092	\$ 122.00
Staples	12/7/2012	18643	101-1090-6402	\$ 258.36
South Beach Scuba	12/7/2012	18642	401-4160-6413	\$ 200.00
Solomonson, Mary	12/7/2012	18641	401-4160-6026	\$ 86.25
SMITH, TED J	12/7/2012	18640	101-1100-6202	\$ 92.40
Shilo Inn Restau rant	12/7/2012	18639	101-1900-6227	\$ 2,572.80
Seal Rock Water District	12/7/2012	18638	402-4210-6411	\$ 993.77
SCHEMBRI, LAURIE	12/7/2012	18637	401-4160-6026	\$ 1,419.95

Santiam Escrow, Inc	12/7/2012	18636	101-1090-6228	\$ 2,062.05
Samaritan Occupational Med	12/7/2012	18635	302-3220-6032	\$ 83.00
Utility Refunds	12/7/2012	18634	303-01114	\$ 59.85
Rickert Art Center	12/7/2012	18633	303-3310-6507	\$ 398.28
Public Works Supply, Inc	12/7/2012	18631	301-3120-6215	\$ 73.06
ProBuild Newport #609	12/7/2012	18630	101-1090-6410	\$ 93.28
Platt Electric Supply	12/7/2012	18629	101-1035-6113	\$ 425.20
Paramount Supply	12/7/2012	18628	304-3420-6115	\$ 363.97
Palmer, Kathleen	12/7/2012	18627	101-1070-6502	\$ 12.00
Pacific Office Automation	12/7/2012	18626	101-1100-6402	\$ 103.62
Pacific Coast Plumbing, Inc	12/7/2012	18625	101-1100-6113	\$ 295.00
Oregon Meter Repair	12/7/2012	18624	303-3320-6030	\$ 3,953.00
OREGON HEALTH AUTHORITY-Cas	12/7/2012	18623	303-3320-6213	\$ 140.00
Oregon Department of Revenue	12/7/2012	18622	304-3410-6210	\$ 1,500.00
NW Natural	12/7/2012	18621	303-3310-6109	\$ 4,121.43
News-Times	12/7/2012	18620	401-4150-6404	\$ 173.00
Newport Signs	12/7/2012	18619	101-1090-6503	\$ 105.00
Newport Public Library	12/7/2012	18618	101-1100-6112	\$ 45.48
Newport Glass Company, Inc	12/7/2012	18617	101-1070-6112	\$ 60.00
NEWPORT AUTO PARTS, INC	12/7/2012	18616	302-3220-6114	\$ 393.26
Mosley, Mabel	12/7/2012	18615	401-4140-4302	\$ 36.56
MIKE'S HEATING AND AIR	12/7/2012	18614	401-4150-6113	\$ 2,128.50
MES	12/7/2012	18613	101-1090-6503	\$ 5,055.36
McUne, Roxanne	12/7/2012	18612	401-4150-4302	\$ 29.00
Utility Refunds	12/7/2012	18611	303-01114	\$ 22.25
Lincoln County Public Works	12/7/2012	18610	303-3310-6403	\$ 2,019.30
LINCOLN COUNTY JUVENILE DEPT	12/7/2012	18609	101-1035-6113	\$ 320.00
Lincoln County Comm Agency	12/7/2012	18608	101-1080-6224	\$ 12,202.47
Lincoln County Clerk	12/7/2012	18607	101-1900-6011	\$ 146.00
Lieder, Ted Construction	12/7/2012	18606	101-1035-6113	\$ 1,400.00
League of Oregon Cities	12/7/2012	18605	101-1052-6226	\$ 20.00
King Office Equipment & Design	12/7/2012	18604	101-1050-6402	\$ 177.00
Jones, Kimberly	12/7/2012	18603	401-4150-4302	\$ 140.00
Johnson, Keith Construction	12/7/2012	18602	101-1035-6113	\$ 13,748.95
J.C. Market	12/7/2012	18601	101-1070-6405	\$ 55.75
HD Supply Waterworks, LTD	12/7/2012	18600	303-3320-6523	\$ 3,873.53
Harvey's Lock & Key service	12/7/2012	18598	101-1090-6507	\$ 50.00
Hach Company	12/7/2012	18597	303-3310-6408	\$ 1,010.29
Gale Group	12/7/2012	18596	101-1100-6305	\$ 2,500.00
FedEx	12/7/2012	18594	101-1025-6215	\$ 34.46
Fastenal Company	12/7/2012	18593	403-4310-6412	\$ 173.84
F & W Fence Company, LLC	12/7/2012	18592	402-4220-6113	\$ 1,490.27
DAS STATE	12/7/2012	18589	101-1090-6506	\$ 440.00
Dell Financial Services	12/7/2012	18587	101-1025-6237	\$ 2,807.86
DCBS-Fiscal Services	12/7/2012	18586	404-4410-6030	\$ 2,253.32
Copeland Lumber	12/7/2012	18585	101-1090-6503	\$ 43.09
Columbia Cascade Company	12/7/2012	18584	101-1035-6501	\$ 1,475.00
Coastal Refrigeration	12/7/2012	18583	101-1035-6016	\$ 117.00
Coast Range Equipment and Repa	12/7/2012	18582	303-3320-6115	\$ 1,370.50
Clemons, Julia E.R	12/7/2012	18581	401-4160-6026	\$ 254.80
Cheek, Rebecca	12/7/2012	18580	401-4160-6026	\$ 333.20
Chamber Comm Corp	12/7/2012	18579	403-4310-6207	\$ 5,000.00

Central Lincoln P.U.D	12/7/2012	18577	304-3410-6103	\$ 1,028.85
Carson Oil Co	12/7/2012	18575	402-4220-4321	\$ 416.05
Carquest Auto Parts Stores	12/7/2012	18574	302-3210-6403	\$ 166.13
Brown, Alan Tire Center	12/7/2012	18573	302-3220-6114	\$ 30.25
BRENNTAG PACIFIC, INC	12/7/2012	18572	303-3310-6408	\$ 19,411.18
Blumenthal Uniforms & Equipmnt	12/7/2012	18571	101-1070-6407	\$ 163.50
Utility Refunds	12/7/2012	18570	303-01114	\$ 24.27
Bigfoot Beverages	12/7/2012	18569	402-4220-6406	\$ 22.21
Benfield, Kathryn A.	12/7/2012	18568	101-1030-6004	\$ 750.00
Bendel, Amy	12/7/2012	18567	401-4160-6026	\$ 231.00
Batteries Northwest	12/7/2012	18566	302-3210-6114	\$ 92.95
Barrett Business Svices, Inc	12/7/2012	18565	101-1035-6009	\$ 2,415.21
Barrelhead Supply, Inc	12/7/2012	18564	303-3320-6115	\$ 880.77
Avery, Tara	12/7/2012	18563	401-4160-6026	\$ 17.50
Automation Group Inc.	12/7/2012	18562	303-3310-6114	\$ 270.00
Aquatic Access Inc	12/7/2012	18561	401-4140-6501	\$ 4,206.00
Anderson, Tim	12/7/2012	18560	401-4160-6026	\$ 367.50
Alfa Laval Inc	12/7/2012	18559	304-3410-6114	\$ 1,744.20
Airgas USA, LLC	12/7/2012	18558	101-1090-6114	\$ 82.04
Aboveboard Electric, Inc	12/7/2012	18557	302-3210-6501	\$ 240.00

**City of Newport
Monthly Distribution
Dec-12**

<u>Name</u>	<u>Check Issue Date</u>	<u>Check Number</u>	<u>GL ACCT</u>	<u>Amount</u>
Laskey-Clifton Corp	12/20/2012	18794	601-6110-7024	\$208,607.98
WW Construction	12/7/2012	18654	304-3450-7024	\$155,496.07
City of Salem	12/20/2012	18769	101-1090-6225	\$100,181.25
CASE POWER AND EQUIPMENT	12/7/2012	18576	304-3420-7003	\$99,495.14
CG Contractors LLC	12/7/2012	18578	601-6110-7024	\$69,706.25
FRANK CONSTRUCTION	12/7/2012	18595	601-6110-7024	\$68,016.60
Dell Marketing L.P	12/7/2012	18588	101-1025-6303	\$57,370.94
HDR Engineering, Inc.	12/20/2012	18783	303-3350-6025	\$55,690.74
City County Insurance Service	12/13/2012	18660	402-4210-6604	\$45,000.00
Central Lincoln P.U.D	12/31/2012	18860	101-1900-6103	\$41,047.24
Depoe Bay RFPD	12/7/2012	18590	101-1090-6242	\$29,731.00
Civil West Engineering Service	12/31/2012	18864	303-3350-6025	\$28,408.16

City of Newport - Urban Renewal Agency
Monthly Distributions
Dec-12

<u>Name</u>	<u>Check Issue Date</u>	<u>Check Numb</u>	<u>GL ACCT</u>	<u>Amount</u>
SPEER HOYT LLC	12/14/2012	18733	901-9120-6004	\$5,932.50
Hawkins Delafield & Wood LLP	12/7/2012	18599	901-9120-6004	\$442.50

Peggy Hawker

From: CommitteeApp@newportoregon.gov
Sent: Monday, December 03, 2012 7:57 AM
To: Nicole Morris; Peggy Hawker
Cc: auts79@hotmail.com
Subject: Committee Application

Application for City Council - Email Application

Date: 12/3/2012

Commission/Committee of Interest: Library Board

Name: Autumn Belloni

Address: [REDACTED]

Newport, OR 97365

Workphone: [REDACTED]

Homephone: [REDACTED]

Email: [REDACTED]

Occupation: Speech/Language Pathologist

Employer: Linn, Benton, Lincoln Educational Service District

Why do you want to serve on this committee/commission/board/task force, and how do you believe you can add value? I am interested in serving on the library board because I believe libraries serve an integral role in guiding communities toward literacy, exploration, and pensiveness. I want to contribute to the board that serves to maintain and build the wonderful library that has been a cornerstone of the community in which I have grown up. Some of the roles I juggle in my life are meeting the needs of my two young children, balancing a home with two working professionals, and teaching children with special needs. I believe I can add value to the board by bring the perspective a young professional working mother.

What is a difficult decision you have made concerning issues of bias and/or issues of conflict of interest? Given my role as a speech/language pathologist working in a special education program, I become part of a child's service team. The primary role of this team is to work together, within the confines of special education law, to develop an appropriate plan for services for a child. There are many times when this team does not agree about the best possible services, location, or frequency of therapies for a child. It is always very difficult when the parents of a special needs child are requesting something that would seem very appropriate, but that does not meet the legal established requirements. I often have to tell families that what they are asking for is not possible, but that we can discuss other options to best meet their child's needs.

Describe the process of how you make decisions. I generally make decisions by considering the options, weighing the positive and negative attributes or outcomes that may arise from each option, discussing the decision and options with those involved, attempting to take on the perspective of those that would be impacted by the decision, and deciding on what is believed to be the best option.

What do you think about consensus decision making? What does the consensus decision making process mean to you? I believe in consensus decision-making. To me the consensus decision making process means to openly discuss and debate possible options, to look to the group to provide examples of how certain decisions may impact their lives or the lives of others they know, to be considerate of the perspective of others, and to ultimately come to a compromise about the best option. I believe that when decisions are made following this or a similar process there will be less resistance and more support for the decision and outcome because many people took part in the discussion and were able to bring forth ideas that one person may not have thought of on their own.

Describe all other pertinent information/background for this position. I have a love of learning, teaching, and language. I believe the best way to learn and grow is through literary works. I support the belief that all people should have access to books and media that may show them a view through a different window, cause them to think about how or why they do things, support or differ from their common beliefs, or give them an escape for a few moments.

Peggy Hawker

From: CommitteeApp@newportoregon.gov
Sent: Thursday, November 22, 2012 12:39 PM
To: Nicole Morris; Peggy Hawker
Cc: DeboraChandlerEditorial@gmail.com
Subject: Committee Application

Application for City Council - Email Application

Date: 11/22/2012

Commission/Committee of Interest: Library Board

Name: Debora Chandler

Address: [REDACTED]

Newport, OR 97365

Workphone:

Homephone: [REDACTED]

Email: [REDACTED]

Occupation: Technical Editor

Employer: Self-employed

Why do you want to serve on this committee/commission/board/task force, and how do you believe you can add value? I would like to give back to the community by supporting the library with my enthusiasm and work, promoting literacy, and helping to ensure that this essential service to our city is the best that it can be. When I moved to Newport a year ago, I was delighted to discover that the library was amazingly good, particularly for such a small community. This was an advantage that I first heard about from our realtor, Curt Fewkes, who serves on the board. I believe that I can add value by being a very satisfied library patron, an avid reader, and a writer who cares about the library and is willing to say so and take on a share of the work that makes the library worth bragging about.

What is a difficult decision you have made concerning issues of bias and/or issues of conflict of interest? I am the white mother of an adopted daughter who is bi-racial (black and white). At the time that I adopted her, there was an organization of black social workers in the city where I lived. Their stance was that white families should be discouraged from adopting black or bi-racial children because white parents would be unable to be adequate role models and offer appropriate cultural experiences for the children. Their advocacy of this position made it difficult to finalize a mixed race adoption in the county, even though only about 10% of the black and bi-racial children in the system were being placed in permanent homes. The rest remained in the overburdened and inadequate foster care system. I wanted to raise a child. It was very difficult for a white woman over 35 to adopt a healthy white baby. I believed that I could provide a nurturing and stable environment for her. Although the position of the black social workers raised my level of awareness about the challenges I would face as the white mother of a biracial child, I decided to go forward with the adoption. My daughter is now 23, beautiful, kind, open-minded, and proud of her black and white heritage. I know that I made the right decision.

Describe the process of how you make decisions. I like to seek information on the issue at hand, weigh the opinions of others whom I respect, consider the consequences of the decision, compare what my heart says to what my head says, and make a decision that I'm willing to back with confidence and the required commitment.

What do you think about consensus decision making? What does the consensus decision making process mean to you? In meetings, I often play the role of bridge-builder, helping people on one side of an issue hear and understand the position of those on the other side. I am able to remain neutral to help others engage in a meaningful discussion. I believe in working hard to act as a facilitator in this way because organizations that are able to come to true

consensus are more effective than those who simply agree to respect a democratic vote.

Describe all other pertinent information/background for this position. I am a committed life-long learner. I make my living as an editor of technical training materials for adults, and I spend much of my free time reading and writing. In the past, I have been the director of two "cradle to grave" religious education programs, and also a preschool teacher, so my experience as an educator is pretty broad. I believe in the power of education, the importance of the arts to the health of communities, the deep cultural significance of literature, and the enlightened concept of free libraries. I have always used my public libraries actively and appreciated them wholeheartedly. While in grad school (I have a Master of Arts in Teaching degree), I worked as a cataloger at the Northwestern University Library, where I learned to appreciate the behind-the-scenes work. I also served for a brief period as assistant to Sue Burkholder, the Library Director at Southern Oregon University. One of my responsibilities there was hiring student workers for the various departments of the library. So I have some knowledge of what it takes to run a library--and an interest in learning more. I hope that you will take my application seriously and contact me at your earliest convenience if you would like to discuss the opportunity further.

Peggy Hawker

From: CommitteeApp@newportoregon.gov
Sent: Friday, December 07, 2012 1:13 PM
To: Nicole Morris; Peggy Hawker
Cc: neal_henning@marinersquare.com
Subject: Committee Application

Application for City Council - Email Application

Date: 12/7/2012

Commission/Committee of Interest: Destination Newport - At Large Position

Name: Neal Henning

Address: [REDACTED]

Newport, OR 97365

Workphone: [REDACTED]

Homephone: [REDACTED]

Email: [REDACTED]

Occupation: Manager

Employer: Wax Work's, Ripley's Believe It or Not! and undersea gardens

Why do you want to serve on this committee/commission/board/task force, and how do you believe you can add value? I served on the Newport Planning Commission as well as Newport City Council. I know the value of tourism as well as all the other important economic aspects of Newport's economy. I believe my 16 years in the tourist industry on the Oregon coast managing a successful and profitable business could be an asset to the committee.

What is a difficult decision you have made concerning issues of bias and/or issues of conflict of interest? Both on the Newport City Council and Newport Planning Commission I had to decide if I had a bias or conflict of interest. If there was any question I would declare that and excuse myself if needed or requested.

Describe the process of how you make decisions. I first gather as much information as possible, then listen to all parties concerned and make my decision based on the information presented. I then state my opinion or vote and abide by the majority.

What do you think about consensus decision making? What does the consensus decision making process mean to you? I agree with consensus decision making in government as well as other committees and or non-private boards or private businesses. As a Manager of a business I listen to all opinions but I make the final decision. I am always open to changing my opinion if new information becomes available.

Describe all other pertinent information/background for this position. I have extensive marketing experience that I feel would be helpful to the committee.

Below is a list of some of the organizations, committees and councils I have participated in or I am a current member.

Newport City Council
Newport Planning Commission
Newport Chamber of Commerce
Newport Rotary



Jim Voetberg
City Manager
CITY OF NEWPORT
169 S.W. Coast Hwy.
Newport, OR 97365
j.voetberg@thecityofnewport.net

Manager's Report Meeting of January 22, 2013

Following is the Manager's Report for the City Council meeting of January 22, 2013:

Suggestion/Concern/Complaint update: Attached for Council review is the current Suggestion/Concern/Complaint update. The update covers citizen comments to staff, citizen comments brought to staff's attention by Councilors, and citizen comments voiced at Council meetings. Closed items over 30 days old have been dropped off the list.

Department Monthly Reports: Attached are monthly reports prepared by each department head briefly listing various activities that have occurred in their department over the past month. The reports are not intended to be overly detailed, but provides general activities that have recently occurred.

Over-due Library Material: Attached for Council information is a draft letter that Library Director Ted Smith intends to send out to individuals with over-due library material. While seeming strong, the cost to the library of missing material is many thousands of dollars and past attempts to get these materials return has not met with success. It is hoped this letter will incentivize patrons with over-due material to return them.

City Day At The Capital: Attached for Council review is information regarding City Day At The Capital, scheduled for February 27, 2013. Please let Peggy know if you plan on attending.

Airport Car Rental Concessionaire Agreement: A few months back, the City entered into a Concessionaire Agreement with Toby Murray for the renting of cars at the airport. As and FYI, a similar Concessionaire Agreement has been signed with Enterprise. While Toby Murray has rental vehicles at the airport, it is unknown at this time as to whether Enterprise will locate rental vehicles at the airport or coordinate their delivery when rented.

Highway 20 Road Project: At its recent meeting, the Oregon Transportation Committee approved Pioneer Mountain to Eddyville Project Option 2 which adds approximately \$142 Million to the project budget and extends the completion date one year. As the Council may recall, Option 2 was supported by the community and ODOT staff.

Accounts Receivable Report: As discussed several months back, the Finance Department will be providing regular reports on accounts receivable. While Finance has not forgot about providing this report, the recent software transition and David's extended absence from the office has pushed this back a bit. Attached, however, is a sample of the report format with current estimates. Over the next few months, an accounts receivable report will be finalized and provided to the Council on a regular basis.

Administrative Rules: Attached for Council review is the first draft of the business license administrative rules developed by the Finance Department. While it is not to the point of formal presentation to the Council, the basic outline and structure can be seen. David intends to have a final draft ready for Council review and comment at its meeting of February 18th.

Piece of the Tsunami Dock: The contractor who cut up and hauled off the Tsunami Dock has agreed to haul and place an approximate 14'X14' piece at the Hatfield Center for \$3,500. This cost will be charged against the Sister City account line item, budgeted at \$5,000.

Wayfinding Group: Several years ago, a group of citizens began meeting on a regular basis to assist the City in improving wayfinding signage throughout Newport. Plans were developed and for the most part the signage has been installed. Recognizing that updating and improving wayfinding is a continual process, the group has requested that the City consider making this group a formal committee of the Council. If this is something the Council is interested in, staff can work with the group in developing duties of the committee for Council consideration.

Manager's Weekly Report: Attached are my weekly Manager's Reports for the weeks of January 1st and 7th, 2013.

SUGGESTION/CONCERN/COMPLAINT FORM--CITY OF NEWPORT

Date City Notified	No. Assigned	Claimant	Suggestion/Concern/Complaint	Status
11/19/2012	190-PW-11-19-12	Rich Keller	Request for a street light mid-block on SE 2nd St between Coos and Douglas. Chronic issues with graffiti.	OPENED 11/14/12: Visited site that night. Found street light at SE 2nd & Douglas intersection off. Called PUD to repair light. Suggested home owner install sentry light. CLOSED
12/12/2012	191-PW-12-12-12	Liz Olsen	Concerns over construction near OSU Extension Services. Causing business disruption, parking lot flooding, clogged parking lot drains, excavation causing disruptive shaking of building, and constant earth moving.	OPENED 12/12/12: forwarded to public works. Tim spoke with OSU and let them know that they will have to be patient with the construction process. CLOSED
11/28/2012	192-PW-11-28-12	Amber Quinn	Blocked Lateral	OPENED 11/28/12: Checked main Open & flowing. Put main line camera in and ran it up their lateral. Showed him video. Going to snake it some more. Had same problem 6 months ago. CLOSED
11/30/2012	193-PW-11-30-12	Bill	Lateral plugged. He said it happens yearly when the rains come. Knows that the city is causing it with debris in line that washes down and plugs his lateral	OPENED 11/30/12: Checked main open & flowing. Talked to home owner. He was very upset. Said he was going to leave clean out cap off and let it flow. Tim Gross met with him. 12/3/12 jetted and ran the camera. Main and wye okay. There are a lot of roots and grease in his lateral. Clean out full in yard. Very small stream coming out of lateral. Forwarded to Dustin Kittel on 12/3/12. He spoke with owner about getting service cleaned/repaired by plumber. I checked on service the week of 12/10/12 & cap was back

				on and no longer spilling. CLOSED
12/31/2012	194-PW-12-31-12	Chris	Manhole bubbling up near NW 13th & Spring	OPENED 12-31-12: Storm manhole plugs every year around this time. Jetted it open, drained the system, then jetted again to cut the roots out of it. Customer happy. CLOSED



*Phil Paige, Fire Chief
Newport Fire Department
245 NW 10TH ST
Newport, Oregon 97365*

January 8, 2013

To: Jim Voetberg, City Manager
Re: December Monthly Activities

Here is a brief summary of Fire Department activities in December.

Operations - We ended the year with 1,714 calls for service. This represents an increase of about 23%. Some of the increase is attributable to the broader scope of the services we provide and calls we respond to, but overall there is still a significant increase of all types of calls.

The Department is starting to settle into the new shift assignments and staffing model, and I think the new Captains have been doing a good job of meeting with their crews and talking about how the new system will work. I find it reassuring and satisfying to see three people on the engine when it rolls out the door. I hope our Council and our citizens will feel the same.

Hotel Structure Fire Response – We responded to a fire at the EconoLodge on Saturday, January 5th. We had six people on duty at Station 3200 (3 career and 3 volunteer). We had a total of 15 personnel respond, and operations were safe and efficient. Captain Cole did a great job as initial IC, and we had a well staffed initial crew and a great full response with two engines, the Truck 3251 and Rescue 3232. The result was a quick extinguishment of the fire, confining the damage to one unit, and there were no injuries (including the dogs). The cause was determined to be a basket of clothing too close to a wall heater. The Community Emergency Fund was used to help the occupants through their difficult times. I appreciate the police officers who helped with evacuation, traffic, and security on the scene. It was a true team effort that went very well.

Annual Newport Fire Department Awards Banquet – Will be held on Saturday March 2nd and we would like to invite you and the Council (and significant others) to attend. It will be at the Best Western Agate Beach, like last year. We'll have a social hour at 6:00, Dinner at 7:00 and awards following dinner. Invitations with more information will be forthcoming.

Successful Toy Drive -

The annual Fire Department Toy Drive was again very successful. This is spearheaded by the union, but involves administration and volunteers as well. This year their efforts helped 68 families and 211 kids to have a better Christmas.



Central Coast Fire Authority - Discussions continue between Newport City Council, the Boards of Directors of Depoe Bay, Newport and Central Coast Fire Districts to discuss combining our administrations and the possible formation of the "Central Coast Fire Authority". The next step will be a joint workshop on the 24th (6:00 pm at the Newport Council Chambers) with the three Fire District Boards and the City Council. This will need to be advertised by each Council or Board as a work session.

New Apparatus - The newly purchased wild land engine is now in service. We will be transferring our old unit. It is a 2004 F550 type 6 brush engine (6.0 L diesel, 300 gallon tank, with 58,972 miles). We have installed a radio and outfitted it with equipment and it is now in service. The foam system will need repair and it will need tires soon, but it is a huge improvement in our brush fire fighting capabilities. We will be transferring our old unit, a 1988 Chevy Utility pickup, to public works for use as a mechanic's utility truck.

Building Improvements – Computer and phone are installed at the Agate Beach Fire Station (3400), and we will soon be responding to emergencies in the north end with the light rescue unit that is now housed there. We plan to budget for some station improvements next fiscal year that will allow us to respond with both an engine and a rescue unit from the station. Captain Haggerty is leading the newly assigned crew at the Agate Beach Station.

Chief Out of Service Temporarily – Finally, I'll be having minor surgery next week (inguinal hernia repair), so Chief Murphy will be acting Fire Chief beginning this Friday until my return to work, which is expected to be Tuesday, January 22. After that, I'll be on limited duty for a while (not that it will be a big change).

We appreciate the support that you and the Council have given to the fire department this past year, and we are looking forward to a great 2013.

Respectfully submitted,
Phil Paige, Fire Chief

NEWPORT FIRE DEPARTMENT

City Report December 2012

	CITY	RURAL		CITY	RURAL
FIRE CALLS:	6	0	PERMITS ISSUED:		
AUTOMATIC ALARMS:	5	1	BURN PERMITS:	17	28
MEDICAL CALLS:	96	6	FIREWORKS PERMIT:	0	0
MOTOR VEHICLE COLLISION	6	0	FIREWORKS DISPLAY:	0	0
RESCUE	0	0	PERSON INSERVICES TOURS:	8	
MUTUAL AID RENDERED:	7	0	TOTAL INSPECTIONS:	13	
MUTUAL AID RECEIVED:	0	0	VIOLATIONS:	9	
AVIATION STANDBY:	0		ABATEMENTS:	2	
PUBLIC SERVICE	22	1	PLAN REVIEWS:	2	
HAZARDOUS CONDITION	1	0	CONSTRUCTION INSPECTIONS:	1	
OVERPRESSURE/RUPTURE:	0	0	VOLUNTEER HOURS	162	

OCCUPANCIES of Fires and Automatic Alarms

AIRCRAFT:	0	0	PROCESSING PLANTS:	0	0
BOATS:	0	0	PUBLIC BUILDINGS:	0	0
HOSPITAL/CARE CENTER:	2	0	REPAIR SHOPS:	0	0
HOTEL/MOTEL:	1	0	RESIDENTIAL:	6	0
LABORATORIES:	0	0	RESTAURANT:	0	0
LAUNDRAMATS:	0	0	SCHOOLS:	1	0
LAUNDRIES:	0	0	SERVICE STATION:	0	0
MANUFACTURING:	0	0	STORAGE:	0	0
MARINA:	0	1	STORES:	0	0
MISCELLANEOUS:	1	0	TAVERNS:	0	0
MOTOR VEHICLES:	0	0	TRAILERS:	0	0
NATURAL COVER:	0	0	UTILITIES:	0	0
OFFICES:	0	0	VACANT BUILDINGS:	0	0

NEWPORT FIRE DEPARTMENT

City Report December 2012

CAUSES of Fires and Automatic Alarms

	CITY	RURAL		CITY	RURAL
ALARM MALFUNCTION:	5	1	HEATING APPLIANCE:	1	0
CARELESS SMOKING:	0	0	INCENDIARY:	0	0
CHILDREN W/HEAT SOUR	0	0	PROHIBITED MATERIALS	0	0
CLEARANCE:	0	0	MISTAKEN ALARM:	1	0
ELECTRICAL:	0	0	OPEN FIRES:	0	0
ENGINE BACKFIRE:	0	0	REKINDLE:	0	0
EXPOSURE FIRE:	0	0	SCORCHED FOOD:	0	0
FALSE ALARM:	2	0	SPARKS:	0	0
FIREWORKS:	0	0	UNDETERMINED:	2	0
FLAMMABLE LIQUID:	0	0	WELDING/CUTTING:	0	0
FLUES:	0	0			
FRICTION:	0	0			
GAS LEAK:	0	0			

LOSS OF LIFE

CIVILIAN: 1 FIREFIGHTER: 0

INJURY

CIVILIAN: 0 FIREFIGHTER: 0



Noble
Professional
Dedicated

Newport Police Department
Memorandum

One Team - One Future

Date: January 11, 2013
To: Jim Voetberg, City Manager
From: Mark J. Miranda, Chief of Police 
Subject: Monthly Report for December 2012

1. Sgt. Garbarino met with the residents of the Pacific Homes Beach Club and talked about crime prevention and emergency preparedness.
2. Department members participated in the "Shop with a Cop" program at Wal-Mart. This is where disadvantaged kids are given gift cards to buy presents for themselves or others. Police officers go around the store with them and assist them with their purchases. Gift wrapping is also available. It's interesting that many of the kids don't buy anything for themselves, but purchase items for siblings, parents or friends.
3. Our Police Volunteer Program was a nominee for the State Outstanding Volunteer Program. The work that our volunteers do is amazing. We would not be as effective an organization without them.
4. Just before the winter break for the schools rumors were floating around that there was going to be a school shooting on December 21st. This was in conjunction with the Mayan Calendar, end of the world scenario. It turns out that these rumors were popping up all over the country. The local rumors did not involve Newport schools, but we were in contact with school officials. We had developed an operation plan for December 21st, but ended up scrapping the plan when school was cancelled for the day. Even though these rumors are usually false, we still remained as vigilant as possible.
5. Sgt. Real conducted a walk thru of the Head Start building and spoke with staff there. He gave an abbreviated briefing on what to do if there is an active shooter. He also encouraged the staff to view the five minute video "Run, Hide, Fight". This video can be viewed on the Police Department web site (www.newportpolice.net).

The mission of the Newport Police Department is to consistently invest available resources toward our City's reputation as a safe place to live, work, play, learn and visit.

6. The prescription drug drop box was used a lot this last year. 373 pounds of drugs (little pills) were taken in during the year. This was down from the 2011 total of 395, but up from the 2010 total of 356 pounds. Quite a bit of drugs are being diverted away from our eco system and children.
7. We worked with the School District and other partners in the redesign of the parking and traffic flow at Sam Case School. The idea is to try to relieve the traffic congestion at the school every day. With the new gym and parking lot an opportunity arose to evaluate the situation.
8. We placed a patrol officer into LINT, as a detective, at the beginning of the month. Within a few short weeks, the detective was able to put a case together and develop probable cause to obtain a search warrant. The warrant was served on NE 5th Street, which is within 1000 feet of a school. Several people were arrested and a damper has been placed on this location which was frequented by high school students.

Newport Police Department Monthly Statistical Review



SELECTED CALLS FOR SERVICE (CFS)

	DECEMBER 2012			ARRESTS
	THIS MONTH	LAST MONTH	SAME TIME LAST YEAR	
RAPE	0	2	1	0
ROBBERY	0	0	1	0
AGGRAVATED ASSAULT	3	1	4	0
BURGLARY (Residential)	5	3	1	0
BURGLARY (Business)	1	1	0	0
BURGLARY (Other)	0	1	0	0
THEFT	34	34	22	10
MOTOR VEHICLE THEFT	3	2	0	0
FRAUD	10	4	2	1
SIMPLE ASSAULT	13	15	14	7
VANDALISM	9	7	8	0
SEX OFFENSE	2	1	4	0
NARCOTIC/DRUGS	21	9	8	5
DOMESTIC DISPUTES	17	20	19	x
LIQUOR LAWS	0	1	0	0
DUII	4	5	9	3
DISORDERLY CONDUCT	17	13	15	10
TRESPASS/PROWLER	11	4	4	12
TRAFFIC CRASH/INJURY/FATAL	4	1	6	x
TRAFFIC CRASH/PROPERTY	6	12	5	x
HIT & RUN	14	9	13	1
ANIMAL PROBLEMS	9	12	23	x
SUSPICIOUS PERS/CIRCUM	67	67	94	0
VEHICLE IMPOUNDS	11	8	9	x
ALARMS	44	28	30	x
TOTAL CALLS FOR SERVICE	670	696	655	95

Total CFS To Date	
This Year	Last Year
11	9
4	5
18	17
31	16
14	9
10	8
420	337
40	31
75	51
132	127
81	68
25	31
127	98
227	202
38	31
82	92
165	140
94	76
55	47
105	87
116	96
243	234
1073	1090
93	90
481	424
9,628	8,820

December Overtime Hours

Shift Coverage	89
Court	24
Investigations	26
Administration	55
Training	18
Other	25
TOTAL HOURS	235

Top 5 Traffic Citation Charges

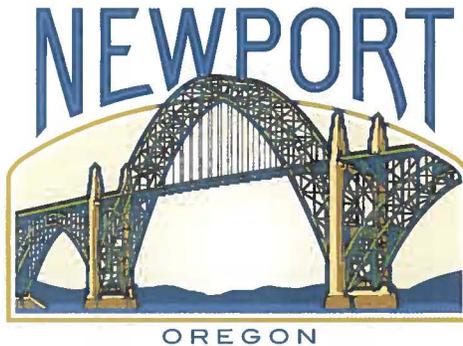
Speeding	27
Driving Susp/Revoked	13
Fail Obey T/C Device	12
No Operator License	6
Driving Uninsured	6
TOTAL CITATIONS	94

PARKING CITATIONS	4
WARNING CITATIONS	138
TCB PRKNG CITES/WRNGS	77

Volunteer Hours	188
------------------------	------------

POLICE DEPARTMENT
169 SW COAST HWY
NEWPORT, OREGON 97365

COAST GUARD CITY, USA



 COPY
541.574.3348
www.newportpolice.net

MOMBETSU, JAPAN, SISTER CITY

December 31, 2012

Gregory Carpenter
5806 NW Rhododendron Street
Newport, Oregon 97365

Dear Mr. Carpenter,

As promised, enclosed is the log of the violations you reported. It shows the progress, to date, of action taken. I will send you another updated log at the end of January.

Sincerely,

Mark J. Miranda
Chief of Police
(FBINA 198)

Cc: Jim Voetberg, City Manager

EST.
1882

Newport Police Department
 NUISANCE COMPLAINT LOG

No.	Date Rcd.	Complt.	Address	Problem	Priority	Case	Status	Closed Date
1	9/17/2012	Carpenter	558 NE 3rd St.	Fence	3	1211-4009	No Viol.	11/27/2012
2	9/17/2012	Carpenter	508 NE 3rd St	Fence	3	1211-4010	No Viol.	11/27/2012
3	9/17/2012	Carpenter	509 NE 3rd St.	Fence	3	1211-4011	UTL	11/27/2012
4	9/17/2012	Carpenter	204 NE Benton St.	Vegetation	3	1211-4012	Pending	
5	9/17/2012	Carpenter	710 NE Jeffries St.	Vegetation	3			
6	9/17/2012	Carpenter	705 NE Jeffries St.	Vegetation	3	1211-4013	No Viol.	11/27/2012
7	9/17/2012	Carpenter	1098 NE 7th St.	Vegetation	3	1211-4014	Pending	
8	9/17/2012	Carpenter	1110 NE 7th St.	Vegetation	3			
9	9/17/2012	Carpenter	311 NE 2nd St.	Vegetation	3	1211-4015	Variance	11/27/2012
10	9/17/2012	Carpenter	132 NE Coos St.	Fence	3	1211-4016	No Viol.	11/27/2012
11	9/17/2012	Carpenter	404 NE 2nd St.	Vegetation	3			
12	9/18/2012	Carpenter	457 NW 56th St.	Vegetation	3			
13	9/18/2012	Carpenter	5608 NW Meander St.	Vegetation	3	1212-4210	No viol.	12/4/2012
14	9/18/2012	Carpenter	5511 NW Meander St.	Vegetation	3			
15	9/18/2012	Carpenter	5423 NW Meander St.	Vegetation	3	1212-4211	No viol.	12/12/2012
16	9/18/2012	Carpenter	521 NW 54th St.	Vegetation	3			
17	9/18/2012	Carpenter	412 NW 54th St.	Fence	3			
18	9/18/2012	Carpenter	551 NW 54th St.	Vegetation	3			
19	9/18/2012	Carpenter	5508 NW Pinery St.	Vegetation	3			
20	9/20/2012	Carpenter	535 NW 7th St.	Trees	3			
21	9/20/2012	Carpenter	613 NE 7th St.	Vegetation	3	1210-4627	Pending	
22	9/20/2012	Carpenter	409 NE 7th St.	Fence & Vegetation	3	1210-4628	Pending	
23	9/20/2012	Carpenter	707 NE Eads St.	Vegetation	2	1210-4629	UTL	10/30/2012
24	9/20/2012	Carpenter	305 NE 7th St.	Vegetation	3	1210-4630	No Viol.	10/30/2012
25	9/20/2012	Carpenter	306 NE 7th St.	Vegetation	3	1210-4631	UTL	10/30/2012
26	9/20/2012	Carpenter	431 NE Benton St.	Fence & Vegetation	3	1210-4632	No Viol.	10/30/2012
27	9/20/2012	Carpenter	620 NE Benton St.	Vegetation	3	1210-4633	No Viol.	10/30/2012
28	9/20/2012	Carpenter	428 NE Benton St.	Vegetation	3	1210-4634	Pending	
29	9/20/2012	Carpenter	303 NE Benton St.	Vegetation	3	1210-4635	UTL	10/30/2012
30	9/20/2012	Carpenter	305 NE Benton St.	Vegetation	3	1210-4636	No Viol.	10/30/2012
31	9/20/2012	Carpenter	304 NE Benton St.	Vegetation	3			
32	9/21/2012	Carpenter	1921 NE Crestview Dr.	Vegetation	3			
33	9/21/2012	Carpenter	1930 NE Crestview Dr.	Vegetation	3			

Newport Police Department
 NUISANCE COMPLAINT LOG

34	9/21/2012	Carpenter	2014 NE Crestview Dr.	Vegetation	3		
35	9/21/2012	Carpenter	2597 NE Crestview Dr.	Vegetation	3		
36	9/21/2012	Carpenter	5707 NW Gladys St.	Vegetation	3		
37	9/21/2012	Carpenter	87 NW 56th St.	Fence & Vegetation	3		
38	9/21/2012	Carpenter	519 NE 20th Place	Vegetation	3		
39	9/21/2012	Carpenter	437 NE 20th Place	Vegetation	3		
40	9/21/2012	Carpenter	2511 NE Crestview Dr.	Vegetation	3		
41	9/21/2012	Carpenter	405 NW 55th St.	Cars & Junk	3		
42	9/21/2012	Carpenter	658 NW 7th St.	Fence	3		
43	9/24/2012	Carpenter	415 NW 58th St	Fence & Vegetation	3		
44	9/24/2012	Carpenter	416 NW 58th St.	Vegetation	3		
45	9/24/2012	Carpenter	5715 NW Rhododendron St.	Vegetation	3		
46	9/24/2012	Carpenter	5805 NW Rhododendron St.	Vegetation	3		
47	9/24/2012	Carpenter	125 NW 55th St.	Junk	3		
48	9/24/2012	Carpenter	5909 NW Rhododendron St.	Vegetation	3		
49	9/24/2012	Carpenter	125 NW Gladys St.	Vegetation	3		
50	9/24/2012	Carpenter	424 NW 59th St.	Blighted	3		
51	9/24/2012	Carpenter	5814 NW Rhododendron St.	Vegetation	3		
52	9/24/2012	Carpenter	5818 NW Rhododendron St.	Vegetation	3		
53	9/24/2012	Carpenter	5815 NW Rhododendron St.	Trees	3		
54	9/24/2012	Carpenter	428 NW 56th St.	Fence, vegetation & trailer	3	1212-4209 No viol.	12/25/2012
55	11/24/2012	Carpenter	19 SW Herbert St	Over 36" hedge	3		
56	11/24/2012	Carpenter	244 SW 12th St	Over 36" hedge	3		
57	11/24/2012	Carpenter	345 SE 2nd St	Over 36" hedge	3	1212-4208 No viol.	12/31/2012
58	11/24/2012	Carpenter	462 NE 5th St	Over 36" hedge	2		
59	11/24/2012	Carpenter	13 SW Brook St	Hazardous hedges	3		
60	11/24/2012	Carpenter	219 NW Cottage	Hazardous hedges	3		

Priority 1 : Main Thoroughfare

Priority 2: Residential Feeder Streets

Priority 3: Residential Streets

UTL: Not a valid address

Updated: 12/31/2012

FINANCE DEPARTMENT STATUS FOR DECEMBER, 2012

EXECUTIVE SUMMARY

- A. AFTER A RATHER SLOW RETURN TO NORMALCY, I SEEM TO BE BACK ON TRACK, THOUGH THE GENERAL DIRECTION OF THOSE TRACKS REMAINS CLOUDED AND UNCERTAIN.
- B. THERE ARE A NUMBER OF ITEMS THAT FINANCE AND ITS PERIPATETIC DIRECTOR ARE WORKING ON:
 - 1. THE SOFTWARE CONVERSION OF COURSE.
 - 2. PREPARATORY WORK FOR THE FISCAL YEAR 2014 BUDGET
 - 3. THE OFT-DELAYED, BUT NEVER COMPLETELY FORGOTTEN, ADMINISTRATIVE RULES FOR THE BUSINESS LICENSE ORDINANCE.
 - 4. MORE ROBUST FINANCIAL REVIEWS WITH THE COUNCIL
 - 5. UPDATING THE CITY'S METHOD FOR INDIRECT COST ALLOCATIONS
 - 6. MORE VIGOROUS REPORTING OF ACCOUNTS RECEIVABLE AND MORE IMMEDIATE FOLLOW-UP ON DELINQUENT ACCOUNTS.
 - 7. AN INCREASED AWARENESS OF THE IMPORTANCE OF LIENS.

II. SOFTWARE CONVERSION

- A. AFTER TWO MONTHS OF "BACKING AND FILLING" (A NAVY TERM), WE'RE ABOUT TO FINALLY TIE UP AT THE DOCK: IT APPEARS THAT OUR DIFFICULT PROBLEMS ASSOCIATED WITH WATER BILLING ARE ABOUT TO END: WE EXPECT TO BILL FOR JANUARY ON JANUARY 31ST AT WHICH TIME OUR METER READERS, OUR CYCLES/ROUTES, AND OUR BILLING SHOULD FINALLY BE REALIGNED.
- B. IN THAT BILLING, WE WILL ALSO INCLUDE AN INSERT THAT EXPLAINS THAT FULL CREDIT/CARD AND ONLINE PAYING OF UTILITY BILLS WILL BEGIN ON FEBRUARY 1ST. THERE ARE STILL ISSUES TO WORK OUT, INCLUDING ACCEPTING CREDIT CARDS FOR PARTIAL PAYMENTS, BUT ONCE THOSE ARE RESOLVED, WE WILL EXPAND OUR CAPABILITY TO INCLUDE OTHER TYPES OF PAYMENTS, TOO. WE ARE TAKING CREDIT/DEBIT CARD TRANSACTIONS FOR UTILITY BILLS OVER THE PHONE RIGHT NOW.

III. SENIOR CENTER

- A. THIS PROJECT, FINALLY, IS COMPLETE (ADMINISTRATIVELY). AND WHAT A "TEACHABLE EON" IT WAS:
 - 1. UNDERSTAND THE COMPLEXITIES OF FEDERAL GRANTS
 - 2. STAFF ADEQUATELY
 - 3. MANAGE IT THE WAY YOU ARE INSTRUCTED TO MANAGE IT.
 - 4. DON'T FALL BEHIND ON REPORTS, OTHER SUBMISSIONS, CERTIFIED PAYROLL REPORTS, OR ANYTHING ELSE.
 - 5. MAKE FREQUENT OFFERINGS TO THE GODS.

IV. HUMAN RESOURCES

- A. ON JANUARY 7TH, JJ SCHOFIELD STARTED AS THE CITY'S HUMAN RESOURCES REPRESENTATIVE.



Memo

To: Jim Voetberg, City Manager and City Council
From: Ted Smith, Library Director
Date: January 15, 2012
Re: Library Department Update

Professional Involvement:

The Library Director continues to work on a committee, established by the Oregon Library Association and the Oregon State Library, to rewrite The Oregon Public Library Standards. There are seven specific chapters of standards to be revised. I am Chair of the Governance Subcommittee and I will also be working with the Facilities and Access subcommittees. Our goal is to have the standards completely rewritten by summer of 2013.

Other Library News

On January 2, the Library Director was a guest of incoming Mayor Sandra Roumagoux, on KCUP's morning radio show. We talked about the Library, how it is used, how often it is used, etc.

On January 8, and 9, the Library Director joined the Library Advisory Board as they interviewed applicants for two open positions on the Board. The Board interviewed Debora Chandler and Autumn Belloni. Debora moved to Newport from Portland a year ago. Debora is a self-employed Technical Editor. Autumn is a Speech/Language Pathologist for the Linn, Benton, Lincoln Educational Service District.

Library staff continue their efforts to contact patrons with long overdue library materials. Unfortunately, most of these people are nowhere to be found. Because so many patrons have a nonchalant attitude about late materials, I have purchased posters reminding patrons of the importance of returning items on time. I will be speaking to the City Council about this in February. In the meantime, we keep trying.

On January 15, the Library Director sent a grant application to the Oregon Community Foundation for the community needs analysis and building feasibility study. Now all we have to do is wait to see if the application will be funded. In the meantime, the Director has begun writing a similar grant application to the Myer Family Memorial Trust. That application is due in March.



Memo

To: Jim Voetberg, City Manager and City Council
From: Jim Protiva, Parks and Recreation Director
Date: December 10, 2012
Re: Department Update-December 2012

Municipal Pool

- Holiday Open House with complimentary treats for patron appreciation Dec. 19th
- Hosted 2 high school swim meets – December 4th and 14th
- Provided Job Corp water safety trainings (2)
- Began swim team lane rental on Tuesdays and Thursdays from 5 to 6 pm

Recreation Center

- Building Attendant staff attended a ladder safety & building security training
- Gymnastics fundraiser held, 33 kids attended and \$900 raised for equipment
- New Yoga Instructor and classes, started December 3, 2012
- Shannon's Stretch & Flex class has over 23 participants at a time.
- School's Out kids assisted with Arbor Day Celebration and tree planting
- 2 weeks of no-school over the holidays....moderate attendance

Sports Programs

- All basketball leagues 5th through 8th grade up and running
- Drop in use and sponsorships going strong

Senior Activity Center

- Replaced 25 year old carpet in Senior Activity Center
- First outing in the new VAN was to Grande Ronde
- Readers theater performance had 52 in attendance

Parks & Rec Data December 2012	Facility usage counts	# Programs offered	New annual passes	Total annual passes	New other passes	Total other passes	Drop in users
Senior Center	927	22	N/A	N/A	N/A	N/A	43
Sports	4,385 est. vists mult. Locations	18	N/A	N/A	N/A	N/A	369
Recreation Center	12,314	28	119	758	198	581	1342
Municipal Pool	4603 visits	9	5	141	35	101	180
Totals	22,229	77	124	899	233	682	1,934

*spectators are not required to have a pass

*Rec Center pass allows Pool use



Memo

To: Jim Voetberg, City Manager and City Council
From: Derrick Tokos, Community Development Director
Date: January 16, 2013
Re: Department Update

MONTHLY PERMIT FIGURES

The following is a summary of December 2012 building and land use activity.

	Building Permits	Electrical Permits	Plumbing Permits	Construction Value	Land Use Actions
Dec.	2 (\$163.37)	18 (\$1,522.08)	6 (\$366.58)	\$4,950	6 (\$1,026.00)
YTD	138 (\$120,949.79)	260 (\$31,373.19)	62 (\$14,419.56)	\$14,603,755	52 (\$24,583.00)

Building permit activity was limited to a church remodel and a residential addition. The land use actions consisted of a couple of estuarine permits and land use compatibility reviews related to repair of dock structures and channel dredging.

STATUS OF MAJOR CONSTRUCTION PROJECTS

Port Terminal Project: In-water work on pilings and related structures is ongoing. Port is scheduled to pour last concrete section of dock on 1/17/13.

Lincoln County School District: Issued certificate of occupancy for classroom and gym at Sam Case Elementary. Finish work is underway on new classrooms at the Prep Academy and High School.

O'Reilly Auto Parts: Building plans have been submitted and reviewed. Architect is working on corrections.

Umpqua Bank: Architect is working on a design for the new bank and anticipates submitting for a building permit by 2/1/13.

Nazarene Church Outreach/Community Center: Perimeter foundation in place for footings and the structure is enclosed. Concrete slab has been poured.

Walgreens: Footing and initial foundation inspection completed. Utility work is underway.

Fred Meyer: Certificate of occupancy to be issued once the owner installs bus shelter.

Teevin Bros. Log Yard: Traffic Impact Analysis received 1/9/13. Public comments on the report will be accepted through 2/1/13.

SIGNIFICANT PLANNING PROJECTS

Safe Haven Hill Tsunami Evacuation Improvements: OEM and FEMA plan to act on our grant application to fully improve access to the hill site within the next few weeks. In the meantime, ODOT has allowed the city to perform interim improvements, including brush clearing and installation of a gravel path along the existing site access. The Public Works Department has substantially completed that work.

Creation of Land Bank for Work Force Housing: Top implementation priority of Housing Study adopted by the Council on 6/20/11. Staff is working with stakeholders to develop a framework for how the "Land Bank" and "Housing Fund" should function.

Vacation Rental Code Update: At this time 84 applications for VRD or B&B endorsements have been submitted. The City has conducted 74 inspections, 46 of which have passed. For those applications that have yet to pass, fire egress out of bedroom windows, lack of GFCI outlets, inadequate hand railing or guard rails on staircases (primarily on decks), and strapping on water heaters were the primary issues.

Transportation System Plan (TSP) Update: City Council adopted the TSP amendments on 11/5. New zoning code chapters for transportation impact analysis studies and street improvements for infill development were effective the first of the year. The trip budget program will become effective once the County and State adopt the proposal. County staff anticipates a hearing before their Planning Commission sometime in February; however, a date has not yet been set for the meeting.

Agate Beach Street and Recreation Enhancements: On 8/2 FHWA announced that the project will be funded in the amount of \$557,696. City is awaiting grant agreement paperwork from ODOT, who administers the program for our state. They have advised that an agreement will be provided for city review in February. This sets the City up for consultant selection in the spring, outreach and design in the fall, with construction in 2014. As this is federally funded, the City must use a state approved consultant for the design.

Territorial Sea Plan (TSP) Update: The State of Oregon, with the participation of key stakeholders, has been working to update the TSP to identify suitable locations for wave energy projects and develop standards against which the projects will be evaluated. The Planning Commission and City Council have supported the County's effort to limit deployments off of Lincoln County to research sites only. The Land Conservation and Development Commission (the State body that approves such amendments) is considering recommended changes to the Plan at a meeting on 1/24. Options being considered appear to limit future wave energy deployments in our area to research sites, as requested.

Reservoir UGB Amendment and Annexation: The Planning Commission has initiated amendments to the Comprehensive Plan to update criteria for evaluating UGB expansions and policies related to the reservoir properties. A hearing is planned for 1/28. If adopted, the changes set the stage for an application to expand the UGB to bring the reservoirs inside the city limits. This will make it easier for the City to repair and/or expand its water infrastructure. A draft of the expansion proposal was reviewed by the Commission on 1/14, and a hearing date is scheduled for 2/25. DLCD has reservations with the concept, so this is by no means a done deal.

Newport Economic Opportunity Analysis: Technical Advisory Committee met on 12/17 to develop a work plan, position description, and funding recommendations for a business recruitment/coordinator function. A follow-up meeting is scheduled for 1/28. The committee's recommendation will inform upcoming budget discussions. This effort implements one of the key recommendations of the recently adopted Economic Opportunity Analysis.

Pacific Marine Energy Center (PMEC): On 12/23, the site team submitted a proposal to OSU for locating the proposed grid connected wave energy test facility in Newport. OSU informed the team on 1/14 that it selected Newport (Reedsport was the other community in the running). Construction will likely occur starting in 2015.

COMMITTEE WORK

Planning Commission: Held a work session and regular meeting on 12/10 to consider amendments to the Comprehensive Plan related to UGB expansions and the reservoir annexation, and provided a recommendation to the Council regarding the Territorial Sea Plan update.

Parking Districts: The Nye Beach District met on 12/11 to debrief the 3rd Street sidewalk project and to discuss changes to timed parking signs. The Bay Front and City Center districts did not meet in December.



Memo

To: Jim Voetberg, City Manager and City Council
From: Ted Jones, PE, Sr Proj Mgr
Date: January 22nd, 2013
Re: Capital Projects Status Update

Project: **Big Creek Sewer Rehabilitation**
Project Number: 2010-001
Status: All sewer utility work is complete.
Next Task: Punch list and site restoration.
Budget: \$234,985
Description: This project will address infiltration and inflow issues that are contributing to sanitary sewer backups at the Big Creek Lift Station. In addition, the backwash water from the new water treatment plant will be discharged to this system.

Project: **Hwy 101 Sewer & Water Improvements**
Project Number: 2011-008
Status: Mainline installations are complete.
Next Task: Continue installing hydrants, re-establishing service connections, and on-going site restoration work.
Budget: \$1.3MM
Description: This project replaces undersized and aging water pipes in the South Beach area, improving water capacity and pressure. In addition, sanitary sewer pipes are being extended allowing adjacent properties to connect to City services, thereby abandoning aging septic systems. The extension of water and sewer services in this area allows future residential and commercial growth in South Beach. This project is primarily funded through South Beach Urban Renewal.

Project: **AIP-020 RWY 16/34 Rehabilitation Pre-Design**
Project Number: 2012-094
Status: Design alternatives are being developed as field data collection is nearing completion.
Next Task: Review the consultants design recommendations.
Budget: \$500,000
Description: Pre-design to rehabilitate RWY 16/34 with a FAA compliant x-section, a full overlay, improved drainage, lighting, and safety areas. The last major pavement improvement project was 30 years ago and the pavement is at the end of its useful service life.

Project: AIP-019 RWY 02/20 & TXWY E Signage and Markings
Project Number: 2012-094
Status: The start of construction is on hold until Spring 2013 to allow for suitable weather.
Next Task: Start construction.
Budget: \$106,664
Description: This project will bring the Airport's signage and markings into conformance with Part 139. The project will reconfigure the approach markings and signage to Runway 02, Taxiway E, and adjacent aprons which do not meet current FAA Standards. The FAA Safety and Certification office has required that the improvements be made to meet current standards.

Projects in Design or Analysis Phase

Water Treatment and Distribution

- 2011-018 Agate Beach Tank, Salmon Run Pump Station and Waterlines – Finalize plans and contact documents for bidding late winter/early spring 2013.
- 2012-012 Big Creek Dam Outlet Rehab Project – contract documents nearing completion. Permit submittals to USACE and Oregon DSL are being completed.
- 2012-014 South Beach SCADA Improvements – Consultant and the IT Contractor are starting the implementation plan. Completion slated for 2013.
- 2012-013 Lakewood Hills Pump Station Upgrades – Conceptual design is with City Staff for review. Planning for a Spring 2013 bid date.
- 2012-010 Yaquina Heights Tank Rehab - Scope of Work under development - NTR
- 2011-025 Big Creek Dam 1 and 2 – Final report issued, coordinating with consultant on best alternatives.

Streets and Storm Drainage

- 2012-015 Bayfront/John Moore Drainage Upgrade – Scope of Work under development - NTR
- 2011-027 Infrastructure Mapping – Data collection north of US-20 has been initiated. Mapping is With City Staff Supervisors to review/revise.
- 2011-024 US-101 Crosswalks – ODOT is reviewing the consultants proposed scope of work.

Wastewater Collection and Treatment

- 2012-008 WWTP Biosolids Evaluation – Staffing adjustments have been implemented and process monitoring/optimization continues.
- 2011-005 Bayside Sewer Rehab – Preliminary report has been presented to Engineering Staff and the preferred design option is being refined.
- 2012-025 Big Creek Pump Station – The consultant is preparing a life cycle cost analysis of the pump station alternates.
- 2012-024 Big Creek Force Main – Geotechnical and survey data collection is being initiated.
- 2012-027 Sanitary Sewer Flow Monitoring – Flow monitors installed and data collection underway.

January XX, 2013

Lskdjflksjdf
Sldkjflskdj
Lskdjflksdjfl

Dear lskdjflksdjfl;

Our records indicate that you have Library materials that are long overdue (see back). On at least two occasions we have attempted to contact you, by phone or e-mail, to notify you of the overdue material. A bill for the cost of the unreturned item(s) has been sent to the address given on your library card application. As of this date, you have made no attempt to return the item(s) or make arrangements with the library to pay for the item(s).

Failure to return library materials is a Class B violation in the State of Oregon. You now have 30 days from the date of this letter to return the item(s) or I will seek restitution through the courts. A Class B Violation can carry up to a \$1,000 fine. Please save us both a lot of time and trouble and return the overdue item(s), or make other arrangements with Rebecca Cohen, Supervising Librarian at (541) 574-3368.

Sincerely,

Ted Smith, Director
Newport Public Library

OREGON REVISED STATUTES -- PROHIBITED ACTIONS

357.975 Willful detention of library property. It shall be unlawful for any person willfully or maliciously to detain any library materials belonging to a publicly supported library or privately supported school, academic or research library or incorporated library for 30 days after notice in writing from the librarian of such library, given after the expiration of time which by regulations of such library such materials may be kept. The notice shall bear upon its face a copy of this section and of ORS 357.990. [Formerly 357.830; 1975 c.476 §30]

PENALTIES

357.990 Penalties. Violation of ORS 357.975 is a Class B violation. Such conviction and payment of the fine shall not be construed to constitute payment for library material nor shall a person convicted under this section be thereby relieved of any obligation to return to the library such material. [Amended by 1971 c.743 §360; 1975 c.476 §31; 1983 c.208 §2; 1999 c.1051 §176]



CITY DAY at the CAPITOL February 27, 2013

On behalf of the League of Oregon Cities and the Oregon Mayors Association, we cordially invite you to join mayors, city councilors, and city staff members for our first joint event: "City Day at the Capitol." *This is our opportunity to speak with one voice and provide collective efforts for influencing state policy and legislation for the benefit of our communities.*

This event is your chance to stand with other city officials from around Oregon in support of legislative actions that will return greater local authority over local decisions. It is also the time to let legislators know how actions they take could impact our communities and the difficult decisions we make. By coming together, our collective voices will make a difference to advance our legislative agenda.

During City Day, the legislative session will be in full swing. Many issues critical to cities will be under consideration, including the League's five legislative priorities—voter control, population forecasting, reset at sale, jobs and economic development, and the renewal of the 9-1-1 tax.

The most important part of the day will be your individual visits with legislators. You are encouraged to meet with them in the afternoon (1:45 p.m. to 4:00 p.m.) or early morning. *If you need assistance setting up a meeting, please contact the League.*

We ask that you also invite your legislators to the afternoon Legislative Reception, which will be held at the Salem Conference Center from 4:30 p.m. to 6:00 p.m.

RSVPs for "City Day at the Capitol" are due by 5:00 p.m. on Wednesday, February 13. Please fill out the enclosed registration form immediately and fax or mail to the League. You will also find all the materials on the OMA Web site at www.oregonmayors.org and the LOC website www.orcities.org.

Sincerely,

Shirley Kalkhoven
Mayor of Nehalem
OMA President

George Endicott
Mayor of Redmond
LOC President

Enclosures



2013 City Day at the Capitol

Wednesday, February 27, 2013

AGENDA

8:30 – 10:00 a.m. Salem Conference Center, Willamette Foyer

- I. Continental Breakfast and Registration

9:00 – 9:45 a.m. Salem Conference Center, Willamette B

- II. Legislative Orientation (**Optional, official event kicks off at 10:00 a.m.**)

10:00 a.m. – 12:30 p.m. Salem Conference Center, Willamette B

- III. Welcome and Introductions
- IV. Legislative Session Overview
- V. Issue Briefings
- VI. Working with the media

12:30 – 1:45 p.m. Salem Conference Center, Willamette C

- VII. Group Lunch – Legislative Leadership Invited

1:45 – 4:15 p.m. State Capitol

- VIII. Bus Shuttle to Capitol
- IX. Personal Visit with Legislators
- X. Bus Shuttle to Salem Conference Center

4:30 – 6:00 p.m. Salem Conference Center, Willamette Foyer

- XI. Legislative Reception

The Grand Hotel

201 Liberty Street SE, Salem, OR 97301

HOTEL RESERVATIONS

Call by January 27th!
(877) 540-7800

To receive the contracted rates, please indicate that you are with the **LOC City Day at the Capitol**.

Deluxe King - \$99* single occupancy, \$109* double occupancy

*All rates are subject to a 10 percent room tax.



Some amenities include: covered parking, complimentary hot breakfast buffet and high-speed Internet access.



You will be asked to guarantee your first night's lodging with a major credit card.
Reservations can only be canceled without penalty of first night cost by notifying the hotel 24 hours prior to arrival.

Check-in time is 3:00 p.m.; check-out time is 11:00 a.m.

www.grandhotelsalem.com

If the Grand Hotel is full, please contact Jenni Shepherd for a list of overflow property options.
JShepherd@orcities.org or (503) 588-6550



City Day at the Capitol
Wednesday, February 27, 2013
Oregon State Capitol & Salem Conference Center

Registration Form

(One person per form, please – make copies if needed)

Name _____ Title _____

Address _____ Email _____

City/Zip _____ Fax _____

The registration fee is **\$20.00 for the first participant from the city, and \$15.00 for any additional city participants**, which includes food and beverages, briefing materials, and the Legislative Reception. ***The registration fee is \$20.00 for guests.*** League staff will bill your city accordingly.

Please check the events you plan to attend:

- I plan to attend the **9:00 - 9:45 a.m. optional Legislative Orientation** prior to the event.
- I plan to make an **appointment with my legislator** before 10:00 a.m. or between 1:45 p.m. - 4:00 p.m.
- Please include me in the **lunch** at the Salem Conference Center.
My guest(s) will be: _____
(Full name, please)
- I plan to attend the **Legislative Reception** at the Salem Conference Center beginning at 4:30 p.m.
My guest(s) will be: _____
(Full name, please)

Please submit by February 13 to:

League of Oregon Cities
ATTN. Kristie Marecek
P.O. Box 928, Salem, OR 97308
Email: kmarecek@orcities.org
FAX: (503) 399-4863

2013 State Senators

		District	Phone	Office	Email
Sen. Herman	Baertschiger Jr.	SD 02	503-986-1702	S-403	sen.hermanbaertschiger@state.or.us
Sen. Alan	Bates	SD 03	503-986-1703	S-205	sen.alanbates@state.or.us
Sen. Lee	Beyer	SD 06	503-986-1706	S-419	sen.leebeyer@state.or.us
Sen. Brian	Boquist	SD 12	503-986-1712	S-305	sen.brianboquist@state.or.us
Sen. Ginny	Burdick	SD 18	503-986-1718	S-213	sen.ginnyburdick@state.or.us
Sen. Betsy	Close	SD 08	503-986-1708	S-303	sen.betsyclose@state.or.us
Sen. Peter	Courtney	SD 11	503-986-1600	S-201	sen.petercourtney@state.or.us
Sen. Richard	Devlin	SD 19	503-986-1719	S-211	sen.richarddevlin@state.or.us
Sen. Jackie	Dingfelder	SD 23	503-986-1723	S-407	sen.jackiedingfelder@state.or.us
Sen. Chris	Edwards	SD 07	503-986-1707	S-405	sen.chrisedwards@state.or.us
Sen. Ted	Ferrioli	SD 30	503-986-1950	S-323	sen.tedferrioli@state.or.us
Sen. Larry	George	SD 13	503-986-1713	S-307	sen.larrygeorge@state.or.us
Sen. Fred	Girod	SD 09	503-986-1709	S-401	sen.fredgirod@state.or.us
Sen. Bill	Hansell	SD 29	503-986-1729	S-423	sen.billhansell@state.or.us
Sen. Mark	Hass	SD 14	503-986-1714	S-207	sen.markhass@state.or.us
Sen. Betsy	Johnson	SD 16	503-986-1716	S-209	sen.betsyjohnson@state.or.us
Sen. Tim	Knopp	SD 27	503-986-1727	S-309	sen.timknopp@state.or.us
Sen. Jeff	Kruse	SD 01	503-986-1701	S-315	sen.jeffkruse@state.or.us
Sen. Laurie	Monnes Anderson	SD 25	503-986-1725	S-413	sen.lauriemonnesanderson@state.or.us
Sen. Rod	Monroe	SD 24	503-986-1724	S-409	sen.rodmonroe@state.or.us
Sen. Alan	Olsen	SD 20	503-986-1720	S-425	sen.alanolsen@state.or.us
Sen. Floyd	Prozanski	SD 04	503-986-1704	S-415	sen.floydprozanski@state.or.us
Sen. Arnie	Roblan	SD 05	503-986-1705	S-417	sen.arnieroblan@state.or.us
Sen. Diane	Rosenbaum	SD 21	503-986-1700	S-223	sen.dianerosenbaum@state.or.us
Sen. Chip	Shields	SD 22	503-986-1722	S-421	sen.chipshields@state.or.us
Sen. Bruce	Starr	SD 15	503-986-1715	S-411	sen.brucestarr@state.or.us
Sen. Elizabeth	Steiner Hayward	SD 17	503-986-1717	S-215	sen.elizabethsteinerhayward@state.or.us
Sen. Chuck	Thomsen	SD 26	503-986-1726	S-316	sen.chuckthomsen@state.or.us
Sen. Doug	Whitsett	SD 28	503-986-1728	S-311	sen.dougwhitsett@state.or.us
Sen. Jackie	Winters	SD 10	503-986-1710	S-301	sen.jackiewinters@state.or.us

2013 State Representatives

			District	Phone	Office	Email
Rep. Jules	Bailey	HD 42	503-986-1442	H-274	rep.julesbailey@state.or.us	
Rep. Jeff	Barker	HD 28	503-986-1428	H-480	rep.jeffbarker@state.or.us	
Rep. Phil	Barnhart	HD 11	503-986-1411	H-383	rep.philbarnhart@state.or.us	
Rep. Brent	Barton	HD 40	503-986-1440	H-275	rep.brentbarton@state.or.us	
Rep. Cliff	Bentz	HD 60	503-986-1460	H-475	rep.cliffbentz@state.or.us	
Rep. Vicki	Berger	HD 20	503-986-1420	H-479	rep.vickiberger@state.or.us	
Rep. Deborah	Boone	HD 32	503-986-1432	H-375	rep.deborahboone@state.or.us	
Rep. Peter	Buckley	HD 05	503-986-1405	H-272	rep.peterbuckley@state.or.us	
Rep. Kevin	Cameron	HD 19	503-986-1419	H-384	rep.kevincameron@state.or.us	
Rep. Brian	Clem	HD 21	503-986-1421	H-284	rep.brianclem@state.or.us	
Rep. Jason	Conger	HD 54	503-986-1454	H-477	rep.jasonconger@state.or.us	
Rep. John	Davis	HD 26	503-986-1426	H-389	rep.johndavis@state.or.us	
Rep. Michael	Dembrow	HD 45	503-986-1445	H-487	rep.michaeldembrow@state.or.us	
Rep. Margaret	Doherty	HD 35	503-986-1435	H-282	rep.margaretdoherty@state.or.us	
Rep. Sal	Esquivel	HD 06	503-986-1406	H-483	rep.salesquivel@state.or.us	
Rep. Shemia	Fagan	HD 51	503-986-1451	H-492	rep.shemiafagan@state.or.us	
Rep. Lew	Frederick	HD 43	503-986-1443	H-276	rep.lewfrederick@state.or.us	
Rep. Tim	Freeman	HD 02	503-986-1402	H-386	rep.timfreeman@state.or.us	
Rep. Joe	Gallegos	HD 30	503-986-1430	H-484	rep.joegallegos@state.or.us	
Rep. Chris	Garrett	HD 38	503-986-1438	H-283	rep.chrisgarrett@state.or.us	
Rep. Sara	Gelser	HD 16	503-986-1416	H-285	rep.saragelser@state.or.us	
Rep. Vic	Gilliam	HD 18	503-986-1418	H-385	rep.vicgilliam@state.or.us	
Rep. David	Gomberg	HD 10	503-986-1410	H-371	rep.davidgomberg@state.or.us	
Rep. Chris	Gorsek	HD 49	503-986-1449	H-486	rep.chrisgorsek@state.or.us	
Rep. Mitch	Greenlick	HD 33	503-986-1433	H-493	rep.mitchgreenlick@state.or.us	
Rep. Bruce	Hanna	HD 07	503-986-1407	H-382	rep.brucehanna@state.or.us	
Rep. Chris	Harker	HD 34	503-986-1434	H-485	rep.chrisharker@state.or.us	
Rep. Wally	Hicks	HD 03	503-986-1403	H-378	rep.wallyhicks@state.or.us	
Rep. Paul	Holvey	HD 08	503-986-1408	H-277	rep.paulholvey@state.or.us	
Rep. Val	Hoyle	HD 14	503-986-1900	H-295	rep.valhoyle@state.or.us	
Rep. John	Huffman	HD 59	503-986-1459	H-476	rep.johnhuffman@state.or.us	
Rep. Bob	Jenson	HD 58	503-986-1458	H-481	rep.bobjenson@state.or.us	
Rep. Mark	Johnson	HD 52	503-986-1452	H-489	rep.markjohnson@state.or.us	
Rep. Bill	Kennemer	HD 39	503-986-1439	H-380	rep.billkennemer@state.or.us	
Rep. Alissa	Keny-Guyer	HD 46	503-986-1446	H-281	rep.alissakenyguyer@state.or.us	
Rep. Betty	Komp	HD 22	503-986-1422	H-273	rep.bettykomp@state.or.us	
Rep. Tina	Kotek	HD 44	503-986-1200	269	rep.tinakotek@state.or.us	
Rep. Wayne	Krieger	HD 01	503-986-1401	H-381	rep.waynekrieger@state.or.us	

2013 State Representatives

		District	Phone	Office	Email
Rep. John	Lively	HD 12	503-986-1412	H-488	rep.johnlively@state.or.us
Rep. Greg	Matthews	HD 50	503-986-1450	H-379	rep.gregmatthews@state.or.us
Rep. Caddy	McKeown	HD 09	503-986-1409	H-376	rep.caddymckeown@state.or.us
Rep. Mike	McLane	HD 55	503-986-1400	H-395	rep.mikemclane@state.or.us
Rep. Nancy	Nathanson	HD 13	503-986-1413	H-280	rep.nancynathanson@state.or.us
Rep. Andy	Olson	HD 15	503-986-1415	H-478	rep.andyolson@state.or.us
Rep. Julie	Parrish	HD 37	503-986-1437	H-390	rep.julieparrish@state.or.us
Rep. Tobias	Read	HD 27	503-986-1427	H-286	rep.tobiasread@state.or.us
Rep. Jeff	Reardon	HD 48	503-986-1448	H-491	rep.jeffreardon@state.or.us
Rep. Dennis	Richardson	HD 04	503-986-1404	H-373	rep.dennisrichardson@state.or.us
Rep. Greg	Smith	HD 57	503-986-1457	H-482	rep.gregsmith@state.or.us
Rep. Sherrie	Sprenger	HD 17	503-986-1417	H-473	rep.sherriesprenger@state.or.us
Rep. Kim	Thatcher	HD 25	503-986-1425	H-472	rep.kimthatcher@state.or.us
Rep. Jim	Thompson	HD 23	503-986-1423	H-388	rep.jimthompson@state.or.us
Rep. Carolyn	Tomei	HD 41	503-986-1441	H-279	rep.carolyntomei@state.or.us
Rep. Ben	Unger	HD 29	503-986-1429	H-377	rep.benunger@state.or.us
Rep. Jessica	Vega Pederson	HD 47	503-986-1447	H-490	rep.jessicavegapederson@state.or.us
Rep. Jim	Weidner	HD 24	503-986-1424	H-387	rep.jimweidner@state.or.us
Rep. Gene	Whisnant	HD 53	503-986-1453	H-471	rep.genewhisnant@state.or.us
Rep. Gail	Whitsett	HD 56	503-986-1456	H-474	rep.gailwhitsett@state.or.us
Rep. Jennifer	Williamson	HD 36	503-986-1436	H-372	rep.jenniferwilliamson@state.or.us
Rep. Brad	Witt	HD 31	503-986-1431	H-374	rep.bradwitt@state.or.us

An Introduction to:
ADMINISTRATIVE RULES
For the City's Business License Ordinance

- I. "Administrative Rules" were mentioned frequently by the Business License Task Force that met three times that fall.
- II. That was because the Task Force wanted to keep the new Business License ordinance simple, fair and understandable, and there were a number of issues that did not lend themselves to any of these descriptors.
- III. The outline that follows describes some of those issues; it also attempts to define, or more fully explain, the method to be used to determine the number of business licenses the City should expect to receive from a "Hybrid Organization."
- IV. However, its intention is more to present an example than to suggest a solution. What you see tonight are not Administrative Rules but an introduction to them which, in the weeks ahead, will require more thought, review, and work, and a return to the Council.
- V. It includes one flow chart, as the Task Force believed that flow charts would assist in defoliating the thick underbrush that seemed to grow up around every budding subject. More flow charts will be necessary.

City of Newport
Administrative Rules – Business Licenses

- I. The City of Newport’s Business License Ordinance (No. 2030, Para. 4.05.045 (A) authorizes the City Manager to adopt administrative rules relating to matters within the scope of the Business License Ordinance.
- II. Each administrative rule will be numbered in a way that identifies the section of the ordinance that it is interpreting, the fiscal year that it was adopted, and the change number (for the paragraph being modified) in that fiscal year. For example, administrative rule **020.13-1** would be the **first** change in Fiscal Year **2013** which interprets or explains Paragraph **4.05.020** in the City of Newport’s Municipal Code.
- III. In this draft outline, we add the definition, Hybrid Organizations, and we make a first attempt to explain how Businesses whose operation is not easily understood, or which combine several businesses or ways of doing business, will be required to apply for and pay their business license(s).
- IV. The following topics are those that have so far been identified as requiring further explanation and amplification in the City’s Administrative Rules.
 - A. Definitions
 - 1. Owner
 - 2. Person
 - 3. Hotels and Motels
 - B. Hybrid Organization
 - C. Exemptions
 - D. Commercial Property
 - E. Hybrid Organizations
 - F. Timeshares
 - G. Absentee Owners
 - 1. Identifying
 - 2. Contacting
 - H. Telecommuters
 - I. Selling Over the Internet
 - J. Business Licenses and Endorsements
 - 1. How issued
 - 2. Effective dates
 - K. Enforcement
 - L. Processing
 - 1. Online applications
 - M. Delays in complying with the Ordinance

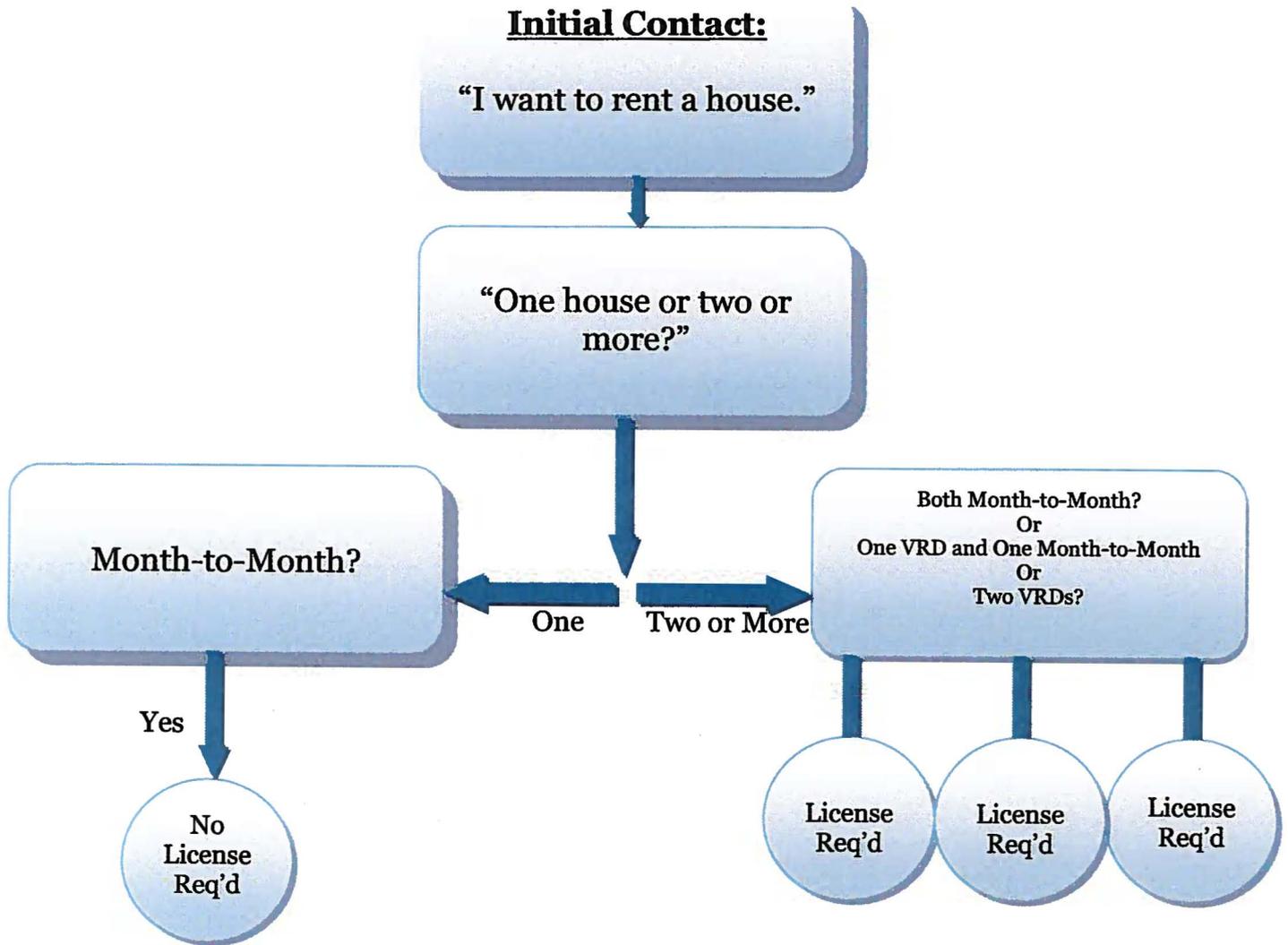
025.13-1 Hybrid Organizations

- I. Within the City, some business organizations defy, or at least stretch, conventional definition and understanding, and the simple application of, the City's Business License Ordinance.
- II. Though by definition these organizations do not lend themselves to uniformity, for the most part they can be broken down into their component units until the City's Business License Ordinance can be applied.
- III. These organizations generally consist of all or some of the following characteristics:
 - A. Multiple Owners
 1. [Timeshares](#)
 - B. Initial Application
 1. Multiple Ownership
 - a. Owning (and renting) two or more properties
 - b. Owning two or more businesses that are " ... substantially the same business."
 - c. Owning two or more businesses that are " ... which are not substantially similar in nature."
 2. Multiple Time Frames
 - a. Owning (and renting) for less than 30 days
 - b. Owning (and renting) for 30 days or more
 - C. [FlowChart](#) of 1. and 2., above
 - D. Persons¹ who manage multiple properties (Property Managers, for example).
 - E. Multiple Properties
 1. Units owned by individuals
 2. Units owned by partnerships or corporations
 3. Atypical units (boat slips, for example)
- IV. Criteria and Guidelines
 - A. The key to unraveling the maze, above, lies in the word ... *owner*.
 - B. The City's Business License Ordinance was predicated upon the concept that it is the *owner* of business property who is responsible for applying for and obtaining a business license, assuming the criteria for exemption (§ 4.05.020 (E) (2) are not met.
 - C. Thus, the responsibility for obtaining a business license for even the most complex of business organizations rests with the owner of the business or the property.
 - D. [Example](#)

¹¹ "Any and all natural and legal persons ..." as defined in the Ordinance (No. 2030)

Flow Chart
Initial Application: Numbers and Dates

START



Example of a Hybrid Organization

- I. The *Sandy Bottoms* is a 100-room complex located 30 miles east, or perhaps north, of Death Valley Scotty's Castle.
- II. Fifty of the rooms are owned by individuals who bought the rooms as an investment but don't live there, understandable given that Death Valley holds the record for the highest reliably reported temperature in the world (134 °F). These folks rarely visit; all of the rooms are rented to guests who, themselves, rarely stay more than a few hours and then only when the air conditioning is working.
- III. *Sandy Bottoms* owns 25 of the rooms and rents them out to visitors for an average of one to three days, er, nights, when the temperature has been known to drop as low as 107°. The resort also owns the local airport; though the last plane to fly in was a DC-3 (which melted upon landing), the airport is still a registered and taxed corporation.
- IV. Five of the rooms are owned by timeshares.
- V. All but two of the remaining rooms are owned by people who occupy their rooms, though only in the winter, and then only when the air conditioning is working. When they leave, as they frequently do, a property manager, located in Antarctica, manages their properties, occasionally renting them out on a month-to-month basis.
- VI. The owner of the two remaining rooms rents them out on a day-to-day basis.
- VII. Business licenses are required as follows:
 - A. One business license is required from *each* of the 50 resident owners.
 - B. Two business licenses are required from the *Sandy Bottoms*.
 - C. One business license is required for property manager of the units rented out on a month-to-month basis (that is the business that the owner is in, though the property manager is not located in Death Valley)
 - D. The owner of the two rooms requires one business license.



Determination

- I. Regardless of the complexity of the Hybrid Organization, the cogent precept for the responsibility for Business License (4.04.025 (B)) ... lies with *ownership*:
 - A. The *owner* of two or more rooms that are rented out to others must obtain a business license to do business in the City of Newport.
 - B. Lacking any *non-similar* (04.025 (A)) businesses, such owner is not required to obtain any other business licenses, *regardless of the number of rooms rented out*.
 - C. A person (4.05.015) otherwise subject to the Ordinance (4.05.010) is required to obtain a business license whether an *owner* of rental property or not. For example, a Property Manager working in Newport must obtain a Business License simply because of owning a business in Newport.
 1. Only one business license will be required if that is the only business that the person owns.

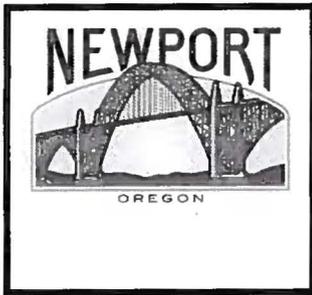
2. If that person personally rents two or more rooms *as an individual or as a separate business*, that person must obtain a second business license. (Note, however, that if those rooms are rented for 30 days or more (4.05.015), a business license is not required.

Timeshares

Definition: A timeshare is a property with a particular form of ownership or use rights. These properties are typically resort condominium units, in which multiple parties hold rights to use the property, and each sharer is allotted a period of time (typically one week, and almost always the same time every year) in which they may use the property. Units may be on a partial ownership, lease, or "right to use" basis, in which the sharer holds no claim to ownership of the property.

Determination

- I. There are at least two, perhaps more, condominium complexes that fit this definition of a timeshare within the City of Newport.
- II. Given that the "particular form of ownership" can involve from two to 20 "owners," and that the "manager" of these condominiums can be a corporation located in another state, it is not practical to expect this form of "ownership" to be subject to the City's Business License ordinance.
- III. Accordingly, Timeshares are exempt from the Business Application Fee and the Business License Annual Fee, and such exemption will be included in the next change to Ordinance No. 2030, An Ordinance Repealing and Re-Enacting Chapter 4.05 of the city of Newport Municipal Code Pertaining to Business Licensing.



Agenda Item #
Meeting Date

VII.B.
22 January 2013

CITY OF NEWPORT AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title **AUDIT FINDING #16: Monitoring of Financial Activities by the City Council.**

Prepared By: The Ol' Dawg Dept Head Approval: _____ City Mgr Approval: GV

Issue Before the Council: To review staff's recommendations for frequency, content, and format of monthly and quarterly reviews of the City's financial status and forecast year-end results.

Staff Recommendation:

Key Facts and Information Summary:

- At the 17 December 2012 meeting of the Council, staff presented minutes of the Audit Committee meeting of 08 November 2012, as well as an Exit Summary of the audit findings.
- Also, at that meeting, Council directed the Finance Director to return to the Council in January with recommendations related to auditors' Finding #16 in the minutes: "Monitoring of Financial Activities by the Governing Body."
- Specifically, our auditors suggested that "after the new council is seated" staff specifically address a "checklist," "benchmarks," "baselines to be reviewed," and "... questions that would be useful for the council."
- This agenda item responds to council direction and auditors' suggestions.

Other Alternatives Considered:

None

Fiscal Notes:

None

Attachments

Review
Reports
Forecasts

RECOMMENDED REVIEWS

	Frequency of Review	Rationale
<u>General Fund</u>	Quarterly (Monthly, if req'd)	Largest Fund; Largest "Burden" and Largest Subsidizer
1 Appropriation Unit		
City Council		
City Manager		
I.T.		
Court		
Finance		
Human Resources		
Customer Service		
5 "Operational" Cost Centers	Quarterly (Monthly, if req'd)	
Police		Amount req'd to subsidize
Fire		Amount req'd to subsidize
Library		???
Community Development		???
Non-Departmental		Genl Fund Revenue recorded here
<u>Parks and Recreation Fund</u>	Quarterly (Monthly, if req'd)	Amount received from General and Room Tax Funds
5 Cost Centers		
Administration		
Senior Center		
Pool		
Recreation Center		
Programs		
<u>Airport Fund</u>	Quarterly (Monthly, if req'd)	Amount received from General and Room Tax Funds
2 Cost Centers		
Airport Operations		
Fixed Base Operations		
<u>Room Tax Fund</u>	Monthly emailed reports	Second largest source of "discretionary" funds
1 Cost Center		
PUBLIC WORKS DEPARTMENT		
4 Funds		
<u>Admin and Engineering Fund</u>		Appropriated at the Summary Object Level
Personal Services		
Materials and Services		
Capital Outlay		
Contingency		
<u>Streets Fund</u>	Quarterly (Monthly, if req'd)	
2 Cost Centers		
Street Repairs and Maintenance		
Stormwater Repairs and Maintenance		
<u>Water Fund</u>	Quarterly (Monthly, if req'd)	
4 Cost Centers		
Water Treatment Plant		
Water Distribution		
Water Capital Projects		
Water Non-Departmental		
<u>Wastewater Fund</u>	Quarterly (Monthly, if req'd)	
4 Cost Centers		
Wastewater Treatment Plant		
Wastewater Collection		
Wastewater Capital Projects		
Wastewater Non-Departmental		
URBAN RENEWAL AGENCY	Quarterly (Monthly, if req'd)	No regular reviews in the past; as a result, exceeded two appropriations
Urban Renewal fund		
3 Cost Centers		
North Side Urban Renewal District (URD)		
South Beach URD - Construction		

BENCHMARKS - Expenses

Appropriation Unit: City Administration

Tell me, again, what cost centers are in this appropriation Unit?

Thru what date?

	FY13 Appropriation	FY13 YTD Expenses	FY13 Forecast	FY13 Forecast Variance
City Administration Revenues!A1	2,001,810	1,038,214	2,076,428	(74,618)

Is this a "straight-line" forecast?

BENCHMARKS - Revenues
Fund 303, Cost Center 3310

Notice:
 Did not use the term "appropriation"

Do you really think we will receive \$218k more than we budgeted?

	FY13 Budget	FY13 YTD Revenue	FY13 Forecast	FY13 Forecast Variance
Wastewater Treatment Plant				
303-3310-4001 BEGINNING FUND BALANCE	-	-		
303-3310-4208 FEMA GRANT	-	1,266	2,531	2,531
303-3310-4313 WATER USER CHARGES	2,600,000	1,409,364	2,818,728	218,728
303-3310-4314 WATER USER CHARGES-SEAL ROCK	55,000	22,547	45,093	(9,907)
303-3310-4325 MISC. SALES & SERVICES	25,000	24,565	49,130	24,130
303-3310-4415 INTEREST ON INVESTMENTS	-	-	-	-
Totals	\$ 2,680,000	\$ 1,457,741	\$ 2,915,482	\$ 235,482

Is this a linear or a weighted projection?

We don't earn any interest on our cash?

1/22/2013

City Council Meeting

The Checklist

I. Review

- This is the City's Budget
- But, has anything been *appropriated*?
- What else do you see?
- You also see *Funds and Cost Centers*
- Finally, you see these **Appropriation Units**

II. Recommendations

That the Council focus its attention on these **appropriation** units ⁽¹⁾:

In the General Fund

- City Administration
- Police
- Fire
- Non-Departmental

In the Public Works Funds

- Streets
- Water
- Wastewater

In the Parks and Recreation Fund

- Swimming Pool
- Recreation Center

In the Airport Fund

- Airport Operations
- Airport FBO

The Room Tax Fund (is a monthly report sufficient?)

Capital Project Fund (is the present reporting sufficient?)

That the Urban Renewal Agency focus on:

- Urban Renewal Fund
- South Beach URD Construction

⁽¹⁾ That department heads formally review the financial status of these units, and forecast their EOY revenues and expenses. These reviews will be performed at the second council meeting after the first, second, and third quarters of the fiscal year (Sept 30th, Dec 31st, and March 31st).

	<u>Adopted Budget</u>	FUND	<u>Adopted Budget</u>
101 - General Fund		401 - Parks and Recreation Fund	
City Administration	2,001,810	Administration	125,731
Police	3,383,246	Senior Center	165,297
Fire	1,787,091	Swimming Pool	337,551
Library	981,320	Recreation Center	420,507
Community Development	370,124	Recreation Programs	188,975
Non-Departmental	380,000	Contingency	53,587
Transfer to Housing Fund	5,000	Total	1,291,648
Transfer to Building Insp. Fund	6,000		
Transfer to Debt Service Fund	203,010	402 - Airport Fund	
Transfer to Airport Fund	195,000	Airport Operations	653,601
Transfer to Parks & Rec Fund	351,000	Airport FBO	537,459
Transfer to Street Fund	45,217	Transfer to Debt Service	51,319
Contingency	159,846	Contingency	9,840
Total	9,868,664	Total	1,252,219
201 - 203 Debt Service Funds		403 - Room Tax Fund	
Debt Service Fund 201	1,661,250	Materials and Services	1,129,605
Debt Service Fund 202	635,406	Transfer to General Fund	567,000
Debt Service Fund 203	522,174	Transfer to Airport Fund	339,460
Contingency	314,345	Transfer to Debt Service Fund	236,740
Total	3,133,175	Transfer to Parks & Recreation Fund	246,760
		Contingency	1,063,435
		Total	3,583,000
301 - Public Works Admin & Eng		404 - Building Inspection Fund	
Personnel Services	589,012	Personal Services	107,291
Materials & Services	84,640	Materials & Services	133,107
Capital Outlay	6,705	Transfer to General Fund	6,000
Contingency	20,523	Contingency	601,302
Total	700,880	Total	847,700
302 - Streets Fund		405 - Public Parking Fund	
Streets Maintenance	651,208	Materials & Services	43,900
Storm Drain Maintenance	492,370	Transfer to Capital Projects	4,000
Transfers to Debt Service Fund	62,226	Contingency	253,300
Contingency	32,651	Total	301,200
Total	1,238,455		
303 - Water Fund		406 - Agate Beach Closure Fund	
Water Treatment Plant	827,785	Materials & Services	50,000
Water Distribution	673,669	Contingency	1,437,000
Water - Capital Projects	2,345,169	Total	1,487,000
Water - Non-Departmental	649,005		
Transfers to Debt Service	64,556	407 - Housing Fund	
Contingency	595,517	Materials & Services	180,000
Total	5,155,701	Contingency	1,000
		Total	181,000
304 - Wastewater Fund		601 - Capital Projects Fund	
Wastewater Treatment Plant	957,684	Capital Outlay	3,840,605
Wastewater Collection	944,743		
Wastewater - Capital Projects	1,635,906	TOTAL APPROPRIATIONS	\$ 40,384,060
Wastewater - Non-Departmental	727,307		
Transfers to Debt Service	468,411		
Contingency	1,010,295		
Total	5,744,347		
305 - Line Undergrounding Fund		NON-APPROPRIATED BUDGET REQUIREMENTS	
Materials & Services	4,000	UEFB (1), General Fund	766,060
Capital Outlay	10,000	UEFB, Streets Fund	21,000
Transfer to Debt Service Fund	59,469	UEFB, Water Fund	1,059,468
Contingency	412,341	UEFB, Wastewater Fund	346,560
Total	485,810	UEFB, Parks & Recreation Fund	55,612
		UEFB, Airport Fund	53,529
		Reserve for Future Capital, General Fund	10,000
306 - SDC Funds		Reserve for Future Loan Payments	573,556
SDC - Streets	50,491	Reserve for Future Capital, WW Fund	45,000
SDC - Water	35,428	Reserve for Future Capital, Airport Fund	93,902
SDC - Wastewater	976	Reserve for Future Capital, Streets Fund	83,333
SDC - Parks	4,659		
SDC - Storm Drain	1,412	Total Non-Appropriated	3,108,020
Transfer to Debt Service Fund	410,395		
Transfer to Capital Projects Fund	15,000		
Contingency	754,296		
Total	1,272,657	TOTAL REQUIREMENTS	\$ 43,492,083

**CITY OF NEWPORT
RESOLUTION NO. 3598**

A RESOLUTION ADOPTING THE FISCAL YEAR 2012 - 2013 BUDGET AND MAKING APPROPRIATIONS

THE CITY OF NEWPORT RESOLVES THAT the budget for fiscal year 2012- 2013 be adopted in the sum of \$ 43,492,083 ; this budget is available for review now at City Hall.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2012, and for the purposes shown below are hereby appropriated as follows:

FUND	Adopted Budget	FUND	Adopted Budget
101 - General Fund		401 - Parks and Recreation Fund	
City Administration	2,001,810	Administration	125,731
Police	3,383,246	Senior Center	165,297
Fire	1,787,091	Swimming Pool	337,551
Library	981,320	Recreation Center	420,507
Community Development	370,124	Recreation Programs	188,975
Non-Departmental	380,000	Contingency	53,587
Transfer to Housing Fund	5,000	Total	\$ 1,291,648
Transfer to Building Insp. Fund	6,000		
Transfer to Debt Service Fund	203,010	402 - Airport Fund	
Transfer to Airport Fund	195,000	Airport Operations	653,601
Transfer to Parks & Rec Fund	351,000	Airport FBO	537,459
Transfer to Street Fund	45,217	Transfer to Debt Service	51,319
Contingency	159,846	Contingency	9,840
Total	\$ 9,868,664	Total	\$ 1,252,219
201 - 203 Debt Service Funds		403 - Room Tax Fund	
Debt Service Fund 201	1,661,250	Materials and Services	1,129,605
Debt Service Fund 202	635,406	Transfer to General Fund	567,000
Debt Service Fund 203	522,174	Transfer to Airport Fund	339,460
Contingency	314,345	Transfer to Debt Service Fund	236,740
Total	\$ 3,133,175	Transfer to Parks & Recreation Fund	246,760
		Contingency	1,063,435
		Total	\$ 3,583,000
301 - Public Works Admin & Eng		404 - Building Inspection Fund	
Personnel Services	589,012	Personal Services	107,291
Materials & Services	84,640	Materials & Services	133,107
Capital Outlay	6,705	Transfer to General Fund	6,000
Contingency	20,523	Contingency	601,302
Total	\$ 700,880	Total	\$ 847,700
302 - Streets Fund		405 - Public Parking Fund	
Streets Maintenance	651,208	Materials & Services	43,900
Storm Drain Maintenance	492,370	Transfer to Capital Projects	4,000
Transfers to Debt Service Fund	62,226	Contingency	253,300
Contingency	32,651	Total	\$ 301,200
Total	\$ 1,238,455		
303 - Water Fund		406 - Arate Beach Closure Fund	
Water Treatment Plant	827,785	Materials & Services	50,000
Water Distribution	673,669	Contingency	1,437,000
Water - Capital Projects	2,345,169	Total	\$ 1,487,000
Water - Non-Departmental	649,005		
Transfers to Debt Service	64,556	407 - Housing Fund	
Contingency	595,517	Materials & Services	180,000
Total	\$ 5,155,701	Contingency	1,000
		Total	\$ 181,000
304 - Wastewater Fund		601 - Capital Projects Fund	
Wastewater Treatment Plant	957,684	Capital Outlay	3,840,605
Wastewater Collection	944,743		
Wastewater - Capital Projects	1,635,906	TOTAL APPROPRIATIONS	\$ 40,384,060
Wastewater - Non-Departmental	727,307		
Transfers to Debt Service	468,411		
Contingency	1,010,295		
Total	\$ 5,744,347		
305 - Line Undergrounding Fund		NON-APPROPRIATED BUDGET REQUIREMENTS	
Materials & Services	4,000	UEFB ⁽¹⁾ , General Fund	766,060
Capital Outlay	10,000	UEFB, Streets Fund	21,000
Transfer to Debt Service Fund	59,469	UEFB, Water Fund	1,059,468
Contingency	412,341	UEFB, Wastewater Fund	346,560
Total	\$ 485,810	UEFB, Parks & Recreation Fund	55,612
		UEFB, Airport Fund	53,529
		Reserve for Future Capital, General Fund	10,000
306 - SDC Funds		Reserve for Future Loan Payments	573,556
SDC - Streets	50,491	Reserve for Future Capital, WW Fund	45,000
SDC - Water	35,428	Reserve for Future Capital, Airport Fund	93,902
SDC - Wastewater	976	Reserve for Future Capital, Streets Fund	83,333
SDC - Parks	4,659		
SDC - Storm Drain	1,412	Total Non-Appropriated	\$ 3,108,020
Transfer to Debt Service Fund	410,395		
Transfer to Capital Projects Fund	15,000	TOTAL REQUIREMENTS	\$ 43,492,083
Contingency	754,296		
Total	\$ 1,272,657		

UEFB ⁽¹⁾ = Unappropriated Ending Fund Balance



9 City Departments

- 1 City Manager**
- 1 Finance**
- 1 Police**
- 1 Fire**
- 1 Library**
- 1 Community Development**
- 1 Public Works**
- 1 Parks & Recreation**
- 1 Airport**



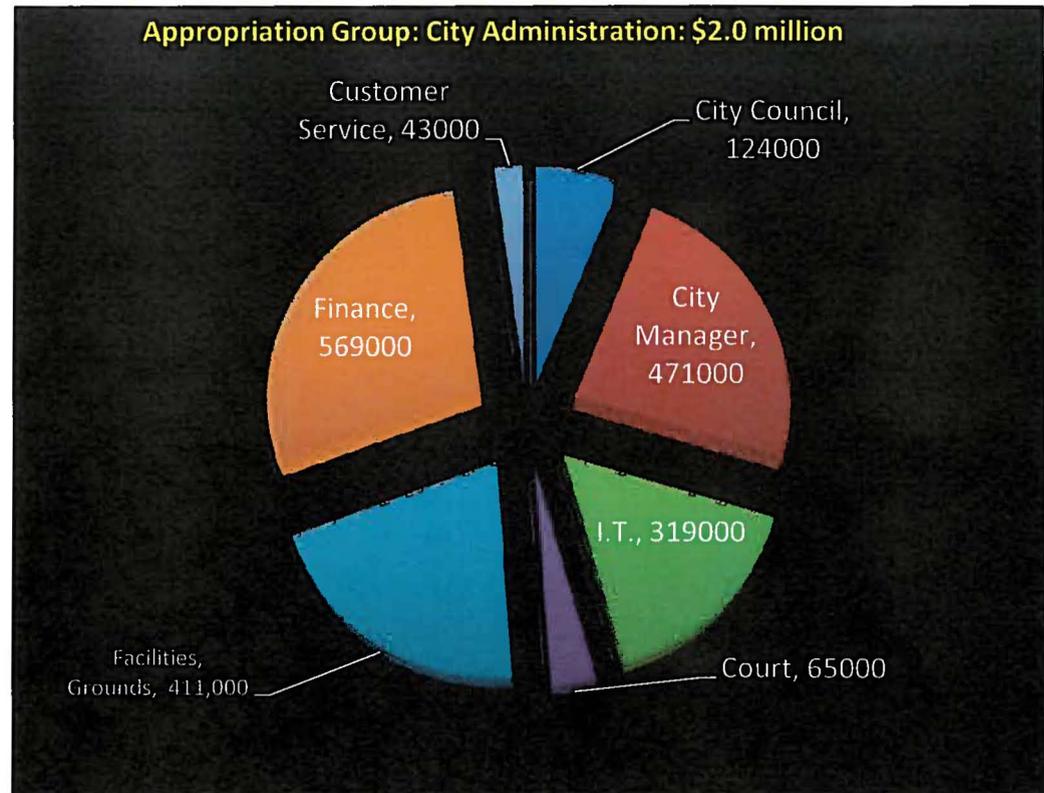
**16 Funds, consisting of
47 Cost Centers**

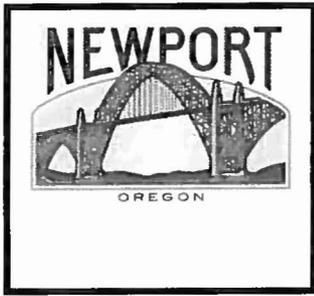
- 12 General Fund
- 3 Debt Service Fund
- 2 Public Works Admin & Eng Fund
- 2 Streets
- 4 Water Fund
- 4 Wastewater Fund
- 1 Line U/G Fund
- 5 SDCs Fund
- 6 Parks & Rec Fund
- 2 Airport Fund
- 1 Room Tax Fund
- 1 Bldg Inspection Fund
- 1 Public Parking Fund
- 1 Agate Beach Closure Fund
- 1 Housing Fund
- 1 Capital Projects Fund

Appropriation Units

- 1 *City Administration*
- 1 *Police*
- 1 *Fire*
- 1 *Library*
- 1 *Community Development*
- 1 *Gen'l Fund Non-Dept*
- 6 *Gen'l Fund Transfers*
- 1 *Gen'l Fund Contingency*
- 3 *Debt Service Funds*
- 1 *Debt Service Contingency*
- 4 *Public Works Admin/Eng Cost Objects*

ad nauseum





Agenda Item #
Meeting Date

VII.C.
22 January 2013

CITY OF NEWPORT AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title Six-Month Review of Financials

Prepared By: The Ol' Dawg Dept Head Approval: _____ City Mgr Approval: 

Issue Before the Council: To review the City's financial status for selected funds/cost centers for the first six months of this fiscal year.

Staff Recommendation:

Key Facts and Information Summary:

Following is the six-month financial review of the four most interconnected funds: the General Fund, the Parks and Recreation Fund, the Airport Fund, and the Room Tax Fund. This review by the Council is a logical follow-up to the "Finding 16" discussion which ensures the Governing Body of the city is informed on the city's finances.

The Council should note that at the appropriation level, the level at which the City Council approves the expenditure of funds, the General Fund, Parks and Recreation Fund, Airport Fund and Room Tax Fund are in good shape and in line with projected revenues and expenditures.

Next month, Council can anticipate to receive similar financial reviews of the Entrepreneurial Funds (Water and Wastewater), plus the Streets Fund and, possibly, the URA Fund. Together, these eight funds are our largest, most impactful, and the ones that can go upside down the quickest.

Other Alternatives Considered:

None

Fiscal Notes: None

Attachments: Six-Month Financial Report

Summary - All Reported Funds
FY13 Operating Results (31Dec12) and Y/E Fcst

Fund 101 - General Fund

Fund 401 - Parks and Rec

Fund 402 - Airport Fund

Fund 403 - Room Tax Fund

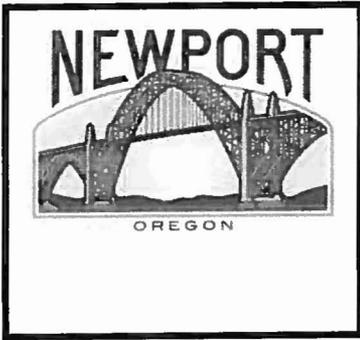
	<-- Sources of Funds -->			<-- Uses of Funds -->		
	FY13 Budget	FY13 YTD Actuals	FY13 Y/E Forecast	FY13 Budget	FY13 YTD Actuals	FY13 Y/E Fcst
Fund 101 - General Fund	10,644,723	8,246,559	11,128,766	10,644,723	4,015,251	9,427,459
Fund 401 - Parks and Rec	1,347,259	501,715	1,327,582	1,347,258	504,453	1,236,539
Fund 402 - Airport Fund	1,399,651	789,803	2,265,698	475,263	422,283	1,887,040
Fund 403 - Room Tax Fund	3,583,000	2,420,852	3,477,239	3,583,000	1,460,666	3,477,239

General Fund
FY13 Operating Results (31Dec12) and Y/E Fcst

	Total Uses of Funds			
		FY13 Adopted Budget	YTD Actual Expenses as of 31Dec12	Y/E Expenses Forecast
				Fcst Variance
1010-1055 City Administration		2,001,810	1,041,664	1,986,368
1070 Police		3,409,719	1,492,812	3,406,538
1090 Fire		1,968,630	763,644	1,942,956
1100 Library		985,820	459,093	965,541
1400 Community Development		370,125	139,887	335,332
1900 Non-Departmental		1,908,120	118,151	959,420
Total General Fund		10,644,724	4,015,251	9,596,155
				1,033,869

CITY ADMINISTRATION
FY13 Operating Results (31Dec12) and Y/E Fcst

	FY13 Budget	YTD Actuals (31Dec12)	Forecast	Fcst Variance
1010 City Council	123,750	47,689	95,895	13,855
1020 City Manager	470,949	183,100	403,195	67,554
1025 I.T.	319,068	169,032	278,470	40,598
1030 Municipal Court	65,044	35,648	68,834	(3,790)
1035 Grounds & Maintenance	410,802	295,162	569,071	(158,269)
1050/1052 Finance/Human Resources	569,397	289,717	537,872	31,525
1055 Customer Services	42,800	21,317	33,032	9,768
Totals: Appropriation Unit.....	\$ 2,001,810	\$ 1,041,664	\$ 1,986,368	\$ 1,242



Agenda Item #
Meeting Date

VIII.
1/22/13

CITY COUNCIL AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title: Public Hearing on Ordinance No. 2047 that Would Create a New Municipal Code Chapter 4.30 Prohibiting the Distribution of Single-Use Plastic Carryout Bags by Retail Establishments

Prepared By: Peggy Hawker Dept Head Approval: ph City Manager Approval: [Signature]

Issue Before the Council: The issue before Council is to hear public testimony on the potential adoption of Ordinance No. 2047 which would create a new Municipal Code Chapter 4.30 prohibiting a the distribution of single-use plastic carryout bags by retail establishments.

Staff Recommendation: Staff recommends Council hear public testimony and direct staff accordingly.

Proposed Motion: None. This is to hear public testimony only.

Key Facts and Information Summary: On December 6, 2010, the City Council adopted Resolution No. 3529 supporting the state Legislature passing legislation to ban single-use plastic checkout bags. That legislation was not passed. Subsequently, the City Council was asked to consider adopting an ordinance banning single-use plastic checkout bags. On October 17, 2011, the City Council held a public hearing at which time public testimony and written comment was presented almost entirely in favor of a local ban on single-use plastic checkout bags. Following this public hearing, the City Council decided in a 5-2 vote to move forward with drafting an ordinance to ban single-use plastic checkout bags with a charge on paper checkout bags. On November 7, 2011, the City Council voted 4-3 to reconsider and then deny its October 17, 2011 decision. On December 5, 2011, the City Council considered the suggestion to form an advisory task force. On January 3, 2012, the City Council considered a potential list of stakeholders for an advisory task force; a timeline for the task force; and the responsibility of the task force. On January 17, 2012, the City Council considered a draft resolution that would establish this task force. On February 6, 2012, the City Council adopted Resolution No. 3576 establishing a task force to study and recommend a community plan for single-use plastic checkout bags. The Plastic Bag Community Plan Task Force met eight times during 2012 (April 19, May 3, May 31, June 28, July 26, August 23, September 27, October 11). At its last meeting, the Task Force voted on four options: 1. Adopt the Corvallis Model - Ban with Fee for Paper; Newport Model - No Ban + Fee; Transition - Assess in One Year; Voluntary Ban. The option receiving the most votes was the Corvallis Model - Ban with Fee for Paper. The Task Force made a presentation to City Council on October 15, 2012. Council heard comments from the audience and received copies of written comments. At this meeting, the City Council adopted the following motion in a 4-3 vote: MOTION was made by Sawyer, seconded by Bertuleit, to direct staff to bring an ordinance, based on the Corvallis model, banning the use of single use plastic bags, to send to the voters in May of 2013,

to become effective if approved by the voters. That ordinance is attached as Ordinance No. 2047. It is based on the Corvallis model, but effective if approved by the voters at an election to be held on May 21, 2013.

Attachment List: Ordinance No. 2047
Resolution No. 3576 Establishing the Task Force
List of Options and Votes of the Task Force on Each of the Options

Fiscal Notes: The cost of the election is not projected to exceed \$1,500.

CITY OF NEWPORT

ORDINANCE NO. 2047

AN ORDINANCE CREATING A
NEW MUNICIPAL CODE CHAPTER 4.30
REGARDING SINGLE-USE PLASTIC CARRYOUT BAGS
AND STATING AN EFFECTIVE DATE

Section 1. Chapter 4, Businesses, of the Newport Municipal Code is amended to add Chapter 4.30 as follows:

- 4.30.010 Purpose.
- 4.30.020 Definitions.
- 4.30.030 Supervision by City Manager.
- 4.30.040 Single-Use Plastic Carryout Bag Regulation.
- 4.30.050 Enforcement and Penalties.
- 4.30.060 Severability.

4.30.010 Purpose.

The purpose of this Chapter is to prohibit retail establishments from distributing single-use plastic carryout bags to their customers and to encourage the distribution and use of reusable options in order to avoid the negative environmental consequences found with the use of single-use plastic carryout bags.

4.30.020 Definitions.

- A. ASTM Standard means the current American Society for Testing and Materials (ASTM)'s International D-6400.
- B. City means the City of Newport.
- C. City Manager means the City Manager for the City of Newport or the City Manager's designee acting under his or her direction.
- D. Recyclable Paper Bag means a paper bag that meets all of the following requirements:
 - 1. Is 100% recyclable and contains a minimum of 40% post-consumer recycled content;
 - 2. Is capable of composting consistent with the timeline and specifications of the ASTM Standard.

- E. Retail Establishment means any store, shop, sales outlet, or vendor located within the City of Newport that sells goods at retail. Retail Establishment does not include any establishment where the primary business is the preparation of food or drink:
 - 1. For consumption by the public;
 - 2. In a form or quantity that is consumable then and there, whether or not it is consumed within the confines of the place where prepared; or
 - 3. In consumable form for consumption outside the place where prepared.
- F. Reusable Bag means a bag with handles that is either:
 - 1. Made of cloth or other machine washable material, or
 - 2. Made of durable plastic that is at least 2.25 mils thick.
- G. Single-use Plastic Carryout Bag means a plastic bag made from synthetic or natural organic materials, that is provided by a Retail Establishment to a customer at the point of sale for use to transport or carry away purchases from the Retail Establishment. A Single-use Plastic Carryout Bag does not include:
 - 1. A reusable bag;
 - 2. A plastic bag provided by a Retail Establishment to a customer at a time other than the time of checkout; or
 - 3. Pharmacy prescription bags.

4.30.030 Supervision by City Manager.

The regulation of Single-use Plastic Carryout Bags in the city under the provisions herein shall be under the supervision of the City Manager.

4.30.040 Single-use Plastic Carryout Bag Regulation.

- A. Retail Establishments shall not provide or make available Single-use Plastic Carryout Bags to customers.
- B. When a Retail Establishment makes a Recyclable Paper Bag available to a customer at the point of sale, the Retail Establishment shall charge the customer a reasonable pass-through cost of not less than five cents per Recyclable Paper Bag provided to the customer.
- C. A Retail Establishment shall provide customers who use a voucher issued under the Women, Infants, and Children Program established in the Oregon Health Authority

under ORS 409.600 with a Reusable Bag or a Recyclable Paper Bag at no cost upon request of the customer at the point of sale.

4.30.050 Enforcement and Penalties.

- A. A person is guilty of a violation of this Section, if that person is the one who provides or makes available a Single-use Plastic Carryout Bag to customers, and/or is a person who is in charge or in control of a retail establishment that provides or makes available a Single-use Plastic Carryout Bag to customers, and/or is a person or business entity (e.g., corporation, firm, partnership, association, limited liability entity, cooperative) who owns a retail establishment that provides or makes available a Single-use Plastic Carryout Bag to customers, or is an agent, officer, or manager, director, or employee who exercises authority over the retail establishment that provides or makes available a Single-use Plastic Carryout Bag to customers.
- B. Each Single-use Plastic Carryout Bag provided or made available to customers in violation of this section is a separate offense.
- C. A violation of this section is a Class A infraction, with a minimum fine for each separate offense of not less than \$200.
- D. Enforcement of this section shall begin July 1, 2014 for retailers with more than 50 full-time equivalent employees and January 1, 2015 for retailers with 50 or less full-time equivalent employees.

4.30.060 Severability.

If any provision, paragraph, word, section, or article of this Section is invalidated by any court of competent jurisdiction, the remaining provisions, paragraphs, words, sections, and chapters shall not be affected and shall continue in full force and effect.

Section 2. This ordinance shall take effect immediately if approved by the electors of the City of Newport at an election to be held on May 21, 2013.

Sandra Roumagoux, Mayor

ATTEST:

Margaret M. Hawker, City Recorder

**CITY OF NEWPORT
RESOLUTION NO. 3576**

**A Resolution Establishing a Task Force to Study and Recommend
A Community Plan for Single-Use Plastic Checkout Bags**

FINDINGS:

1. On December 6, 2010, the Council unanimously adopted Resolution No. 3529 in support of the state Legislature passing legislation to ban single-use plastic checkout bags. Such legislation was not passed in the 2011 session.
2. Subsequently, the Council was asked to consider passing an ordinance to ban single-use plastic checkout bags. A petition signed by around 50 local groups and businesses was submitted to the Council in support of this request.
3. On October 17, 2011, the Council held a public hearing in which public testimony and submitted written comment ran almost entirely in favor of a local ban on single-use plastic checkout bags. Following the public hearing, the Council decided in a 5-2 vote to move forward with drafting an ordinance to ban single-use plastic checkout bags with a charge on paper checkout bags.
4. On November 7, 2011, the Council voted 4-3 to reconsider and then deny its October 17 decision. Councilor Allen, who voted against drafting an ordinance, offered and was asked to put together some suggestions for discussion the following month.
5. On December 5, 2011, the Council considered the suggestion to form an advisory task force. Councilor Allen, with assistance from Councilor Roumagoux, who voted in favor of drafting an ordinance, was asked to put together some preliminary ideas for an advisory task force for discussion the following month.
6. On January 3, 2012, the Council considered a potential list of stakeholders for an advisory task force, a timeline for the task force, and responsibility of the task force. Councilor Allen, with assistance from Councilor Roumagoux, was asked to put together a draft resolution for discussion the following Council meeting.
7. On January 17, 2012, the Council considered a draft resolution to establish a task force, and after further discussion directed city staff to initiate the process of establishing a task force with membership, a timeline, and responsibility as set forth below.

NOW, THEREFORE, THE CITY OF NEWPORT RESOLVES:

Section 1. The Council establishes a Plastic Bag Community Plan Task Force with the following members:

Surfrider Foundation - Newport Chapter
Oregon League of Conservation Voters - Lincoln County Chapter
Lincoln County Solid Waste District
Lincoln County Solid Waste Hauler/s
Northwest Grocery Association
J C Thriftway Market
Newport Farmer's Market
Large Retailer (non-grocery)
Smaller Retailer (non-grocery)
At least two Public at-large

Section 2. The members listed in Section 1 above, with the exception of larger retailer, smaller retailer, and public at-large, can select the person/s to represent them on the Task Force. Council will appoint larger retailer, smaller retailer, and public at-large through the standard city application and interview process.

Section 3. The responsibility of the Task Force is to identify different approaches to reduce or eliminate the use of single-use plastic checkout bags, and ways in which to measure their effectiveness. This may include community outreach and education, local recycling efforts, a local ban either with or without a charge/deposit on paper checkout bags, or a combination of these or other approaches.

Section 4. The Task Force can seek assistance from local organizations, like the Greater Newport Chamber of Commerce, as an information resource. Task Force members can do their own information gathering as well.

Section 5. The Task Force will be responsible for forwarding recommendation/s to the Council for consideration and potential plan of action.

Section 6. The Task Force will be responsible for completing its task by the Council's regular meeting on September 4, 2012.

Section 7. This resolution is effective upon adoption.

Passed and adopted by the Newport City Council on February 6, 2012.



Mark McConnell, Mayor

ATTEST:


Margaret M. Hawker, City Recorder

	Corvallis Model Ban + Fee	Newport Model No Ban + Fee	Transition Assess in One Year	Voluntary
Not Support	4	6	5	6
Could Support	0	1	4	0
Support	6	3	0	4
Abstentions*	2	2	3	2

*Abstentions were: Lincoln County Hauler Representative, Mark Saelens, and for Option 3 (Transition) Herb Goblirsch.

January 9, 2013

RECEIVED
JAN 09 2013
CITY OF NEWPORT

Newport City Council

It is important to me that you know my stand on the pending plastic bag ban that is to be on the May ballot. Due to my age, I prefer not to drive after dark, so I can't attend your public meetings.

However, I strongly object to a ban on plastic bags such as the ones used at grocery stores. I understand that too often people are irresponsible and thoughtless in their use. That shouldn't mean those of us who try to be responsible have to be seriously inconvenienced. My husband and I use a lot of these bags. Health issues require that we dispose of personal products frequently--several times a week. These plastic bags are the only way we know to do so. And they go into the garbage can. I've been collecting them for over a year, to be sure we have enough for a long time in case of such a ban. I don't feel we should have to do that.

The alternative, paper sacks, is no solution. Environmentalists will complain about trees being destroyed to provide paper. Charging five cents per sack doesn't seem to be a wise option. And it's probably a bit of a hardship for a lot of people.

The decision is out of your hands, now that it will be on the ballot. And that was probably the right way for you to go. But since it's still on your agenda I want to be a strong voice against the ban. Thank you for "listening" to me.



Darlene LaFollette
569 NE 62 St.
Newport OR 97365

Untitled

This is in concern to the proposed ban on plastic bags in Newport.

1. In this economy, I feel it would be highly unfair for businesses to charge for the use of paper bags.

2. In concept I agree with reusable bags, however in theory it STINKS - literally!! I am extremely concerned about the cleanliness at grocery stores. MANY people never wash these bags. I have had grocery checkers tell me that they don't want to put their hand in some because of the filth - even one expressing that there was cat feces in one bag - even though the owner appeared well groomed.

These reusable bags contaminate everything they touch, from the grocery cart to the conveyor belt where we place our items, and the stand where the checker's place the bags to be filled. These places are cleaned infrequently - contaminating all that follows.

RECEIVED
JAN 17 2013
CITY OF NEWPORT

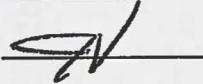


Agenda Item #
Meeting Date

IX.A.
January 22, 2013

CITY COUNCIL AGENDA ITEM SUMMARY
City of Newport, Oregon

Issue/Agenda Title Consideration of Teevin Bros. Appeal of System Development Charge Assessment

Prepared By: Derrick Tokos Dept Head Approval: DT City Mgr Approval: 

ISSUE BEFORE THE COUNCIL: Determination of whether or not the City Manager's decision to assess Teevin Bros. a stormwater system development charge fee in the amount of \$0.30 per square foot of new impervious area associated with their planned log exporting operation is in accordance with the City's ordinance for collecting system development charges and state law.

STAFF RECOMMENDATION: Staff recommends the Council affirm the City Manager's decision. System Development Charges (SDCs) are fees imposed on new development that are used to help pay for capital infrastructure improvements that all City residents and property owners benefit from. While Teevin Bros. is investing in storm drainage improvements to manage their run-off on-site, the property is nonetheless part of the city system. Trucks travelling to and from their facility will use City streets and those streets must be drained. Those drainage systems have to be enhanced and upgraded over time to facilitate growth, and system development charges are an important piece of the City's financing strategy for making the necessary improvements.

The City of Newport's SDC ordinance includes generous credit provisions that extend beyond what is required under state law, including a credit for any structure and use of the property within the last 30 years (NMC 12.15.065((A)(2))). This provision has effectively waived the SDC charges for streets, water and sewer impacts attributed to this project, resulting in a substantial cost savings to Teevin Bros.¹ A further reduction in fees, beyond what is contemplated in the City's SDC ordinance, will compromise the City's ability to generate funds it needs to make planned capital improvements to the city's storm drainage system.

If the Council is interested in providing additional credits, then it should look to amend its SDC ordinance and methodology in a deliberate manner so that a palate of options and corresponding ramifications can be considered by policy makers. This cannot be accomplished in the context of an appeal. In considering this appeal, the Council is charged with determining whether or not the City Manager's decision is in accordance with the SDC ordinance and state law. As noted by the City Attorney, the decision comports with both and therefore should be affirmed.

PROPOSED MOTION: I move to affirm the City Manager's decision to assess Teevin Bros. a stormwater system development charge for new impervious surfaces associated with their log yard development consistent with City of Newport Resolution No. 3618, with the option for credits being granted to reduce the assessment as provided in Chapter 12.15 of the Newport Municipal Code.

KEY FACTS AND INFORMATION SUMMARY: On December 20, 2012 the City of Newport received an appeal from Teevin Bros. Land and Timber Company asking that the system development charge assessment for

¹ Streets SDCs were credited because aerial imagery showed that a log exporting use occupied the site at the same scale as proposed. Water and sewer fees received a credit because a meter existed on the property for the prior use. Stormwater SDCs were not eligible for this credit because the property was not paved as part of the prior operation.

stormwater management be reduced by 50%. The City assesses a stormwater system development charge fee in the amount of \$0.30 per square foot of new impervious surface associated with development (Resolution No. 3618). Teevin Bros. is proposing to pave 15 acres of land on McLean Point for use as part of a log exporting operation, resulting in an assessment of \$196,020. Add to that a 4.18% administrative fee and the total increases to \$204,214. Teevin Bros. is planning to improve the public storm drainage system along the Bay Road as part of their project. This is a "qualified public improvement" that is eligible for a dollar for dollar credit (NMC 12.15.065(C)). While costs for Teevin Bros. contribution towards this "qualified public improvement" have yet to be calculated, it is possible that they will reduce the storm drainage fee to the \$180,000 figure referenced in the appeal.

In the appeal, Teevin Bros. argues that a reduced fee is warranted because they are (a) restoring the functionality of the public storm drainage system along Bay Road, (b) the project is not contributing additional runoff to the City's storm drainage system, and (c) storm run-off attributed to their development will be managed on-site to a higher regulatory standard than would be otherwise required by the City pursuant to an Oregon Department of Environmental Quality 1200Z permit. They estimate the value of the on-site storm drainage system to be \$313,040.21.

The City's SDC Ordinance states that appeals of a decision made by the City Manager must be made in writing within 10 days of the decision (NMC 12.15.085(B)). The decision in this case is a determination of the amount of the stormwater SDC that is payable under NMC 12.15.050(C), which states:

"The amount of SDC payable shall be established by resolution relying on an approved methodology and SDC project plan. The SDC project plan, methodology and amount of charge may be adopted in a single resolution, and more than one type of SDC (water, sewer, storm, transportation and park) can be included in a single resolution."

Resolution No 3579 is the most current resolution readopting the SDC methodology. Resolution No. 3618 establishes the present storm drainage SDC rate. Teevin Bros. and city staff have worked together to develop a firm understanding of the project and associated SDC charges, and it is staff's view that the appeal was timely filed. In considering the appeal, the City Council is charged with determining whether or not the City Manager's decision to impose a stormwater fee is consistent with the SDC ordinance and state law (NMC 12.15.085(C)).

The Teevin Bros. Appeal refers to Section 5.8.3 of the City's SDC Methodology as authority for the City to grant credits for private, on-site storm drainage improvements that reduce impacts to the City storm drainage system. This type of credit, which is couched as optional in the methodology, has not been incorporated as a "credit" in the City's SDC ordinance.

The City Attorney reviewed the appeal and has prepared a letter analyzing its merits and options available to the Council. That letter, dated January 17, 2013, concludes that the City Manager's decision to assess the fee is in accordance with the SDC ordinance and state law.

OTHER ALTERNATIVES CONSIDERED: None. The City SDC ordinance and associated resolutions provide a specific formula for calculating SDC assessments.

CITY COUNCIL GOALS: Issues raised in this appeal are not related to any adopted Council goals.

ATTACHMENT LIST:

- Teevin Bros. appeal, dated December 20, 2012
- Letter from the City Attorney, dated January 17, 2013
- Resolution No. 3618

- Resolution No. 3579
- System Development Charge Ordinance (NMC Chapter 12.15)
- Section 5, Storm Drainage SDC Methodology, City of Newport Public Infrastructure System Development Charge Methodology, dated December 2007

FISCAL NOTES: System Development Charges are a component of the City's strategy for generating funds to pay for capital improvements to streets, water, sewer, storm drainage, and parks infrastructure. Any reduction in the amount collected below what is called for in the System Development Charge ordinance will make it more difficult for the City to realize funding it needs to make these improvements.



RECEIVED

DEC 26 2012

December 20, 2012

CITY OF NEWPORT

Mr. Jim Voetberg
Manager, City of Newport
169 SW Coast Hwy
Newport OR 97365

Re: System Development Charges (SDC); Storm Water; Appeal thereof

Dear Mr. Voetberg:

As you and city staff are aware, Teevin Brothers is proposing the construction of a 15-acre export facility on McLean Pt. at the Port of Newport. In meetings with city staff we have been informed that this new development will trigger systems development charges (SDC's) for stormwater management. As proposed, the SDC's for this project will be in excess of \$180,000.00. We wish to appeal this SDC's determination and request a 50% reduction in the calculated SDC based upon the scope, location, operation, and design of our project. We believe our project will have no impact on the City's storm water management system or negatively impact the city's mission to it's stakeholders. As we propose, our project will:

- Restore functionality of the current storm water management system where it has currently failed. The repairs include re-opening a blocked ditch system that channels water from the Running Spring Rd and terminates in Yaquina Bay. The re-habilitation of the ditch system will not impact the storm water outfall volumes into the Bay as this water is currently reaching the Bay via an alternate route (see Exhibit A)
- Not add any additional storm water runoff to the city of Newport's storm water infrastructure. The paved site will be constructed with a self-contained storm water management system that includes an in-sloped grade to an internal drain system, a detention pond, and a bio-swale settlement pond. See attached Exhibit B for detailed analysis of storm water system impacts.
- Be managed to a higher regulatory standard than current stormwater run-off within the City of Newport. The storm water design has been reviewed and accepted by the Oregon Department of Environmental Quality under the 1200Z permit standards. On-going maintenance and monitoring, and all resulting expenses, will be the responsibility of Teevin and the City of Newport will receive quarterly water quality inspection reports.
- Include the design and construction of a self-contained storm water management valued at approximately \$313,040.21. See attached Exhibit C for cost details.

In making our request we fully understand and appreciate the City's responsibility to maintain its standard of SDC enforcement so as to ensure equitable distribution of costs related to building and maintaining a complex storm water system. In reviewing

KNAPPA
OFFICE

42894
OLD HWY. 30
ASTORIA
OREGON
97103

OFFICE
(503)
458-6671

FAX
(503)
458-6106

RAINIER
OFFICE

29191
DIKE ROAD
RAINIER
OREGON
97048

OFFICE
(503)
556-0410

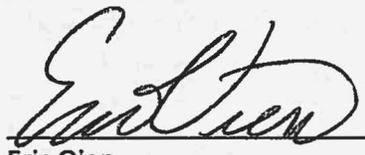
FAX
(503)
556-2805

WWW.
TEEVIN BROS.
COM

the City's published material on the subject it appears that the City has built its code around providing developers with a method to receive credits in the case of projects such as ours. According to section 5.8.3 of the City of Newport's DRAFT Public Infrastructure System Development Charge Methodology the city has the ability to consider the value of the a developer's improvement relative to the Impact of the development and make concessions in cases where the improvements benefit the greater good of the system as a whole (See Exhibit D). We ask that the city consider our project in light of that methodology when evaluating our appeal.

In summary while it is fully our intent to be a good neighbor and partner with the City of Newport in ensuring that all infrastructure needs are adequately funded we would ask that our project be evaluated on the basis of the arguments presented above when determining the appropriate SDC to be levied. In light of the methodology outlined in section 5.8.3 of the City's infrastructure methodology, the positive impact our development will have on the existing storm water system, and the substantial cost of constructing a self contained storm water system we feel our contribution adequately fulfills our obligation to the City's stakeholders.

Sincerely,

 12/20/12

Eric Oien

General Manager

Teevin Brothers Land & Timber

Exhibit A

Stuntzner Engineering: "Drainage Plan and Main Drainage Profile"

Exhibit B

**Stuntzner Engineering: "Stormwater Analysis Results For: Teevin Brothers Log Yard Project
Newport, Oregon".**



TELEPHONE (541) 267-2872
FAX (541) 267-0588
EMAIL: drewMiller@stuntzner.com
705 South 4th Street – PO Box 118
Coos Bay, Oregon 97420

COOS BAY • FOREST GROVE • DALLAS

Stormwater Analysis Results For:

Teevin Brothers Log Yard Project Newport, Oregon

The drainage system calculations and rainfall simulations were performed with EPA SWMM 5.0 (Storm Water Management Model). The design storms used in the model were developed by the SCS method and are consistent with the SCS Type IA Storm distribution.

Submitted by:

Drew Miller

Drew Miller, PE
Stuntzner Engineering



Exp. 12-31-12

Stormwater Peak Flow Analysis Summary

Design Storm(s):

10 Year, 3 Hour for Newport Oregon (TP40, USDC 1961):	2.4 Inches
25 Year, 3 Hour for Newport Oregon (TP40, USDC 1961):	2.9 Inches
Storm Distribution: SCS Type IA (3 Hour Distribution)	

Analysis Model:

EPA SWMM 5.0 (Storm Water Management Model)

Pre and Post development conditions were input into the software along with the design storm information to produce peak flow estimates. Flow routing was computed by the kinematic wave method with 30 second time steps during the rainfall simulation period and subsequent drain out period (80 hours total).

Results:

10 Year, 3 Hour Storm Event

Pre Development Peak Flow: 9.8 cfs

Post Development Peak Flow: 10.0 cfs

25 Year, 3 Hour Storm Event

Pre Development Peak Flow: 13.7 cfs

Post Development Peak Flow: 10.0 cfs

Existing 36" Culvert at Northeast corner of Property

10 Year, 3 Hour Storm Event: 38% of Max Capacity

25 Year, 3 Hour Storm Event: 43% of Max Capacity

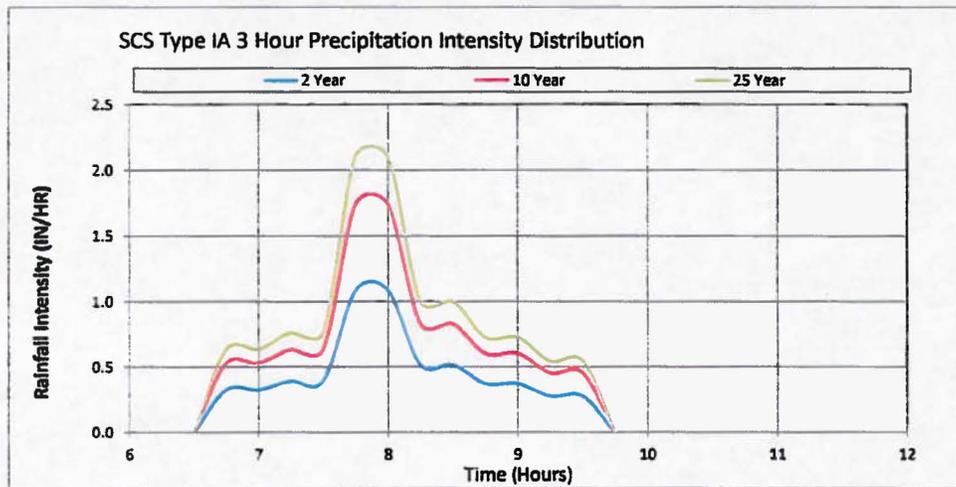
This culvert is fed by approximately 30 acres of lightly developed land to the north of the county road.

Discussion:

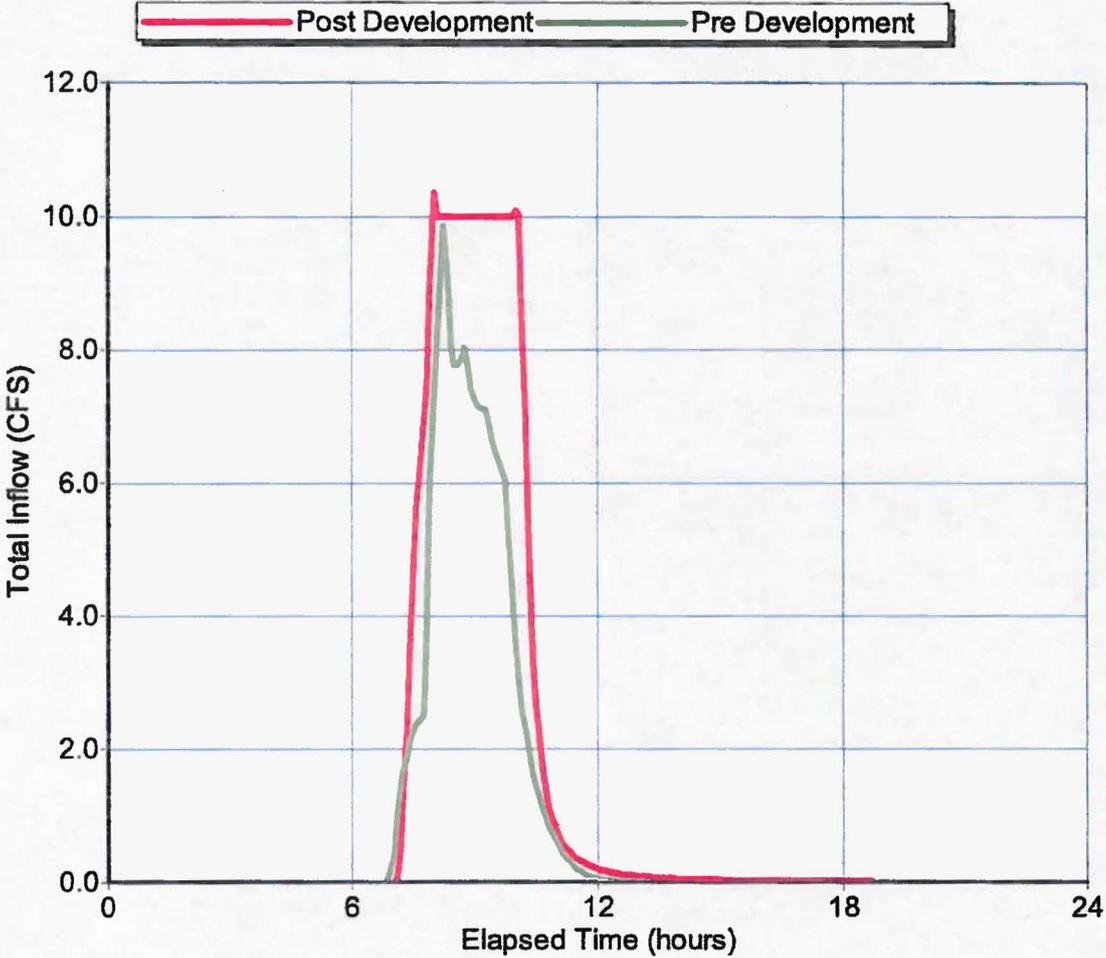
During both the 10 and 25 year events post development peak flows are limited to 10.0 cfs. The flow limiting component in the post development model is the 24" culvert exiting the Bio-Swale and feeding the existing drainage ditch system. The 24" culvert becomes inundated and surcharges the Bio-Swale for a short time during large storm events. During this time the Bio-Swale functions as a detention structure, attenuating the peak flow over a greater period of time. During the 25 year event the Bio-Swale experiences a flooding condition where the water level in the swale overtops its banks. The surrounding area flooded by the Bio-Swale naturally drains to the existing drainage ditches. Regarding the existing 36" culvert located in the Northeast corner of the proposed lease area. The capacity of the culvert is more than adequate to receive runoff from the approximately 30 acres of lightly developed land to the North of the county road. During the 25 Year event the culvert reached its peak flow at approximately 43% of maximum capacity.

Newport **2 YR** **10 YR** **25 YR**
 TP 40; 3 Hour Rainfall Depth (Inches) 1.5 2.4 2.9

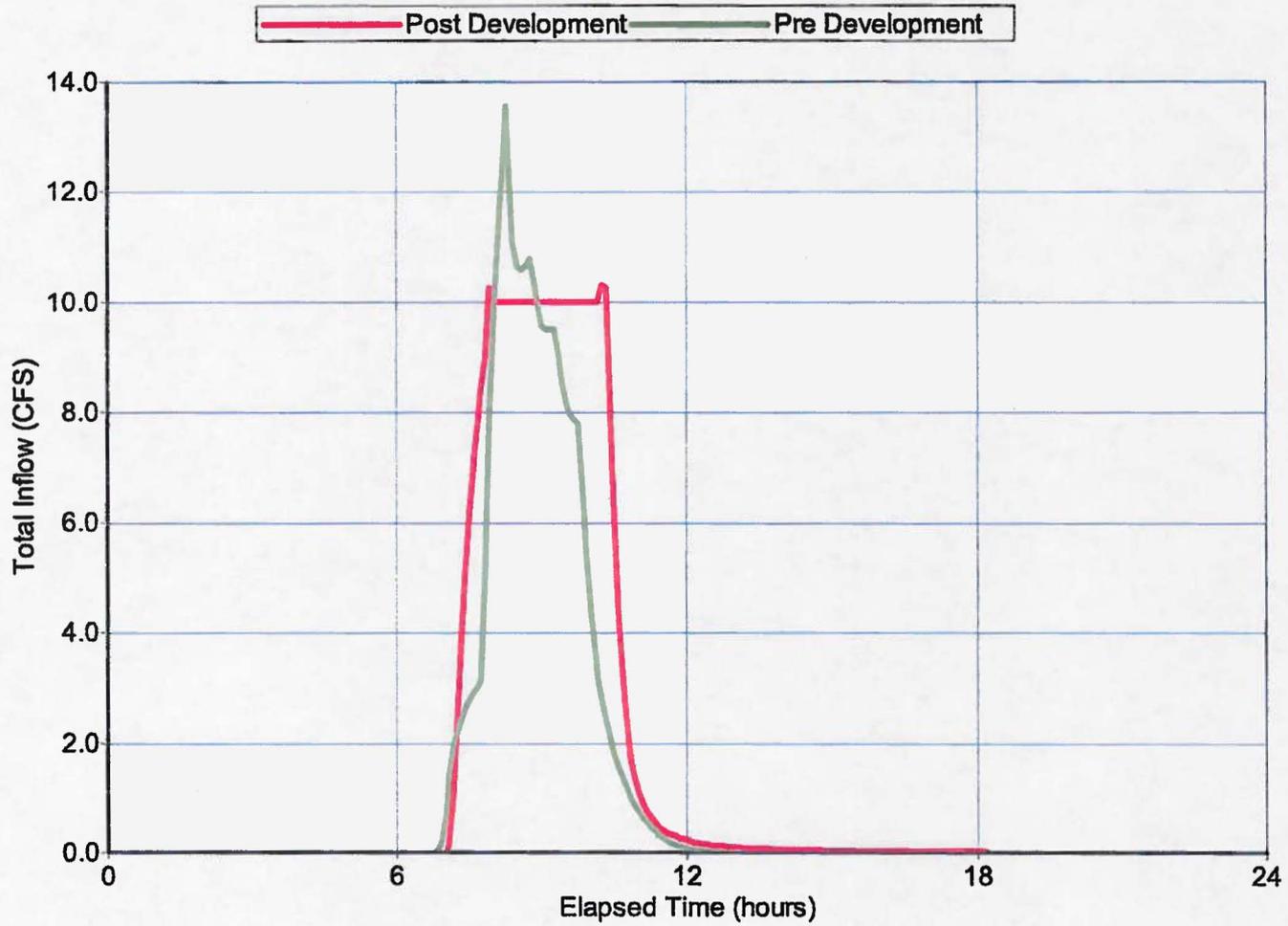
SCS Time (HR)	Type IA 24Hour Distribution Values	Type IA 3Hour Precipitation Distribution	2 YR (Inches)	10 YR (Inches)	25 YR (Inches)	Type IA Incremental Precip	2 YR (Inch/hr)	10 YR (Inch/hr)	25 YR (Inch/hr)
6.50	0.233	0.00	0.00	0.00	0.00	0%	0.00	0.00	0.00
6.75	0.251	0.06	0.08	0.13	0.16	6%	0.33	0.53	0.64
7.00	0.268	0.11	0.17	0.28	0.32	6%	0.33	0.53	0.64
7.25	0.289	0.18	0.26	0.42	0.51	7%	0.40	0.64	0.77
7.50	0.310	0.24	0.36	0.68	0.70	7%	0.40	0.64	0.77
7.75	0.388	0.42	0.64	1.02	1.23	18%	1.09	1.74	2.10
8.00	0.425	0.61	0.91	1.45	1.76	18%	1.09	1.74	2.10
8.25	0.453	0.69	1.04	1.66	2.01	9%	0.62	0.83	1.01
8.50	0.480	0.78	1.17	1.87	2.26	9%	0.52	0.83	1.01
8.75	0.500	0.84	1.26	2.02	2.44	6%	0.36	0.61	0.73
9.00	0.520	0.91	1.36	2.17	2.63	6%	0.38	0.61	0.73
9.25	0.535	0.95	1.43	2.29	2.76	5%	0.28	0.45	0.55
9.50	0.550	1.00	1.50	2.40	2.90	5%	0.28	0.45	0.55
9.75	0.550	1.00	1.50	2.40	2.90	0%	0.00	0.00	0.00



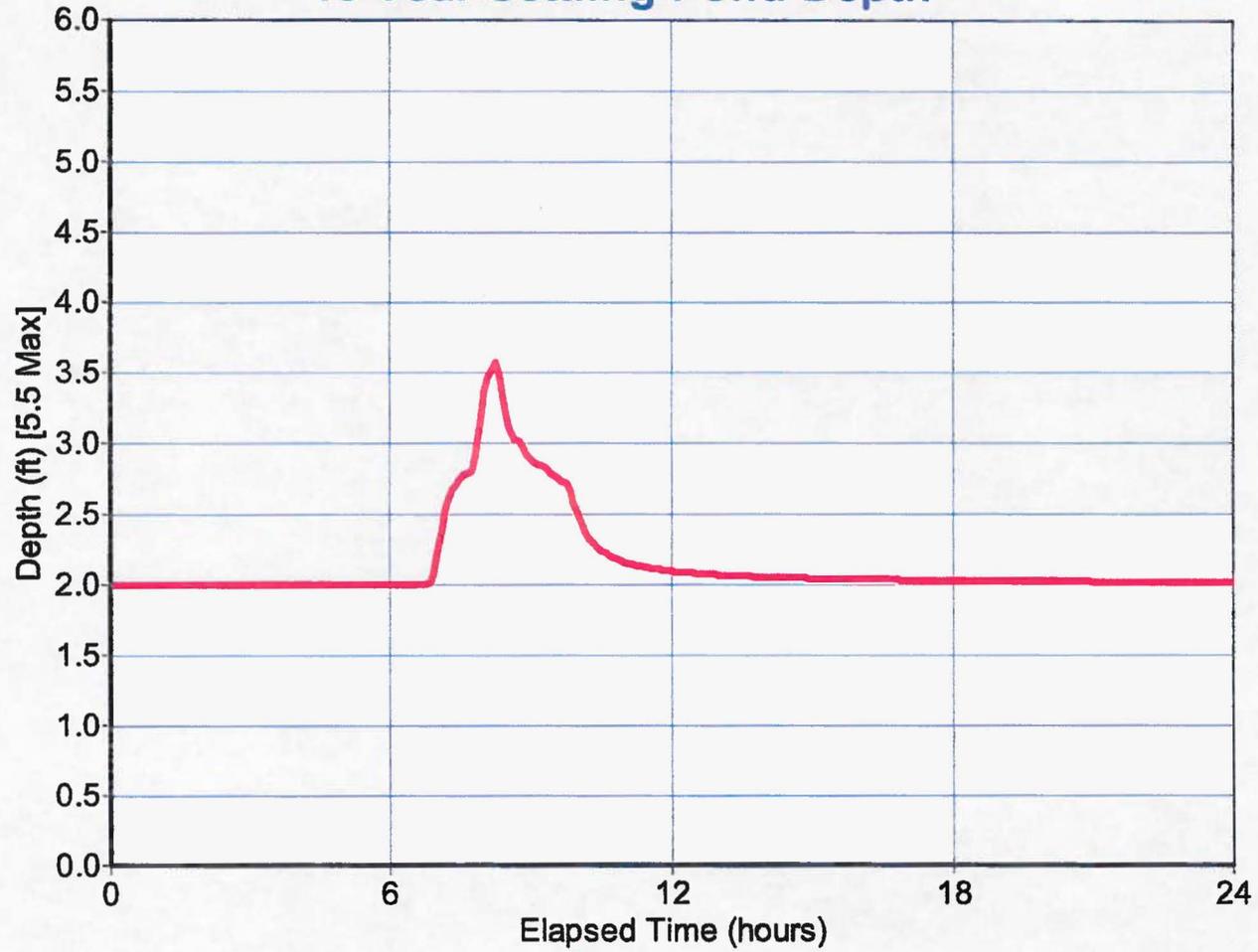
10 Year, 3 Hour Storm Peak Discharge



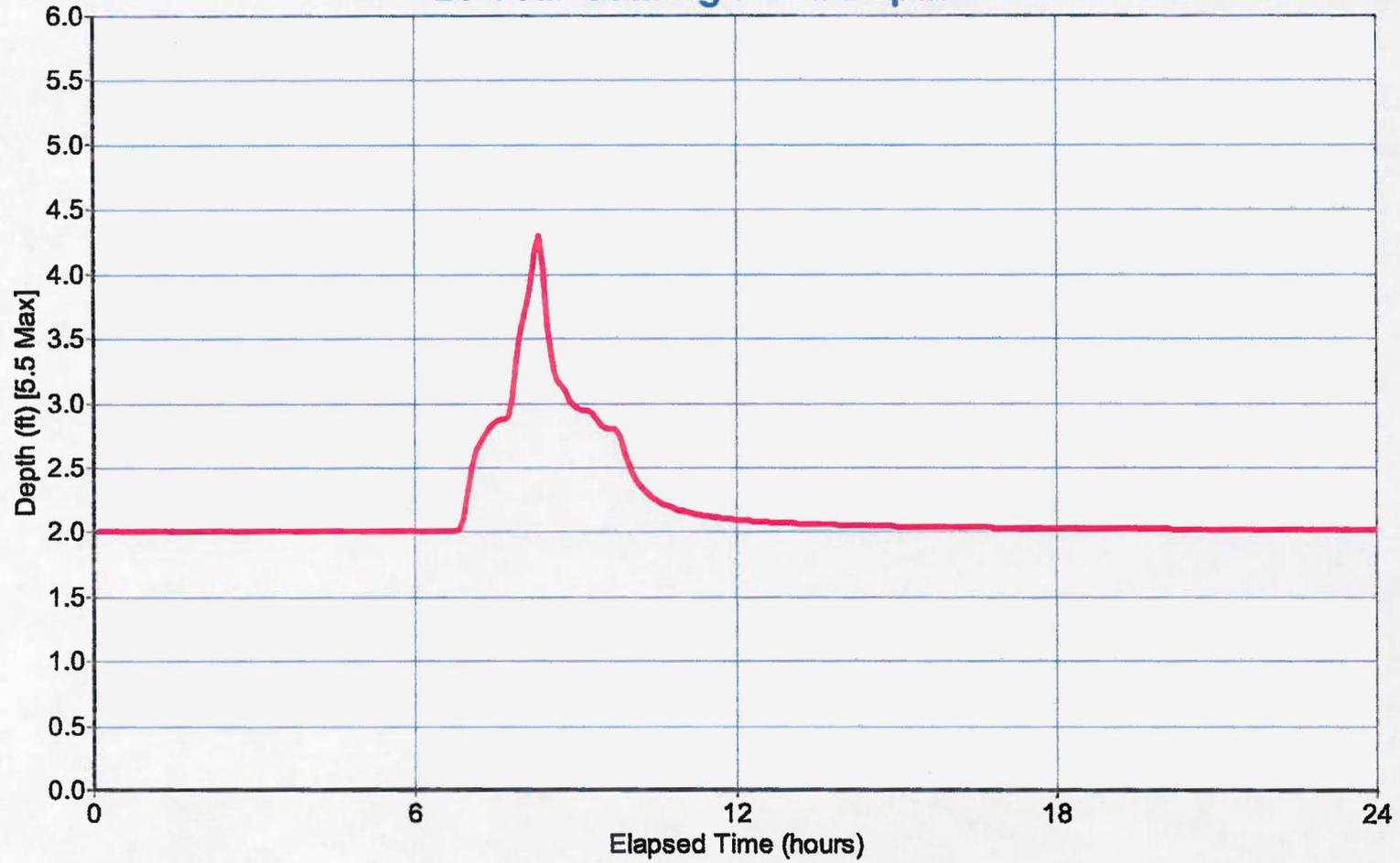
25 Year, 3 Hour Storm Peak Discharge



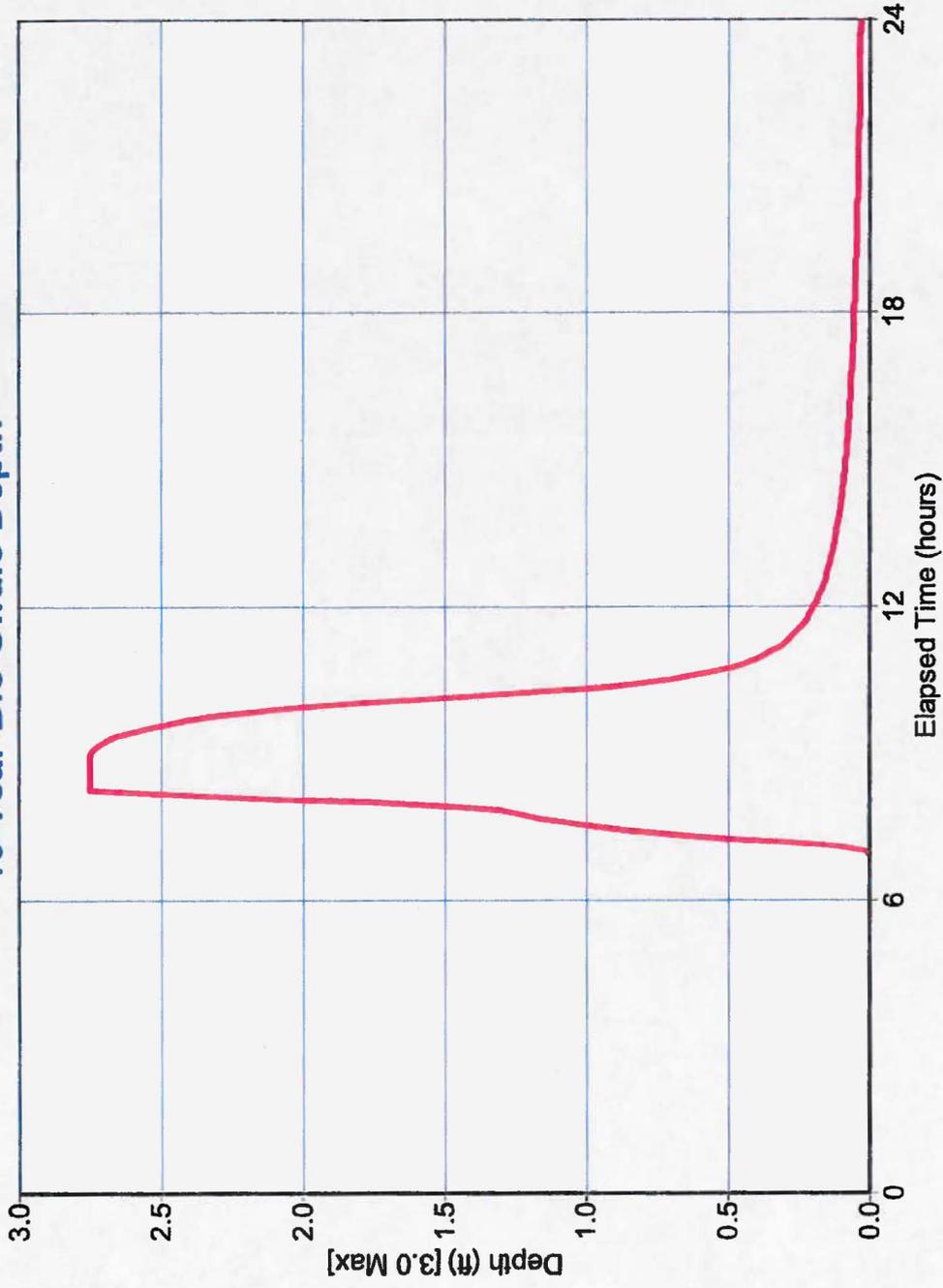
10 Year Settling Pond Depth



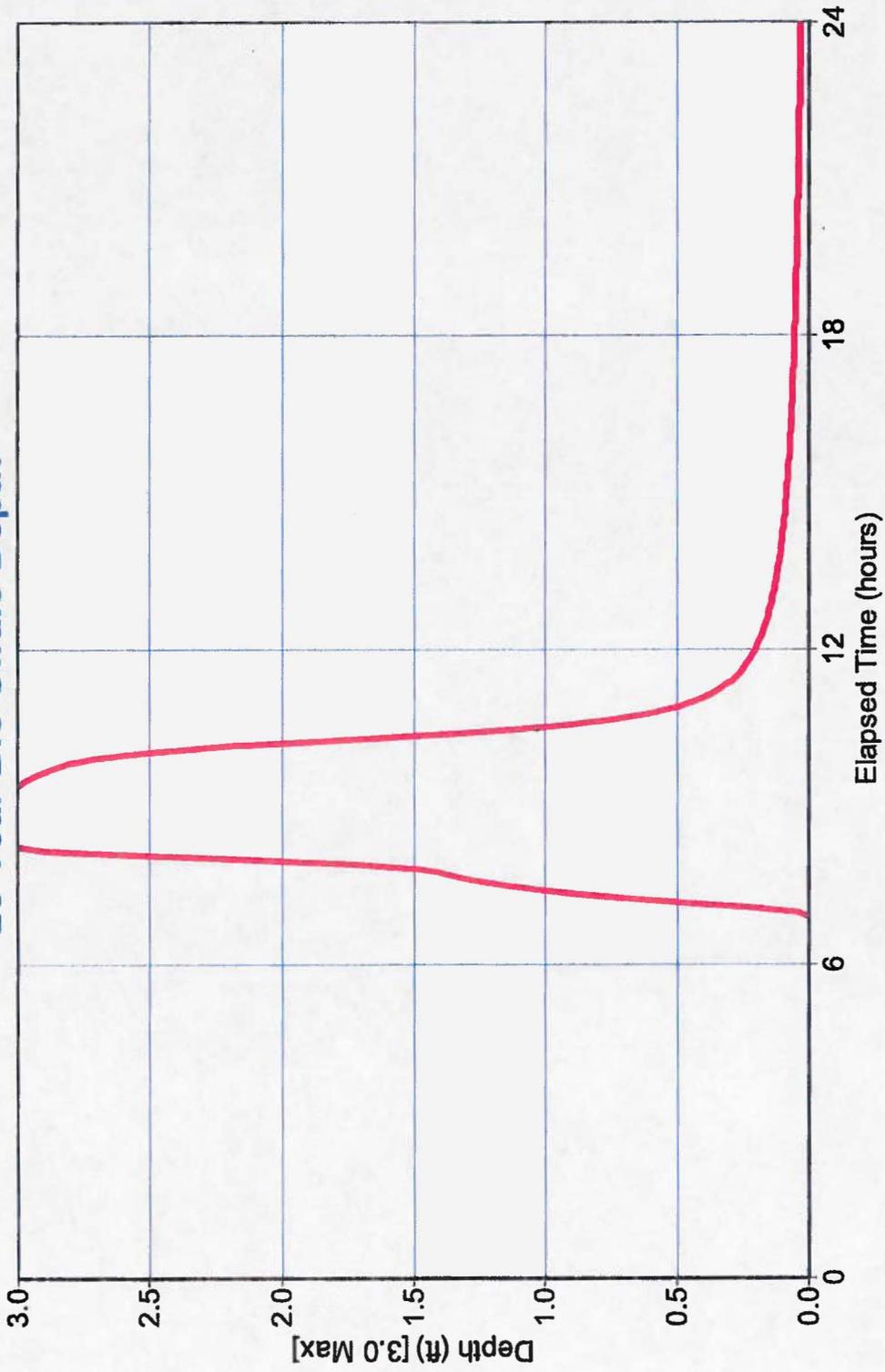
25 Year Settling Pond Depth



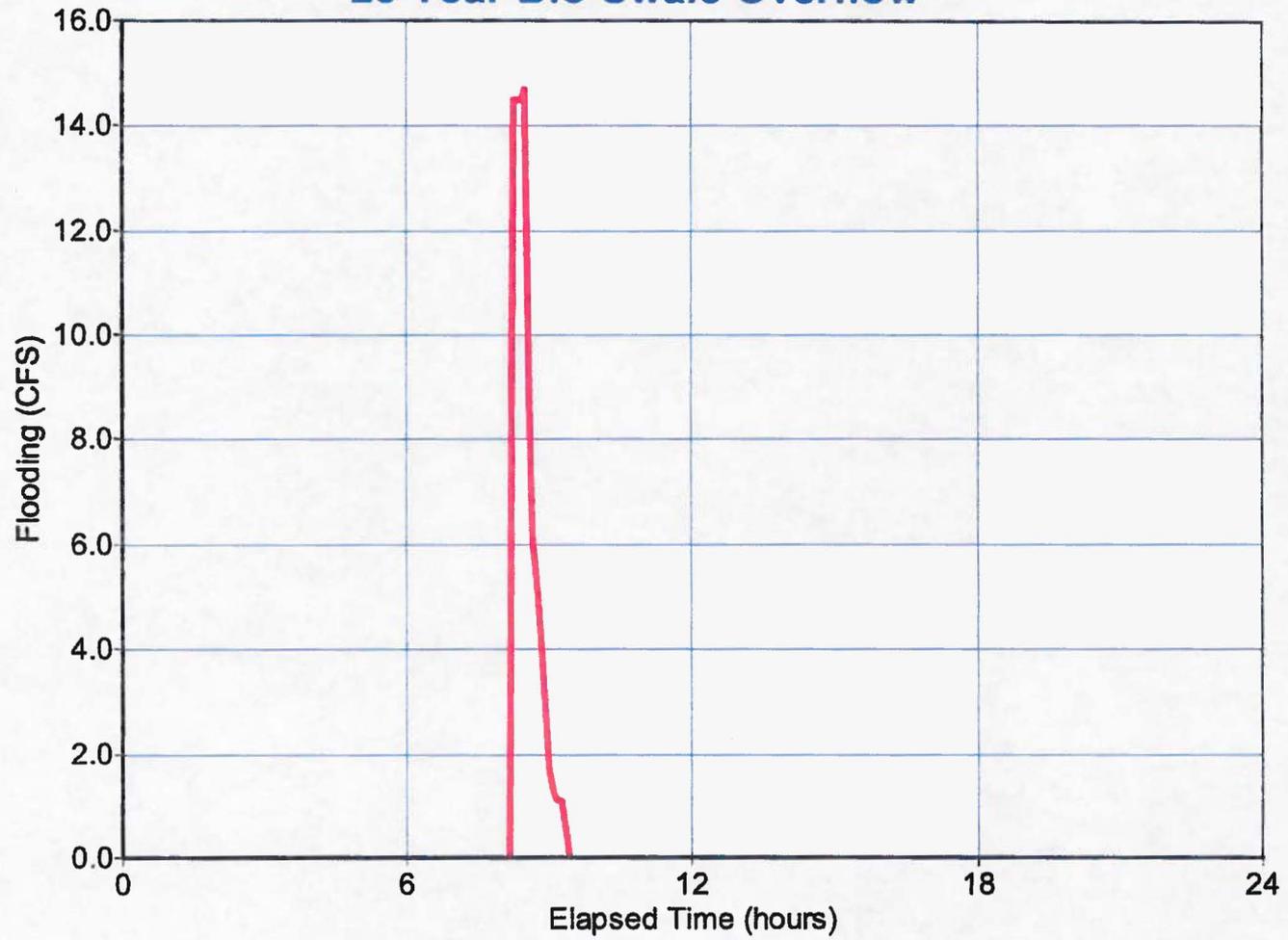
10 Year Bio Swale Depth



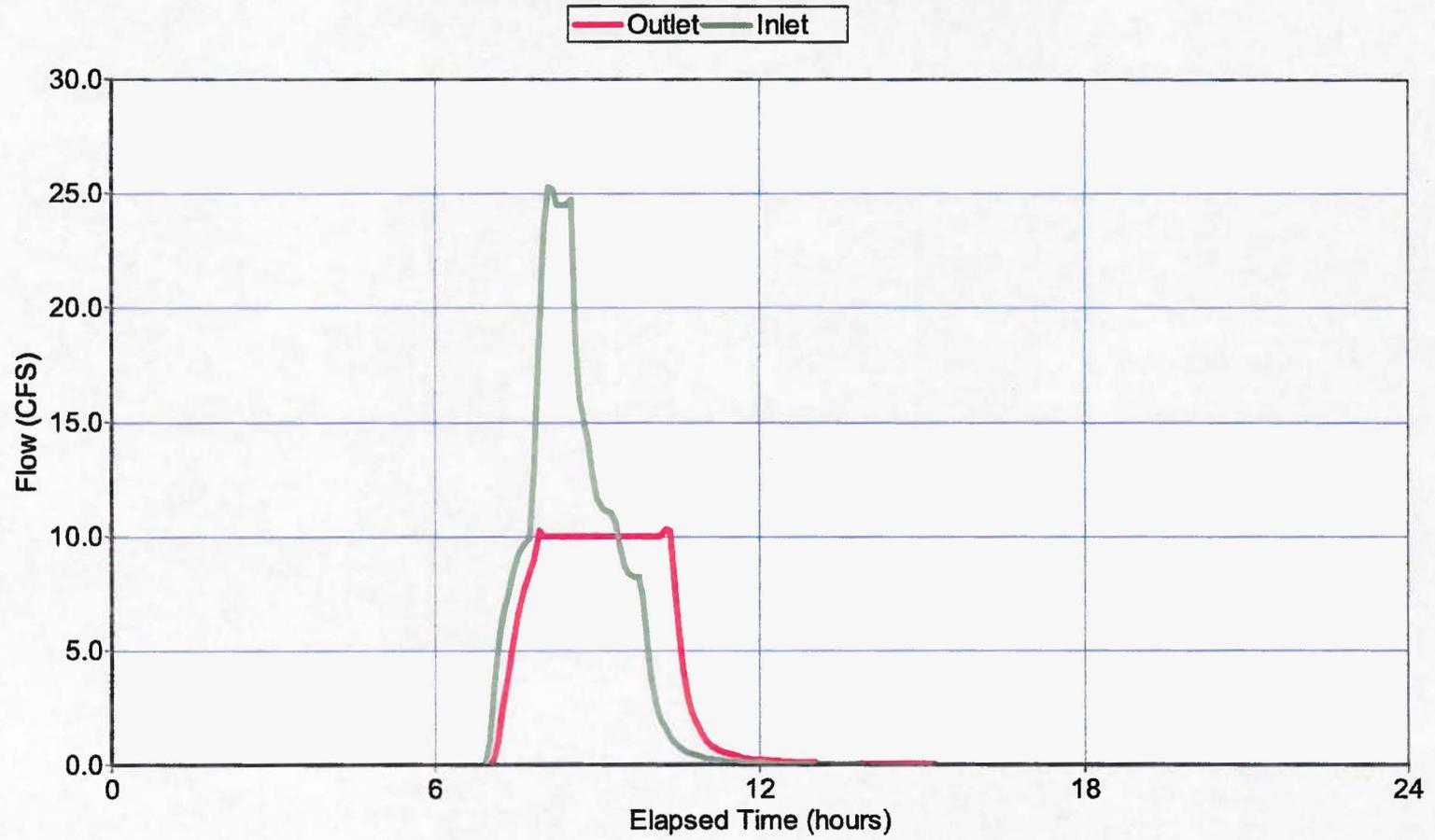
25 Year Bio Swale Depth



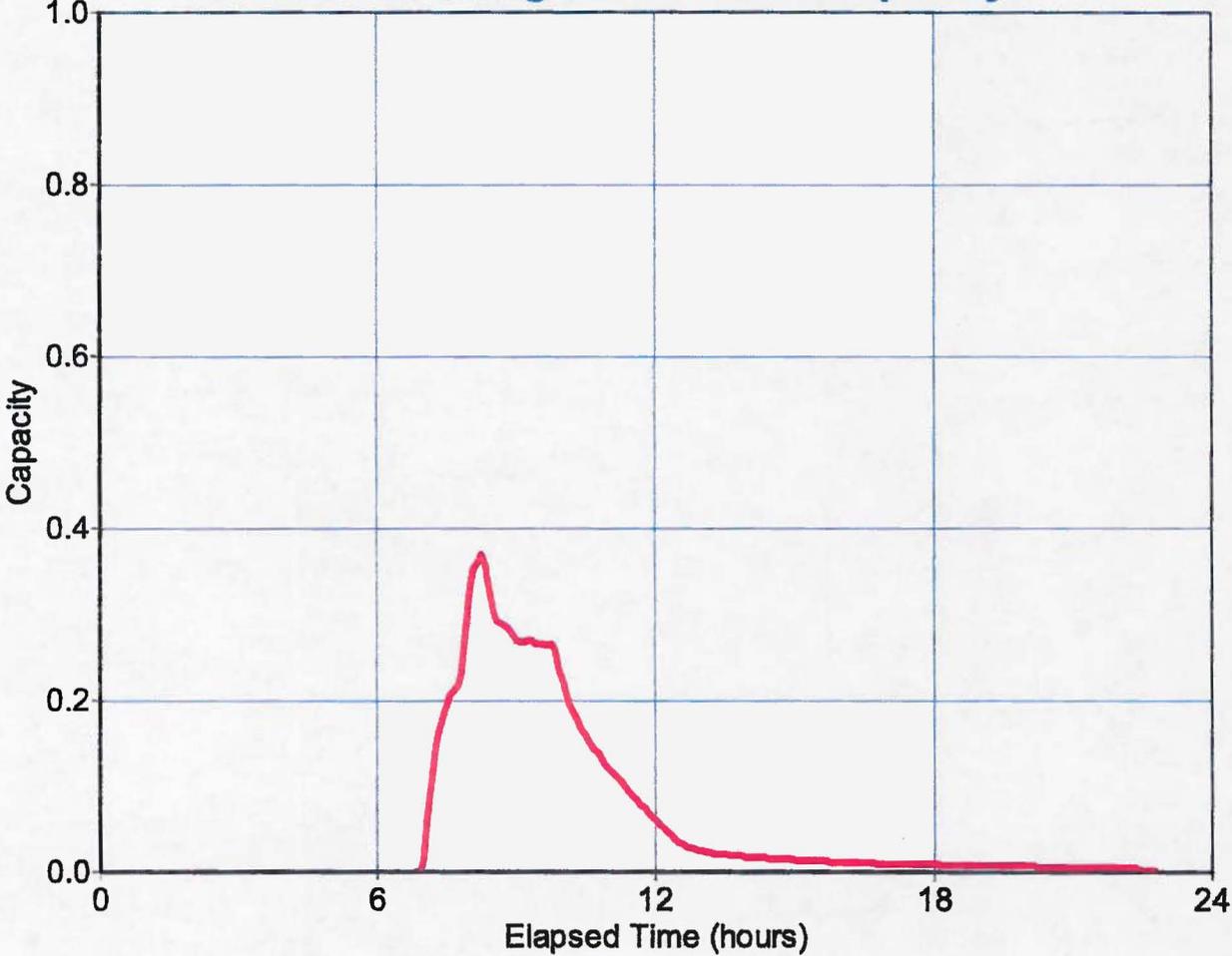
25 Year Bio Swale Overflow



25 Year Bio Swale Inlet/Outlet Flow



10 Year Existing 36" Culvert Capacity



25 Year Existing 36" Culvert Capacity

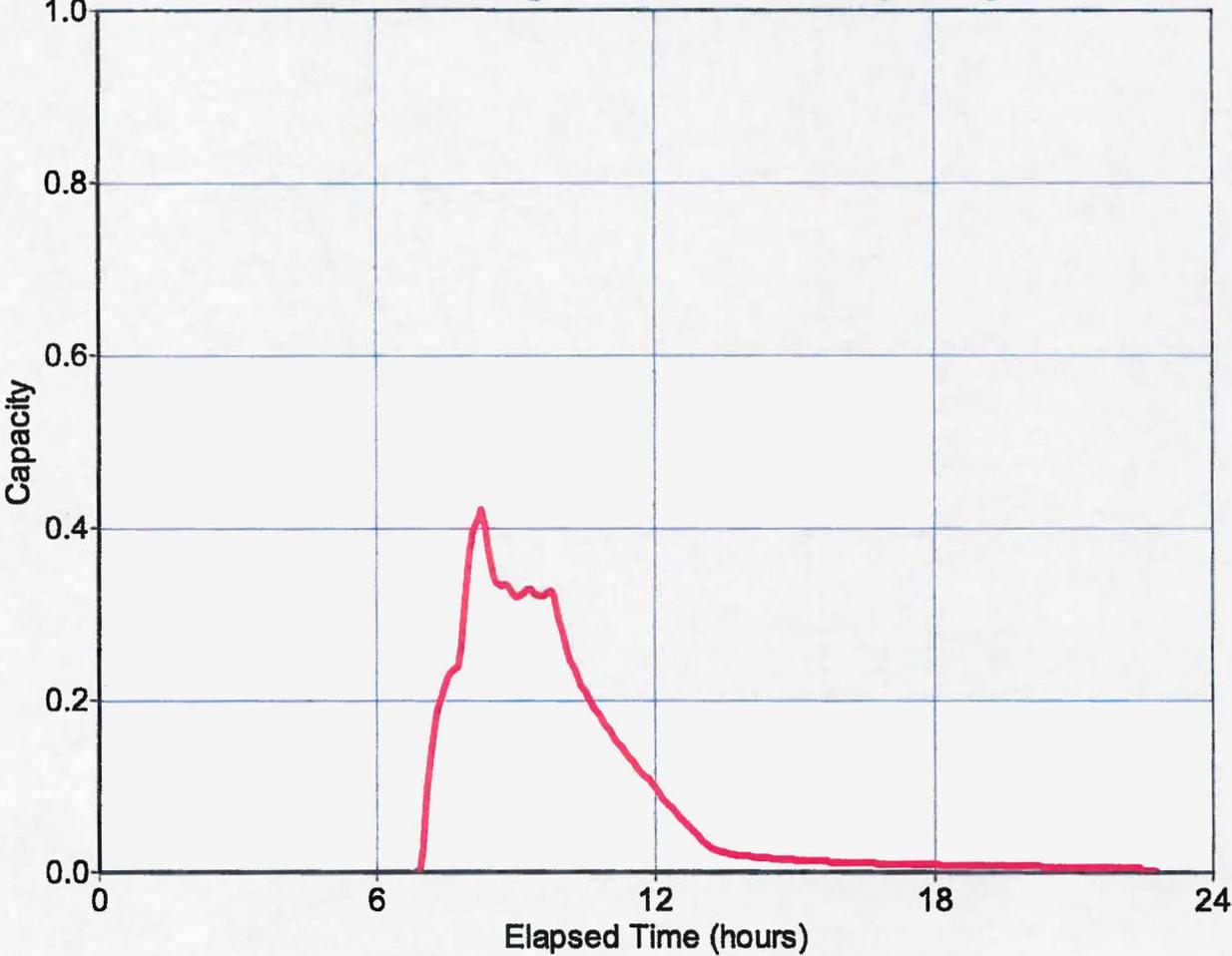


Exhibit C

Storm System Construction Items	Cost
Asphalt Swale Construction (in yard) with trash rack	\$ 70,565.61
Bioswale Construction	\$ 33,585.60
Drain Pipe Install and Backfill	\$ 186,524.00
8' 60" manhole and installation	\$ 6,615.00
G2 Catch Basin and Installation	\$ 15,750.00
Total	\$ 313,040.21

Exhibit D

City of Newport-Public Infrastructure System Development Charge Methodology

5.8.3

"In some cases, credits may be appropriate for development that incorporates improvements that are designed to reduce the impact of increased drainage on the stormwater system. These measures include construction of cisterns, detention facilities, pervious surface technology, and other efforts designed to reduce runoff from a developed property".

"In each case, the City would be required to review proposed mitigation measures and determine an appropriate SDC credit for impervious surface reduction..."

Local Government Law Group PC

a member of SPEER HOYT LLC

Carolyn H. Connelly
Christy K. Monson
Ross M. Williamson*
Lauren A. Sommers
J. Kenneth Jones, *Of Counsel**
Teresa J. Wilson, *Of Counsel*
Russell D. Poppe, *Of Counsel*
John A. Wolf, *Of Counsel*
*Admitted in Washington

January 17, 2013

**Via Email To: d.tokos@newportoregon.gov and
First Class Mail**

City Council
City of Newport
169 SW Coast Hwy
Newport, OR 97365

Re: Teevin Bros. Stormwater SDC Appeal

Dear Council Members:

At the request of City staff, I was asked to evaluate the following matter:

SDC Appeal

The City has received what staff is considering to be a timely filed appeal of the Stormwater SDC fees assessed to Teevin Bros. Land & Timber Co. (Teevin) for its proposed export facility on McLean Point, at the Port of Newport. My understanding is that, despite the proposed development and increased activity on site, Teevin is exempt from all other types of City SDCs (sewer, water, transportation, and parks). I also understand that the \$180,000 assessed for stormwater SDCs already takes into account SDC credit for completion of a qualified public improvement. (The full fee is \$196,020.) Assuming this is correct, Teevin is not entitled to any additional credits under the first bullet point of its appeal letter, dated December 20, 2012, for restoring functionality to failed portions of the City's existing stormwater management system.

This letter addresses the Council's standard of review for this appeal, and whether the City Manager's decision to assess \$180,000 in stormwater SDCs can be affirmed as a matter of law.

Under NMC 12.15.085.C, the City Council is charged with determining "whether the City Manager's decision . . . is in accordance with this ordinance and state law. The Council may affirm, modify, or overrule the decision." Pursuant to NMC 12.15.020.B, the City's SDC ordinance imposes SDCs on all new development and redevelopment within the City. Additional impervious surface merits imposition of stormwater SDC fees. NMC 12.15.020.B, 12.15.025, and Resolution 3579.

The appellant cites §5.8.3 of the City's stormwater SDC Methodology as the basis for the additional credit request. The Methodology was adopted by Resolution 3579 as a basis for the City's existing SDC fees. §5.8.3 states in full:

"In some cases, credits may be appropriate for development that incorporates improvements that are designed to reduce the impact of increased drainage on the stormwater system. These measures may include construction of cisterns, detention facilities, pervious surface technology, and other efforts designed to reduce runoff from a developed property.

In each case, the City would be required to review proposed mitigation measures and determine an appropriate SDC credit for impervious surface reduction. In no case should the credit be more than the value of the SDC would have been[sic].

The City is not required to provide credits for these types of mitigating practices . . . However, in some commercial applications, there may be an advantage for a developer to incorporate these types of improvements into a project."

Two provisions within this section undermine Teevin's SDC appeal. First of all, any such credit is completely discretionary ("The City is not required to provide credits for these types of mitigating practices"). The City Manager's decision to impose this fee, therefore, "is in accordance with" the City's SDC ordinance, implementing resolution, and state law. This alone provides a solid legal basis to affirm the City Manager's decision, without further review or analysis.

Second, even if the Council does wish to evaluate whether additional credit is merited, the first sentence of the second paragraph indicates that credit should be given only "for impervious surface reduction." This is a confusing limitation, given that the remainder of the provision directs the City to review efforts to reduce runoff, including onsite detention facilities (as are proposed in Teevin's plans). However, this section is called "Impervious Surface Reduction Credit." This at least implies that credit should only be granted where impervious surface amounts are reduced, rather than for onsite detention facilities. As no impervious surface will be reduced by Teevin, technically, §5.8.3 does not provide a source for the requested relief.

As a final legal point regarding the cited basis for the requested relief, the credits discussed in Methodology §5.8.3 are not incorporated expressly into either NMC 12.15.065 or Resolution 3579. NMC 12.15.065 provides a broad range of credits beyond those required by state law. Omission of other sources of credit, such as those mentioned in the Methodology, indicates that the ordinance sets forth the *only* credits available to City developers.

Conclusion

In sum, the City Manager's decision to assess Teevin \$180,000 in stormwater SDC fees is in accordance with the City's SDC ordinance and state law. This total amount already takes into account the only legally required credit under state law for construction of a qualified public improvement. Whether additional credits mentioned in the City's Methodology are available is questionable, at best. Even if so, such credit is discretionary.

Teevin is proposing a development which is otherwise exempt from all City SDCs. Its impact on City infrastructure, other than stormwater, will not be recouped as is legally permitted, and will need to be covered by other City taxpayer resources. This alone may provide the Council with sufficient policy support to deny the appeal and affirm the City Manager's decision. SDCs represent the Oregon state legislature's attempt to spread the cost of development equitably amongst all new growth. Therefore, deviations from a standard methodologies should be granted sparingly, and only where expressly authorized. Here, the requested type of credit is not expressly authorized, and is certainly not required under the City's SDC legislation.

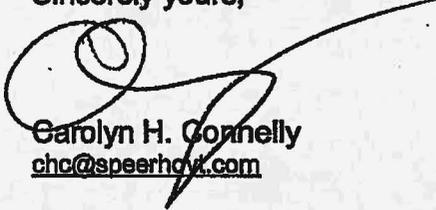
There is also a matter of precedence. Were the City to grant this requested credit, it is likely that other commercial developments throughout the City will argue that they, too, are a contained unit without impact on City-wide stormwater infrastructure. Such developers will claim they are entitled to similar credits.

If the City Manager's decision is not affirmed, the Council may either modify or overrule it. If the Council pursues either of these options, please be sure that the ultimate decision is based upon an individualized assessment of the applicant's efforts to mitigate runoff impact. A mathematical comparison should be made of the existing runoff and the proposed increased or decreased runoff. This will provide a strong factual basis both for this decision, as well as a means to distinguish any future credit requests granted here. Also, please be sure to clarify the source of authority for the additional credit.

City Council
City of Newport
January 17, 2013
Page 4 of 4

I understand the Council will review this appeal at its January 29, 2013 Council meeting.
I am available to answer any questions you might have prior to that date.

Sincerely yours,



Carolyn H. Connelly
chc@speerhoff.com

CHC:cc

**CITY OF NEWPORT
RESOLUTION NO. 3618**

**A RESOLUTION AMENDING CITY OF NEWPORT
SYSTEM DEVELOPMENT CHARGE RATES**

Findings:

- 1. The City of Newport adopted Resolution No. 3579 (as amended by Resolution No. 3597) adopting a System Development Charge methodology and rates.**
- 2. Section 3 of Resolution No. 3579 provides that System Development Charge rates shall be adjusted annually based upon the most recent Construction Cost Index published in the Engineering News Record as of November 1st of each year.**
- 3. Adjustments to System Development Charge rates are needed to account for changes in construction costs so that, over time, the revenue generated is adequate to finance eligible public infrastructure projects that will be needed to support new development.**
- 4. By making rate adjustments annually to account for inflationary impacts, future increases in System Development Charge rates should be modest in size.**

Based on these findings,

THE CITY OF NEWPORT RESOLVES AS FOLLOWS:

Section 1. The Water System Development Charge eligibility identified in Section 2 of Resolution No. 3579, as amended with Resolution No. 3597, shall be amended to be \$2,290 per Equivalent Dwelling Unit.

Section 2. The Wastewater System Development Charge eligibility identified in Section 2 of Resolution No. 3579 shall be amended to be \$3,767 per Equivalent Dwelling Unit.

Section 3. The Stormwater System Development Charge eligibility identified in Section 2 of Resolution No. 3579 shall be amended to be \$813 per Equivalent Dwelling Unit or \$0.30 per square foot of new impervious surface.

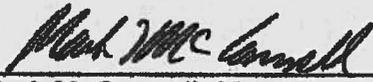
Section 4. The Transportation System Development Charge eligibility identified in Section 2 of Resolution No. 3579 shall be amended to be \$1,055 per Equivalent Dwelling Unit.

Section 5. The Parks Development Charge eligibility identified in Section 2 of Resolution No. 3597 shall be amended to be \$2,508 per Equivalent Dwelling Unit.

Section 6. All previously adopted resolutions or enactments establishing System Development Charges, are hereby repealed to the extent that their provisions conflict with the System Development Charges set by this Resolution

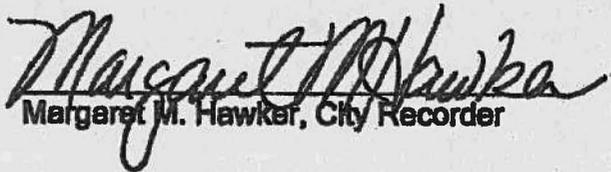
Section 7: The effective date of this resolution is January 1, 2013.

Adopted by a 7-0 vote of the Newport City Council on December 17, 2012.



Mark McConnell, Mayor

ATTEST:



Margaret M. Hawker, City Recorder

CITY OF NEWPORT

RESOLUTION NO. 3579

**A RESOLUTION CONSOLIDATING SDC RESOLUTIONS AND READOPTING CITY
SYSTEM DEVELOPMENT CHARGE METHODOLOGIES, RATES AND
ADJUSTMENT PROCEDURES**

Findings

- A. HBH Consulting Engineers prepared a document entitled "Public Infrastructure System Development Charge Methodology" (Methodology), dated September 2007 that includes the City's methodologies and rates, as modified herein, for all City SDCs. This Methodology is attached as Exhibit A.
- B. The Methodology and associated rates remain consistent with the standards imposed by ORS 223.304 and Newport Municipal Code (NMC) Chapter 12.15 System Development Charges.
- C. The city followed all state and city procedural requirements for its prior adoption of the Methodology and associated SDC fees.
- D. On December 18, 2007, the City Council for the City of Newport adopted Resolution No. 3431, adopting the Methodology and associated SDC fees.
- E. On March 16, 2009, after public hearing, the Newport City Council adopted a 2008 Water System Master Plan prepared by Civil West Engineering Services, Inc. Section 8 of the 2008 Master Plan, attached and incorporated herein as Exhibit B, identified and removed four projects from the SDC Eligible Projects list, reflecting newly authorized GO bond funding.
- F. By Resolution No. 3464, dated April 20, 2009, the City Council amended its SDC Projects Plan to replace the previously adopted water SDC Project Plan. The Council also lowered its Water SDC to \$1,632 per EDU.
- G. In June of 2010, Landwaves, Inc. dedicated a new park on SE 43rd Street within Phase 1 of the Wilder development. The Parks SDC Projects Plan identified development of a park site in the SE 40th Street area as eligible for SDC funds. The new park satisfied the development need and lowered acquisition needs in this area. Therefore, by Resolution No. 3523, on August 16, 2010, the Council reduced its Parks SDC eligible costs for the SE 40th Street Area Park Acquisition to \$181,044.42, eliminated SE 40th Street Area Park Development from SDC eligible costs, and lowered its Parks Development Charge to \$2,357 per EDU.

- H. Since Council adoption of Resolution No. 3431, six amendments to Resolution No. 3431 have been adopted by the Council without repeal or replacement in full of Resolution No. 3431 or its ensuing resolutions.
- I. The Council recognizes that incorporation of all SDC provisions into one resolution is a helpful housekeeping step which should provide clarity to city officials, staff and residents.
- J. The City of Newport City Council has determined to modify the process by which it adopts annual SDC fee index adjustments and reviews Capital Improvement Plan (CIP) adjustments.
- K. The city recognizes that it may adjust SDC fees periodically by inflation, based upon one or more specific cost indexes, per ORS 223.304(8).

Based on these findings,

THE CITY OF NEWPORT RESOLVES AS FOLLOWS:

Section 1. Methodology and CIP. The City of Newport hereby adopts the Methodology and associated CIPs, attached and incorporated herein as Exhibit A, as a basis for the City's desired SDC fees, per ORS 223.304, as modified as follows:

- A. The SDC Project Plan for the Water SDC set forth in Table 3.4.1 of Exhibit A is hereby replaced with Table 8.4.1 (SDC Eligibility for CIP Projects) of the 2008 Water System Master Plan, attached as Exhibit B.
- B. Table 7.5.1 - entitled "Stormwater Project SDC Eligibility Summary" is hereby renamed "Parks Project SDC Eligibility Summary" and replaced with Exhibit C, attached and incorporated by this reference.

Section 2. Establishment of City SDCs. Based upon the Methodology adopted above, and accounting for inflation since Methodology development (relying upon the November 1, 2012 ENR CCI), the following SDC fees are hereby imposed pursuant to NMC Chapter 12.15:

- A. The Water System Development Charge eligibility identified in Section 2 of Resolution No. 3431, as amended with Resolution No. 3464, shall be amended to be \$1,755 per Equivalent Dwelling Unit (EDU).
- B. The Wastewater System Development Charge eligibility identified in Section 2 of Resolution No. 3431 shall be amended to be \$3,675 per EDU.
- C. The Stormwater System Development Charge eligibility identified in Section 2 of Resolution No. 3431 shall be amended to be \$793 per EDU or \$0.29 per square foot of new impervious surface.

- D. The Transportation System Development Charge eligibility identified in Section 2 of Resolution No. 3431 shall be amended to be \$1,029 per EDU.
- E. The Parks Development Charge eligibility identified in Section 2 of Resolution No. 3431, as amended with Resolution No. 3523, shall be amended to be \$2,447 per EDU.

Section 3. Annual Adjustments.

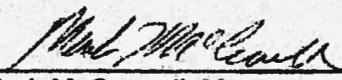
- A. The SDC rates adopted herein for each SDC shall be adjusted annually on or about January 1st of each calendar year, based upon inflation as evidenced by the Construction Cost Index published in the Engineering News Record. The adjustment shall be based on the most recent Construction Cost Index available as of November 1st. A resolution identifying the adjusted SDCs shall be placed as an action item on the Council agenda prior to January 1st of each calendar year, which shall be subject to public comment as required by ORS 294.160(1).
- B. Prior to placing the annual indexed adjustment resolution on the Council agenda, staff shall review city improvement and planning needs for new improvement projects and projects which have either been completed or are no longer needed. Staff shall analyze the impact of updating adopted CIPs and fees and shall present such differentials, if any, to the Council for a determination of whether such adjustments should be incorporate into the city's CIP and fees. Any such adjustments directed by Council shall be included within the annual index adjustment resolution, as described in Section 3(A), above.

Section 4. Repeal. Resolution Nos. 3574, 3530, 3523, 3488, 3464, 3454 and 3431 are hereby repealed.

Section 5. Effective Date. The effective date of this Resolution is February 21, 2012.

Adopted by the Newport City Council on February 21, 2012.

Signed on May 1, 2012.



Mark McConnell, Mayor

ATTEST:



Margaret M. Hawker, City Recorder

CHAPTER 12.15 SYSTEM DEVELOPMENT CHARGES

12.15.005 Purpose

This chapter is intended to authorize system development charges ("SDCs") to impose a portion of the cost of capital improvements for water, wastewater, storm drainage, transportation, and parks on developments and redevelopments that create the need for or increase the demands on capital improvements, consistent with state law. The provisions of this chapter are to be interpreted consistent with state law.

12.15.010 Scope and Interpretation

The SDCs authorized by this ordinance are separate from and in addition to any applicable tax, assessment, charge, or fee. SDCs are not taxes on property or on a property owner as a direct consequence of ownership of property within the meaning of Article XI Section 11B, of the Oregon Constitution or the legislation implementing that section and are not subject to the limitations imposed by that section.

12.15.015 Definitions

The following definitions apply in this chapter.

- A. **Applicant** means the person who applies for a residential, commercial, industrial, or other connection to the city's water supply system or sanitary sewer system and/or who develops property within the city or within the city's Urban Growth Boundary.
- B. **Building** means any structure, either temporary or permanent, built for the support, shelter, or enclosure of persons or property of any kind and for any public, commercial, industrial, or other use. This term shall not include temporary construction sheds or trailers erected to assist in construction and maintenance during the term of a building permit.
- C. **Capital Improvements** means public facilities or assets used for:
 - 1. Wastewater collection, transmission, treatment and disposal, or any combination.

development project to which the improvement fee is related.

For the purposes of this definition, "contiguous" includes improvements within a right of way that abuts the parcel.

**12.15.020 System Development Charged Imposed;
Method for Establishment**

- A. The amount of system development charges may be set and revised by resolution of the City Council. Any resolutions setting or amending the amount of any SDC shall state the amount of the charge and the methodology used to set the amount of the charge.
- B. Unless otherwise exempted, SDCs for water, wastewater, storm water, transportation and parks are imposed on all development within the city, on all development outside the city that connects to the water and/or sewer facilities of the city, and on all other development which increases the usage of the water and/or sewer system or that contributes to the need for additional or enlarged capital improvements. This shall include new construction and the alteration, expansion or replacement of a building or development if such alteration, expansion or replacement results in a change in any of the components of the formula for determining the amount of SDCs to be paid. For redevelopment, the amount of the SDC to be paid shall be the difference between the rate for the proposed redevelopment and the rate that would be applicable to the existing development.

12.05.025 Methodology

- A. The methodology used to establish or modify a reimbursement fee shall be based on the cost of then-existing facilities including without limitation, design, financing and construction costs; prior contributions by then-existing users; gifts or grants; the value of unused capacity available to future system users, rate-making principles employed to finance publicly owned capital improvements; and other relevant factors identified by the City Council. The methodology shall promote the objective that future systems users shall contribute an equitable share of the cost of then-existing facilities.
- B. The methodology used to establish or modify the

12.15.040 SDC Projects Plan

- A. The Council shall adopt and may amend by resolution an SDC Projects Plan for each type of SDC that lists:**
 - 1. The capital improvements that the city intends to fund in whole or in part with the improvement fee revenues; and**
 - 2. The estimated cost of each improvement and the percentage of that cost eligible to be funded with improvement fee revenues.**
- B. In adopting the SDC Projects Plan, the city may incorporate by reference all or a portion of any public facilities plan, master plan, capital improvements plan or similar plan that contains the information required by this section.**
- C. If the amount of SDC charges will be increased by a proposed modification to the SDC Projects Plan, the city shall:**
 - 1. Provide at least 30 days' notice prior to adopting the modification to those who have requested notice; and**
 - 2. Hold a public hearing if a written request for a hearing is received at least seven days prior to the date scheduled for adoption of the proposed modification.**

12.15.045 Adoption or Amendment of Methodology

- A. The Council shall hold a public hearing prior to adopting or amending the methodology on which any SDC is based.**
- B. The Council shall provide written notice to persons who have requested notice of any adoption or modification of SDC methodology at least 90 days before the hearing. If no one has requested notice, the city shall publish notice in a newspaper of general circulation in the city at least 90 days before the hearing.**
- C. The revised methodology shall be available to the public at least 60 days before the first public hearing of the adoption or amendment of the methodology. The failure of**

- C. The amount of SDC payable shall be established by resolution relying on an approved methodology and SDC project plan. The SDC project plan, methodology and amount of charge may be adopted in a single resolution, and more than one type of SDC (water, sewer, storm, transportation and park) can be included in a single resolution.
- D. No permit listed in Subsection A. may be issued unless applicable SDCs have been paid or an agreement entered to pay over time as allowed by this chapter.

12.15.055 Installment Payments

- A. The owner of the parcel of land subject to a systems development charge may apply for payment in twenty 20 semi-annual installments, to include interest on the unpaid balance, in accordance with state law. A shorter payment plan is acceptable if approved by the city. The parcel of land shall be subject to a lien for the unpaid balance.
- B. The city manager shall provide application forms for installment payments which shall include a waiver of all rights to contest the validity of the lien, except for the correction of computational errors.
- C. An applicant for installment payment shall have the burden of demonstrating the applicant's authority to assent to the imposition of a lien on the parcel and that the property interest of the applicant is adequate to secure payment of the lien.
- D. The city manager shall docket the lien in the city's lien docket. From that time the city shall have a lien upon the described parcel for the unpaid balance, together with interest on the unpaid balance. The lien shall be enforceable in any manner authorized or permitted by state law.

12.15.060 Exemptions

- A. The following actions are exempt from payment of SDCs:
 - 1. Additions to single-family dwelling that do not constitute the addition of a dwelling unit.

Examples:

SDCs had been paid for three dwelling units on a property and the property is redeveloped with five dwelling units. A credit for three dwelling units' worth of SDCs will be provided, so the amount payable would be the amount for two dwelling units.

SDCs had been paid for two dwelling units and the property is redeveloped with a large retail use, with both residential units eliminated. The SDCs would be the difference between the SDCs payable for the new commercial structure and use and the SDCs that would be charged for two dwelling units.

SDCs were paid based on restaurant use, but then the property was converted to another retail use with lower SDCs. The property is then reconverted back to restaurant use, using exactly the same configuration as the original restaurant. At the time of the conversion to retail use, no SDCs are payable, because the amount payable is less than the credit. The credit for restaurant use remains with the property, so at the time of reconversion to restaurant use, no additional SDCs are payable, because the credit remained in effect and the credit for the original use is exactly the same as the amount that is owed, so no payment is required, even if the SDC rates have increased in the interim.

2. If no SDCs have been previously paid for the property, a credit in the amount of the SDC charges under the current fee schedule for any structure and use of the property in the previous 30 years shall be provided. No credit shall be provided if there has been no use of the property for 30 years, regardless of any structures that may exist on the property. No refund or credit shall be given if the redevelopment results in a lower SDC.
- B. On termination of a use for which SDCs have been paid, a credit certificate shall be issued on written request of the property owner.
1. The credit shall be for water, sewer and transportation SDC improvement fees only.
 2. The credit shall be based on a "unit" basis, not on a "dollar" basis. The credit shall be for a specific number

provided for in this section if the city demonstrates that the application does not meet the requirements of this section or if the improvement for which credit is sought is not included in the SDC Project List.

2. When construction of a qualified public improvement located in whole or in part or contiguous to the property that is the subject of development approval gives rise to a credit amount greater than the improvement fee that would otherwise be levied against the project, the credit in excess of the improvement fee for the original development project may be applied against improvement fees that accrue in subsequent phases of the original development project or otherwise imposed on the same property.
 3. Credits for qualified public improvements shall not be transferable from one property to another but may be used for future phases of development, redevelopment or change in use of the property.
 4. Credit for qualified public improvements shall not be transferable from one type of capital improvement to another.
 5. Credits for qualified public improvements shall be used within 10 years from the date the credit was given.
 6. If the public improvement for which a credit is sought is not on the SDC Project List, the applicant may submit an application for both the credit and for the placement of the improvement on the SDC project list. If the city manager determines that the project is of a type and location that is appropriate for inclusion, the project shall be added to the SDC Project List and a credit may be given, but the addition of the project shall not change the SDC amount payable by others.
- D. The extent of the property to be considered in computing and allocating credits shall be stated by the applicant, and the applicant must have written authorization from the property owner(s). If properties under different ownership are developed together, the city may require the applicants to specify where any credits for the provision of capital improvements may be used and under which circumstances. Two or more contiguous properties may

3. Land and materials acquisition, including any cost of acquisition or condemnation, including financing, legal and other costs;
4. Construction of capital improvements;
5. Design and construction of new water facilities required by the construction of capital improvements and structures;
6. Relocating utilities required by the construction of improvements;
7. Landscaping;
8. Construction management and inspection;
9. Surveys, soils, and material testing;
10. Acquisition of capital equipment;
11. Repayment of moneys transferred or borrowed from any budgetary fund of the city which were used to fund any of the capital improvements as herein provided;
12. Payment of principal and interest, necessary reserves and cost of issuance under bonds or other indebtedness issued by the city to fund capital improvements.

12.15.080 Refunds

- A. Refunds may be given by the city upon finding that there was a clerical error in the calculation of the SDC.
- B. Refunds shall not be allowed if the applicant fails to timely claim a credit or fails to timely seek an alternative SDC rate calculation.
- C. Refunds may be given on application of a permittee if the development did not occur and the all permits for the development have been withdrawn.

12.15.085 Appeal Procedure

- A. A person challenging the propriety of an expenditure of SDC revenues may appeal the decision of the

12.15.100 Penalty

Violation of this chapter is a civil infraction.

*(Chapter 12.15 was adopted by Ordinance No. 1940, on October 15, 2007;
effective November 14, 2007)*

5.0 Storm Drainage SDC Methodology

Section

5

5.1 Introduction

This section describes in detail the calculations, background information, and methodology used to develop and identify the maximum defensible storm drainage SDC for the City of Newport. This section will seek to identify the existing and future capacity requirements as well as provide a summary of the City's stormwater capital improvement plan (CIP).

This section will develop a method for determining system population or input based on impervious surface methodology and will seek to make projections for future capacity requirements, assuming an increase in impervious surfaces.

5.2 System Overview and Background

The City of Newport has completed several planning documents over the years to provide a level of planning support for the City's stormwater system. A summary of each is provided below:

Storm Sewer Facilities Plan (CH2M Hill, 1990) This planning effort was part of an overall infrastructure planning document that looked at all of the public infrastructure in the City. The Storm Sewer Facilities Plan considers system-wide issues and divides the City into several storm drainage basins. Deficiencies were identified and improvements and cost estimates prepared.

South Beach Storm Water Master Plan (SHN Consulting Engineers, 2004) This planning effort was commissioned to address storm drainage in the southern part of the system in response to current and anticipated growth patterns in the area. The study addresses several deficiencies in the southern part of the system and includes recommended improvements and cost estimates to address these deficiencies.

5.2.1 Overall System Description

Being a storm drainage system, the existing facilities are made up of a network of ditches, piping, manholes, catch basins, swales, outfalls, and other facilities typical to a storm drainage system.

Piping ranges from small 8-inch laterals to catch basins up to large culverts. In general, the storm drainage system has evolved over time in response to needs and drainage problems that have arisen.

The City funds maintenance and development of the storm drainage system through a variety of sources. The City does not currently charge a storm drainage fee as part of the regular utility charges for its customers.

5.2.2 Basis for Population Impact & System Growth

The impact of growth on the stormwater system will be based on an impervious surface methodology. In general, this methodology will determine how much impervious surface a typical EDU will add to the system. All new development can then be compared against this typical value to determine how many EDU's are being added and how this will impact the stormwater facilities within the City of Newport.

5.4 CIP Project Summary and Project Costs

The City's planning documents include several recommended projects that the City wishes to undertake as part of their stormwater CIP. This section will seek to provide a brief description of each project and discuss the potential for SDC eligibility for each project. A summary of the Stormwater CIP is provided in Table 5.4.1.

5.4.1 Project Descriptions and Need

Project 1 – 700 lf of 24-inch Storm Drain. This project is a recommended project out of the 1990 Public Facilities Plan and includes improvements in the vicinity of Nye Street and NW 20th in the northern part of the community. According to City staff, the need for the project is still valid and should still be included as part of the stormwater CIP.

According to the opinions of staff, this project will correct existing deficiencies and is not necessary to service growth in the area. Therefore, the project should not be considered as SDC eligible.

Project 2 – 200 lf of 24-inch Storm Drain. This project is a recommended project out of the 1990 Public Facilities Plan and includes improvements in the vicinity of SW Government Street. According to City staff, the need for the project is still valid and should still be included as part of the stormwater CIP.

According to the opinions of staff, this project will correct existing deficiencies and is not necessary to service growth in the area. Therefore, the project should not be considered as SDC eligible.

Project 3 – 800 lf of 36-inch Storm Drain. This project is a recommended project out of the 1990 Public Facilities Plan and includes improvements in the vicinity of SE Benson Road. According to City staff, the need for the project is still valid and should still be included as part of the stormwater CIP.

Staff has stated that this project is needed primarily to provide capacity for anticipated growth in the area. The project will provide capacity for a small amount of existing drainage along Benson Road. For the purposes of this methodology, it is recommended that this project be considered as 90% SDC eligible.

Project 4 – 800 lf of 36-inch Storm Drain. This project is a recommended project out of the 1990 Public Facilities Plan and includes improvements located along Yaquina Bay Road just west of Benson Road. According to City staff, the need for the project is still valid and should still be included as part of the stormwater CIP.

Staff has recommended that this project is needed primarily to provide capacity for anticipated growth in the area. For the purposes of this methodology, it is recommended that this project be considered as 90% SDC eligible.

Project 5 – This project has been dropped from the CIP.

Project 6 – 800 lf of 18-inch Storm Drain. This project is a recommended project out of the 1990 Public Facilities Plan and includes improvements located in the vicinity of NW 56th Avenue. According to City staff, the need for the project is still valid and should still be included as part of the stormwater CIP.

5.5 SDC Eligibility

The SDC methodology must include a discussion of the percentage of each project's cost that can be attributed as necessary for growth and, therefore, be considered SDC eligible. As discussed previously, SDC's must be based on a project's costs or the portion of a project's cost that is necessary to add system capacity in response to or in anticipation of growth.

Section 5.4 above includes a brief description of each project along with a discussion of each project's SDC eligibility. A summary of the SDC eligibilities for each project is provided below in table 5.5.1.

Table 5.5.1 – Stormwater Project SDC Eligibility Summary

Project No.	Project Description	Adjusted Cost Estimate (current)	Reimbursement SDC Eligible (Y/N)	Improvement SDC Eligible (Y/N)	% SDC Eligible	SDC Eligible Cost
1	Project 1 - 700 ft of 24-inch Storm Drain ^a	\$71,072.31	N	N	0%	\$0.00
2	Project 2 - 200 ft of 24-inch Storm Drain ^a	\$20,306.37	N	N	0%	\$0.00
3	Project 3 - 800 ft of 36-inch Storm Drain ^a	\$184,944.34	N	Y	90%	\$166,449.90
4	Project 4 - 800 ft of 36-inch Storm Drain ^a	\$184,944.34	N	Y	90%	\$166,449.90
5	Dropped					
6	Project 6 - 800 ft of 18-inch Storm Drain ^a	\$97,687.91	N	Y	25%	\$16,921.98
7	Project 6A - Redirect Drainage to Basin 7 ^{aa}	\$1,385,894.46	N	Y	100%	\$1,385,894.46
8	Project No. 7 - South Jolly Residential Dev. ^{aa}	\$777,780.73	N	Y	25%	\$194,445.18
9	Agate Way Storm Drainage	\$82,564.44	N	Y	50%	\$41,282.22
Total						\$1,871,443.87

5.6 Calculation of Storm Drainage Reimbursement SDC Charge

None of the projects in the stormwater CIP are to be considered for a reimbursement SDC. Therefore, the stormwater reimbursement SDC is \$0.

5.7 Calculation of Storm Drainage Improvement SDC Charge

Calculation of the improvement SDC will be based upon the methodology and the establishment of the SDC eligible project costs as outlined earlier in this section. The following table provides a summary of the total cost of SDC eligible projects recommended in the Water System Master Plan that have not yet been constructed. In order to account for construction cost increases since the time of the Master Plan, we have used prorated costs based on the current ENR Index.

For example: Assume that a developer undertakes a subdivision that would require him to pay \$50,000 in SDC fees for the stormwater system. If the same developer undertakes all or a portion of a stormwater improvement project that appears on the CIP, the developer should be eligible for some level of SDC credit for the value of the improvement he has undertaken. However, the improvement offset credit cannot exceed the value of the SDC or, in this case, \$50,000.

It should be noted that determination of improvement offset credits can require some judgment as development situations vary widely. The City should maintain an open policy when working with developers to identify fair and reasonable improvement offset credits when they apply.

It should also be reiterated that offset credits are not available for improvements undertaken by the developer that do not appear on the City's CIP and are not part of the City's SDC methodology.

5.8.2 Financing Credit - Project Costs and Potential Loan Amounts

As the City does not currently have a rate structure or user fee for the stormwater system, it is not possible to develop a financing credit. However, if a stormwater utility is established and the City seeks to obtain funding for the stormwater CIP projects through loans to be paid back through increased user rates, an appropriate credit should be developed for that increase in user rates.

A potential financing credit will not be developed at this time for the stormwater system.

5.8.3 Impervious Surface Reduction Credit

In some cases, credits may be appropriate for development that incorporates improvements that are designed to reduce the impact of increased drainage on the stormwater system. These measures may include construction of cisterns, detention facilities, pervious surface technology, and other efforts designed to reduce runoff from a developed property.

In each case, the City would be required to review proposed mitigation measures and determine an appropriate SDC credit for impervious surface reduction. In no case should the credit be more than the value of the SDC charge would have been.

The City is not required to provide credits for these types of mitigating practices. Also, in the case of typical residential development, the cost of the impervious surface reducing efforts will likely be far greater than the stormwater SDC charge. However, in some commercial applications, there may be an advantage for a developer to incorporate these types of improvements into a project.

5.9 Storm SDC Summary

Section 5 has been developed to provide the City of Newport with the methodology needed to establish the maximum defensible SDC for the stormwater system. The following table provides a summary of the information utilized to complete this analysis:

5.10.2 Non-residential Assessment Methods

It is recommended that all non-residential development be assessed on a unit basis per square foot of impervious surface area. Using this method, a site plan for each new development must be reviewed to determine the amount of impervious surface being added. The resulting assessment will be equitable for each case presented to the City for consideration.

Specifically, non-residential development should be assessed at the incremental rate of \$0.25 per square foot of impervious surface area added to a previously pervious site. Accommodations may be made, on a case-by-case basis, for efforts to mitigate runoff impacts. These mitigation efforts may include detention systems, pervious surface materials, and others.



Agenda Item #: IX.B.
Meeting Date: 1-22-13

CITY COUNCIL AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title: Consideration of Award for OnDisplay Advertising

Prepared By: jv Dept Head Approval: jv City Mgr Approval: [Signature]

Issue Before the Council: The issue before Council is the consideration of a billboard (building wall-scape) located on SW 4th and Oak in Portland. A proposal was submitted by OnDisplay Advertising, and reviewed and recommended by the Destination Newport Committee.

Staff Recommendation: The current procedure requires a recommendation from the Destination Newport Committee to the City Council. The DNC is forwarding a positive recommendation to repost a vinyl billboard in Portland at the 4th and Oak Street location, which is a product of OnDisplay Advertising.

Proposed Motion: I move to approve the promoting of Newport by advertising on a billboard (building wall-scape) located at SW 4th and Oak Street in Portland, through a contract with OnDisplay Advertising. The billboard advertising will occur over two separate 12 week periods at a cost of \$27,995 per 12 week period for a total cost of \$55,990. The first advertising period will occur prior to June 30, 2013 and will be charged against the FY13 budget and the second advertising period will occur after July 1, 2013 and will be charged against the FY14 budget.

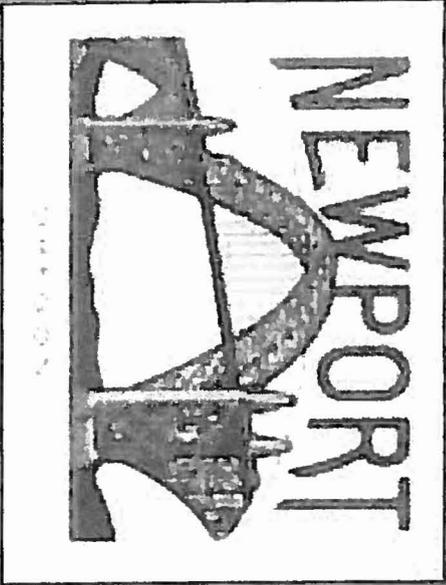
Key Facts and Information Summary: The billboard (building wall-scape) which is a 90 foot high picture of the Yaquina Head Lighthouse with "Discovernewport.com" and our 800 number has been used for two previous postings. The recommendation is for two separate 12 week periods. The first will start in March and end in May; with the second to start in August and end in October. The contract will be written to reflect both postings in the same contract; however, the cost (\$27,000 per each 12 week display, and \$995 for each installation) will be divided between fiscal year 2012-13 and 2013-14. There will be no production cost for the vinyl. The photo and art were designed by the "News-Times" last year, and the vinyl has been kept and stored with OnDisplay for future use. They have reported the vinyl is in great shape and should be for some time to come. A picture of the billboard is attached.

Other Alternatives Considered: There are no comparable billboard opportunities in that area or within that price range. The location became available and the committee considered this (1) a good location; (2) the artwork was completed last year, so no further production costs; and (3) no other company has the same or nearby location with the same traffic pattern and visibility.

City Council Goals: The request does not address a specific City Council goal.

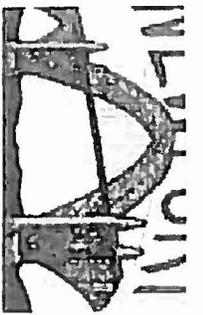
Attachment List: Attached is the 2013 options received from OnDisplay Advertising

Fiscal Notes: If approved, this funding would come from budgeted marketing and advertising monies in the Room Tax Fund.



City of Newport
OnDisplay Wallscape Spectaculars
2013 Options

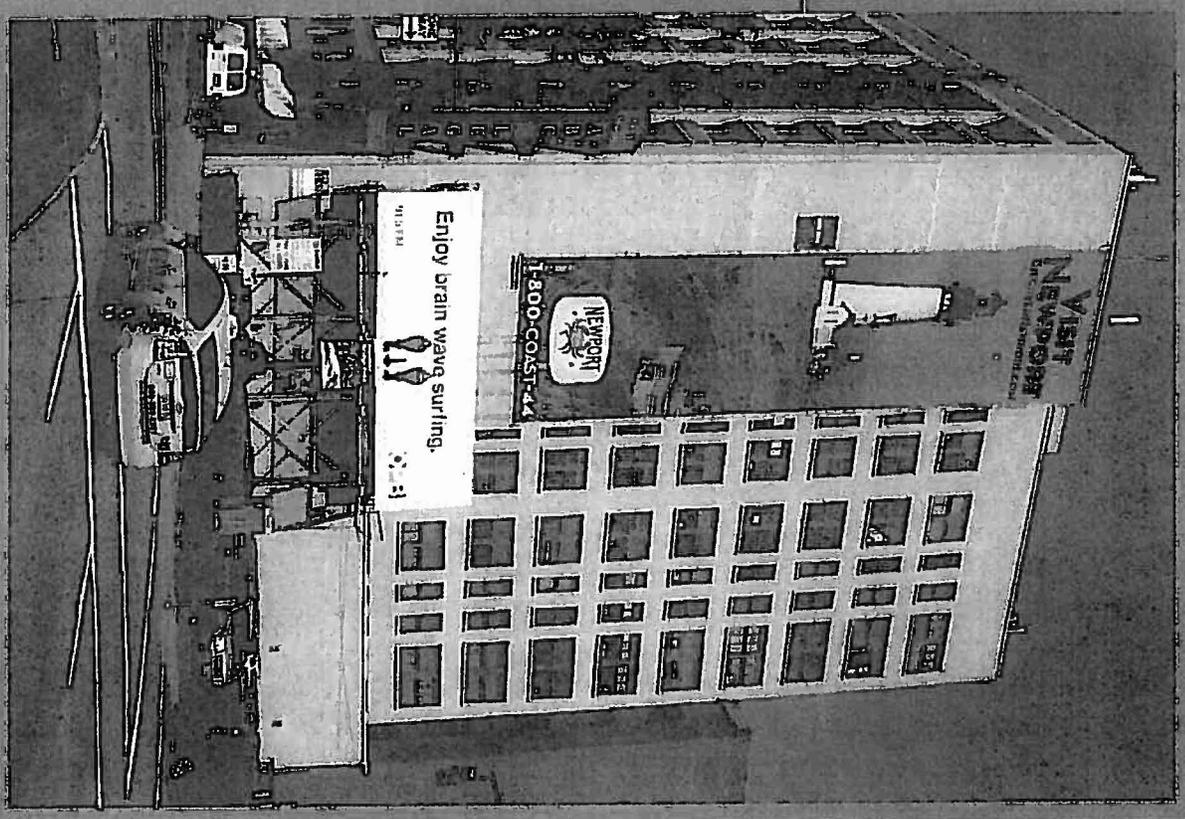
January 2013



Option A: Renew PDX #1111 (SW 4th and Oak 90-foot skyscraper)

WHY?

- Newport is building a brand in the heart of downtown Portland, making a statement that cannot be missed!
 - Renewing this signature spot downtown not only provides the city's business and entertainment hub with the message/reminder about visiting Newport in 2013.
 - Renewing this location also allows you to save money by using the existing vinyl!
- Option A: Renew PDX #1111 – Pricing Specs
- Two 3-period runs (12 weeks per period; 24 weeks total)
 - March-May and August to October
 - Production Cost – None (if can use last year's vinyl)
 - Installation cost – \$995 NET per installation (total of two).
 - Net Ad rate – \$9000 per 4-week period NET



OnDisplay
ADVERTISING

Option B: Renew PDX #1111 AND add second premiere eastside location near Burnside Bridgehead.

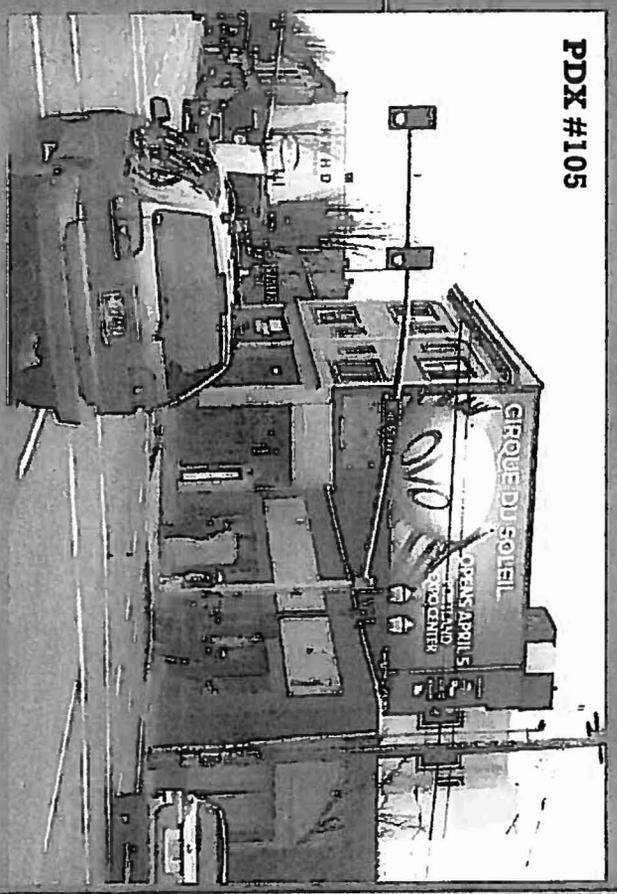
WHY?

- Renews City of Newport's signature location
- Doubles the message without doubling the cost.
- Establishes a foothold on growing eastside in a great afternoon commute location.
- OnDisplay will "bonus" second install cost as a package deal with PDX #1111 renewal
- Same time frame (two 12-week runs: March to May and August to October)
- **PDX #1111**
- Specs - Same as above only per period rate drops to \$8500 for volume discount (total savings \$3000)

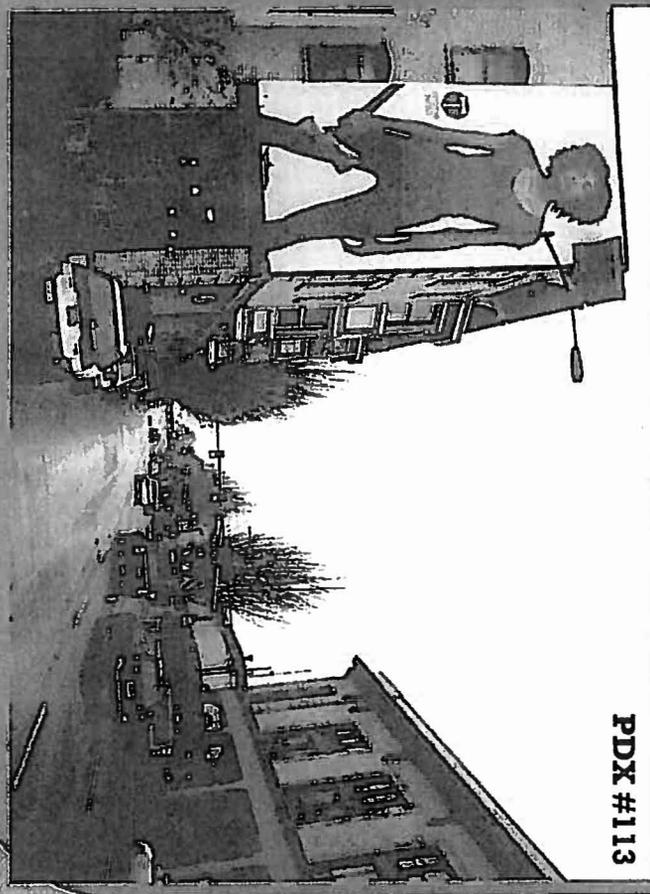
EASTSIDE OPTIONS (Choose one from below):

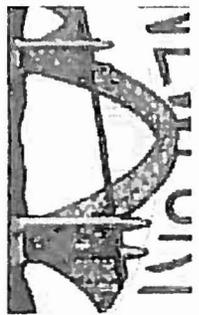
- **PDX #105 (East Burnside @ 6th)**
 - Production cost - \$500 NET
 - Installation cost - \$995 NET - **WAIVED** for second 3-period buy when purchased in conjunction with PDX #1111
 - NET rate per 4-week period - \$4000 (13% discount off best offered rate)
- **PDX #1113 (East Burnside @ 7th)**
 - Production cost - \$400 NET
 - Installation cost - \$995 NET - **WAIVED** for second 3-period buy when purchased in conjunction with PDX #1111
 - NET rate per 4-week period - \$2950 (16% discount off best offered rate)

PDX #105



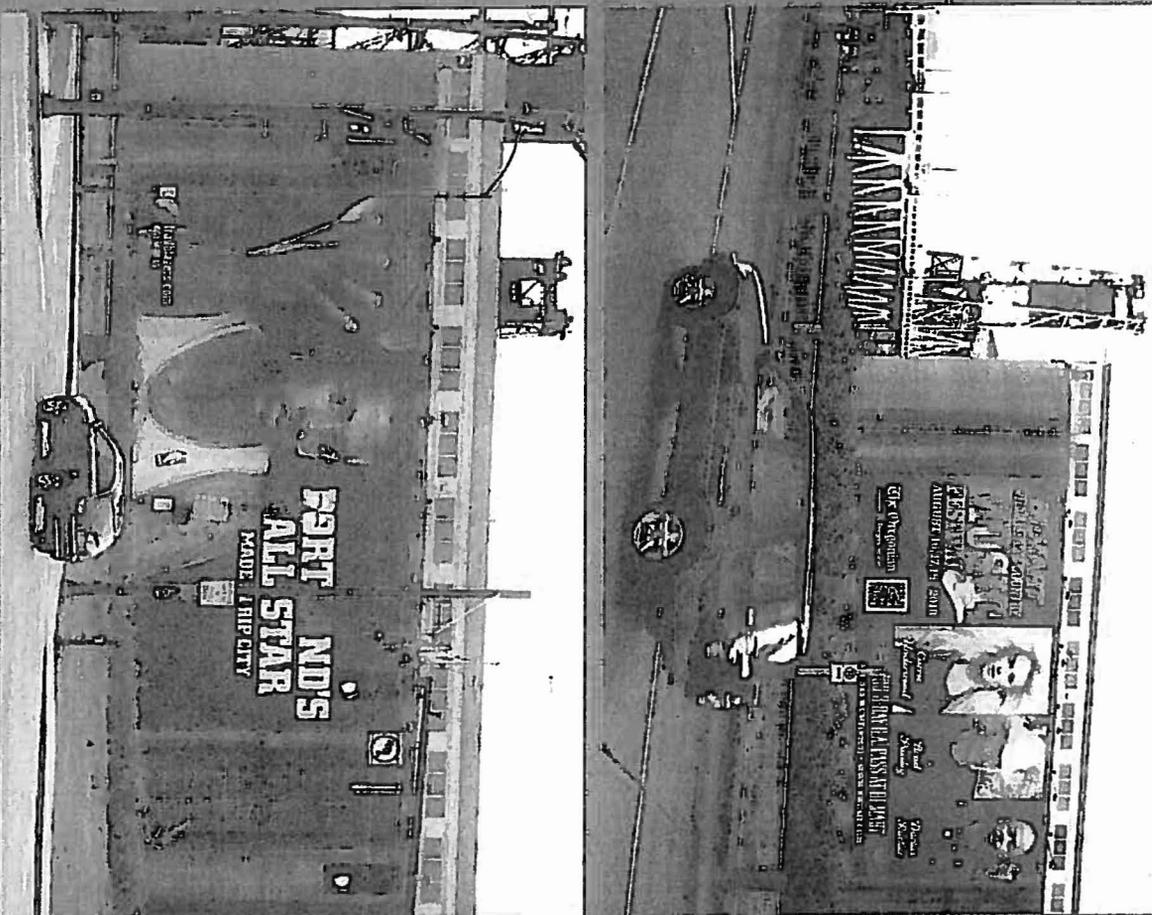
PDX #113





OPTION C: Take over the Rose Quarter Spectacular!
Why?

- It's the #1 out-of-home location in the state. Consider it's viewed by I-5, the Steel Bridge onramp into downtown, one of the city's busiest Max Stops, the busy surrounding streets AND the Rose Quarter and Rose Garden – HOME OF THE (Suddenly HOT) Blazers!
- Will be a "buzz worthy" move that people will be talking about!
- Summary of costs (all costs NET):
- Installation - \$4400 (requires quite a process – high lift, etc.). This is a pass through cost; no mark up.
- Production – You can use your own company or go through one of our vendors (again, we won't mark up). Circle Graphics did the existing Bi-Mart vinyl for \$8000
- Advertising Rate:
 - For a 52-week commitment, the rate is \$16,500 per 4-week period
 - For a 28-week commitment, the rate is \$17,500 per 4-week period



OnDisplay
ADVERTISING

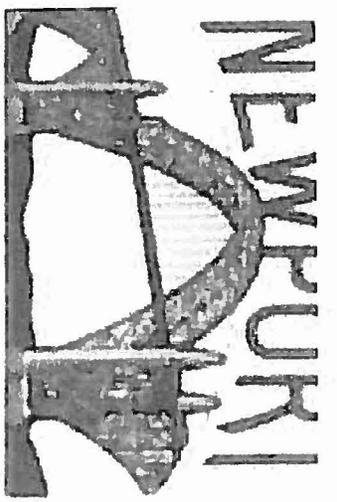


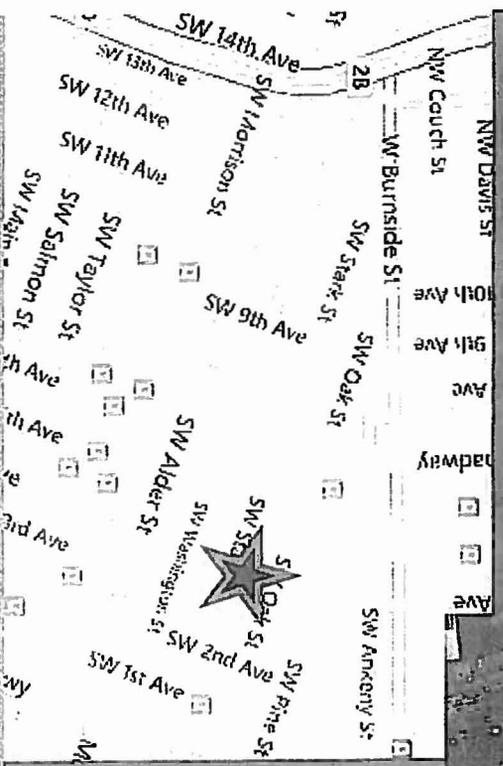
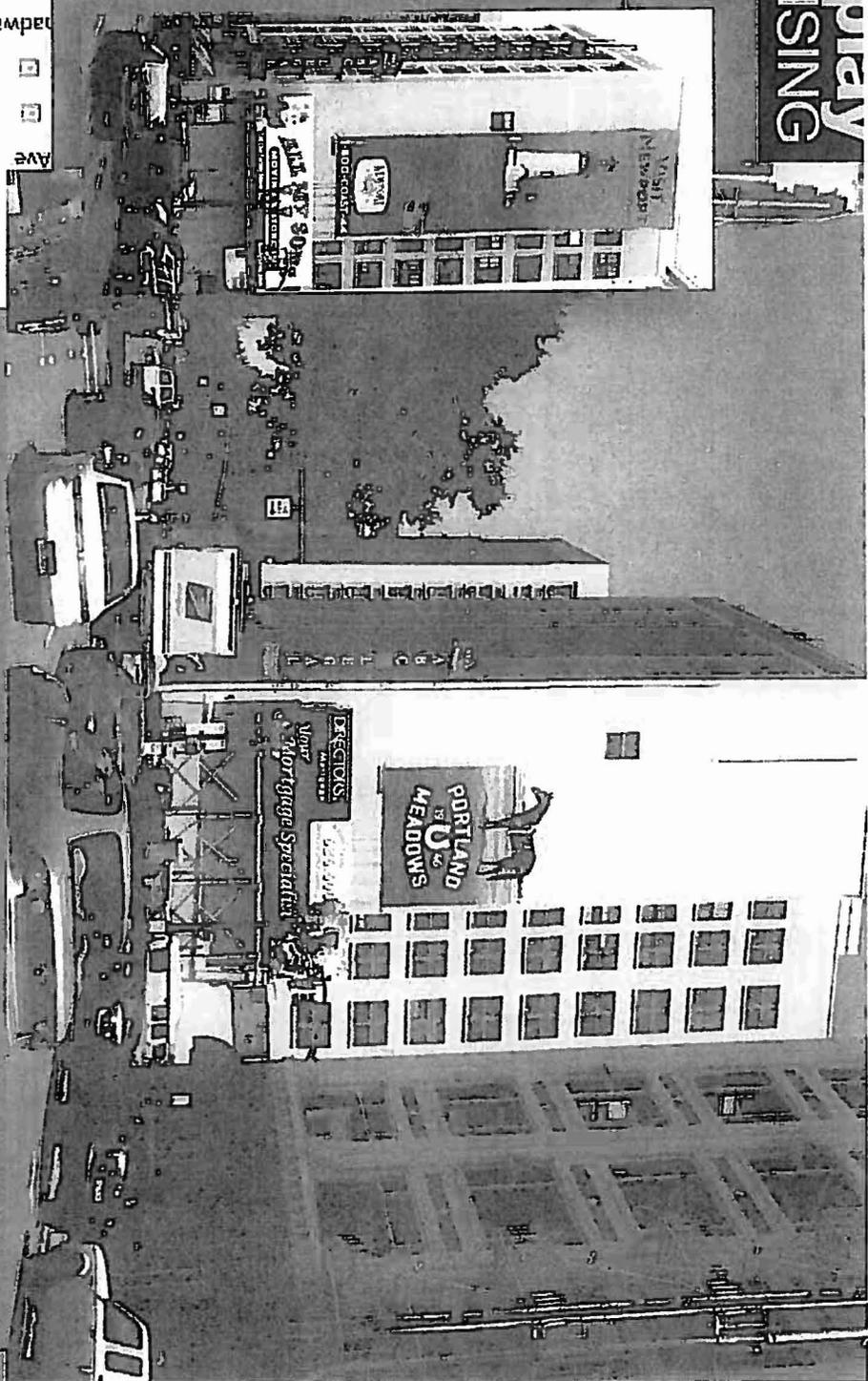
Photo Sheets of
Presented Wallscapes

 **OnDisplay**
ADVERTISING

OUTDOOR DISPLAY ADVERTISING

PDX-111

- SW 4th and Oak
- Direction: SE/EH
- Size: 90' x 26'
- Latitude: 45.52090
- Longitude: -122.67490



This **HUGE** City Center vertical sits at the corner of SW 4th and Oak Street.

Just two short blocks south, and visible from this giant's Pioneer Place, Portland's premier spot for dining, shopping and entertainment.

In addition, this location is woven into the daily fabric of the city's business population thanks to its highly-visible downtown location. Featured in the lead to ESPN's "SportsCenter" story on the 2010 U of O vs. Duke basketball game at the Rose Garden Arena.

1001 Pioneer Square, Portland, OR 97204

PDX-105

- E. Burnside @ 6th St.
- Illuminated
- Direction: W/E/SL
- Size: 16' x 41'
- Latitude: 45.52274
- Longitude: -122.65930



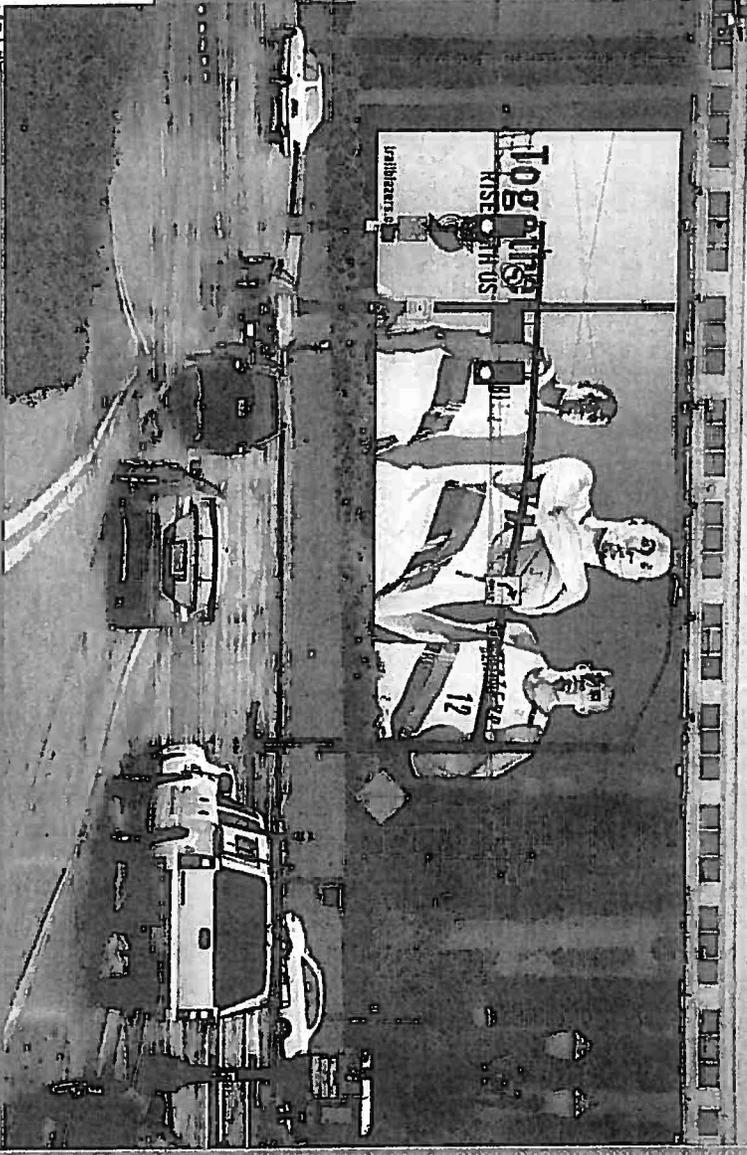
This nice wall sits in the middle of the inner southeast industrial area on East Burnside near the corners of Milk Blvd and Grand Avenue. Long, "in-your-face" read makes this one of the most consistently filled walls in the Portland metro!

Located at one of the busiest corners in the City of Portland, this wall is also within walking distance to the Convention Center and the Rose Garden.

1250 W. Burnside St. Portland, OR 97209

PDX-104

- Rose Quarter Spectacular
- Illuminated
- Direction: NL/WF or E/F
- Size: 60 x 128
- Latitude: 45.52912
- Longitude: -122.66712



The city of Portland's "Signature Wall" dominates the view directly across from the Rose Quarter and its Rose Garden Arena, home of the NBA's Portland Trailblazers as well more than 250 annual events.

This massive wall sits at the entrance to the Steel Bridge and is visible from I-5.

Also sits on the "Max Line" (Portland's streetcar) which carries more than 76,000 travelers each day.