

Monthly Departmental Reports



April, 2015



Memo

To: Spencer Nebel, City Manager and City Council
From: Derrick Tokos, Community Development Director
Date: May 7, 2015
Re: Department Update

MONTHLY PERMIT FIGURES

The following is a summary of building and land use activity for April of 2015.

	Building Permits	Electrical Permits	Plumbing Permits	Construction Value	Land Use Actions
Apr	17 (\$29,276.28)	31 (\$2,866.88)	7 (\$1009.79)	\$3,702,326.47	6 (\$2,558.00)
YTD	55 (\$51,964.44)	107 (\$15,352.41)	26 (\$5,637.21)	\$6,066,945.47	26 (\$21,140.00)

Building permit activity for the month of April included construction of the OMSI Coastal Discovery Camp, renovation of Pacific Seafood's 213 SW Bay Blvd processing facility, tenant improvements to convert the former West Coast Bank building into a day care, a coffee shop/office building, a new industrial storage building, three additional commercial remodels, three new single family dwellings, a duplex, a residential remodel, and temporary signs. Land use actions include an amendment to the Zoning Ordinance (parking standards), two conditional use permits, a building height adjustment, a geologic permit, and a property line adjustment.

STATUS OF SIGNIFICANT CONSTRUCTION PROJECTS

Big 5 Sporting Goods: Temporary occupancy issued 3/17/15. ADA access to building was the outstanding issue. Contractor corrected late April. Permanent occupancy permit has been issued.

Curry Marine Building Remodel: County completed corrections. Certificate of occupancy to be issued 5/11/15.

Inn at Nye Beach: Permit issued to relocate laundry room to main building. Application to construct a 16 unit addition to the hotel was received 4/20/15 and is under review.

Lincoln County School District: Construction of a new storage building is ongoing. District is upgrading electrical at Yaquina View Elementary. That work is ongoing.

Samaritan Health Education Center: Cover inspections completed and interior work is underway.

Nazarene Church Outreach/Community Center: Construction continues to progress slowly. Plans for interior improvements submitted and corrections have been requested. Plans for retaining wall rebuild have been reviewed and permit is ready to issue.

Newport Candy Shoppe / Rebuild into a Restaurant: Plan review completed 4/30/15. Permit is being prepared.

Newport Coffee Shop (Harborton and College Way): Temp electrical is in and contractor is excavating for foundation.

OMSI Coastal Discovery Center: Site grading is underway for dining hall/administration building, and three cabins. Additional permits required for modular classroom, staff housing, and maintenance building.

Pacific Seafood Remodel. Permit issued 4/30/15 and work is underway.

Rite-Aide: Tenant improvements. Plans have been reviewed and are ready to issue.

Starbucks: Tenant improvements. Permit issued 4/1/15 and work has been completed

Teevin Bros. Log Yard: Teevin Bros has entered into a lease option with the Port of Newport to operate a log yard facility provided it is constructed by the Port of Newport. The facility is being shifted to the north so that it is entirely on Port property. Teevin Bros. is preparing a new set of plans that will be used to support Port of Newport TIGER and ConnectOregon grant applications for construction funding.

SIGNIFICANT PLANNING PROJECTS

Pacific Marine Energy Center – South Energy Test Site (PMEC – SETS): Future grid connected wave energy test facility off the coast of Newport. NNMREC-OSU is working through the FERC regulatory process and is addressing issues related to environmental impacts associated with the project.

Safe Haven Hill Tsunami Evacuation Improvements: Phase 2 funding awarded by FEMA on 9/29/14. City Council approved funding agreement with OEM on 12/1/14, along with a task order with Civil West to design the improvements. Project is at 50% design. Approximately \$600,000 is available for construction. Deadline for expending FEMA funds is March of 2016. Staff to schedule a final public open house prior to bidding project.

Creation of Land Bank for Work Force Housing: Lincoln Community Land Trust (LCLT) has entered into an agreement with Proud Ground, a community land trust in the Portland Metro Area to serve as its Executive Director and to work with LCLT to develop a plan for leveraging CDBG funds with a target of rolling out at least 10 work force housing units by the end of the three year period that Newport, Lincoln City, and Lincoln County have agreed to provide supplemental funding to the Trust. Habitat for Humanity presented a proposal to the Planning Commission on 3/9/15 related to their securing city lots for construction of affordable housing units. Habitat is amending the proposal based upon the feedback they received for presentation at the 5/26/15 Commission meeting.

Vacation Rental Code Update: At this time 170 applications for VRD or B&B endorsements have been submitted. The City has conducted 166 inspections, 156 of which have passed. Fire egress out of bedroom windows, safety glazing on windows close to doors, lack of GFCI outlets, inadequate hand railing or guard rails on staircases, and strapping on water heaters have been the primary issues identified through the inspection process.

Agate Beach Street and Recreation Enhancements: On 8/2/12 FHWA announced that the project will be funded in the amount of \$557,696. City received a final grant agreement from ODOT on 7/30/13. The State issued an RFP for design services on 2/6/14 and City/State selected the firm OTAK as the consultant. ODOT issued notice to proceed on 9/16/14 and kickoff meeting was held 9/24/14. Staff conducted public outreach meetings on 11/18/14 and 12/18/14 to inform the design and a public “open house” on the final design was held on 3/11/15. Funds must be obligated for construction by September 2015.

Reservoir UGB Amendment and Annexation: The expansion proposal was approved by the City Council on 5/6/13 and County on 4/16/14. An intergovernmental agreement addressing the future transfer of Big Creek Road has also been put in place. DLCDC acknowledged the UGB amendment on 7/10/14 and the UGB expansion is official as of that date. City Council initiated annexation process for city owned properties within the expansion area on 7/7/14. A hearing before the Planning Commission will be scheduled once a legal description has been prepared for the annexation area. This is contingent upon a boundary being established for a “legalized” Big Creek Road. The County finished the legalization survey and has initiated the public process to legalize the road. A hearing date before the Board of Commissioners has not yet been set. Staff is preparing a maintenance agreement for Big Creek Road and a legal description for the area to be annexed.

Planning for Replacement of the Yaquina Bay Bridge: City and County staff and elected officials met with ODOT on 5/16/13 to discuss a scope of services for the data and base line modeling that the consultants will develop. Counters were placed to collect traffic data in August. Staff met with ODOT consultants on 10/23/13 and 2/18/14 to discuss how the modeling will be performed and provided them with land use data they will need to perform growth projections. Existing development assumptions provided by consultant in May. Staff has reviewed and edited the

data. Staff met with the consultant on 6/11/14 and 8/15/14 to review and finalize 20-year growth assumptions for the traffic model. This modeling effort will extend into the fall and is funded by ODOT Region 2 (approx. \$150,000).

Development of GIS Addressing Layer: City is responsible for assigning addresses within its corporate limits. The paper maps used for this purpose are frail, and the process for updating the maps is inefficient. The State of Oregon is preparing a new GIS based addressing layers for all jurisdictions in the County. The project is funded by OEM and the information will be used to support 911 services. No date has been set for when the work will be finished.

Student Housing Study: City Council adopted ordinance incorporating recommendations into the Newport Comprehensive Plan on 2/17/15 meeting. Staff to schedule meeting with County to discuss framework for a multi-unit property tax exemption program for multi-family housing.

Local Improvement District TGM Grant — Secured approximately \$85,000 in funding from the Transportation Growth Management Program for the purpose of developing model policy, code, and informational materials to assist the City of Newport in making Local Improvement Districts an effective and publicly acceptable financing tool for needed transportation system improvements. An IGA with the state has been signed and consultant received authorization to proceed on 4/30/15. Kick-off meeting is to be scheduled.

Creation of a Northside Urban Renewal District: City Council adopted Resolutions No. 3707 and 3708 on 3/16/15 initiating the process for creating a plan. A stakeholder group is being formed with Council appointment of the two at large citizen representatives occurring on 5/4/15. Staff is preparing a solicitation for consulting services to support the project. Process to be completed such that district will become effective, if adopted, FY 16/17. City has budgeted \$30,000 for this effort.

Implementation of ePermitting System: System will allow contractors to obtain permits and schedule inspections online. Intergovernmental agreement between the State of Oregon and City of Newport adopted 3/16/15. It will take approximately 4-months to get the data converted and system setup. Implementation is slated for late summer or early fall with the system going live on 1/1/16.

South Beach Urban Renewal Infrastructure Improvements: Subdivision plat and associated street vacation to facilitate extension of SW Abalone Street and SW 30th for the OMSI development have been approved and finalized. The plat was recorded 12/24/14. Design work on street improvements is proceeding such that the projects should be ready to bid in mid-June. Construction will occur in the summer of 2015. SW Brant Street and SW 27th Street will be paved with sidewalks at the same time. SE Ferry Slip Road will be widened and a multi-use path installed on the west side from SE Marine Science Drive to SE Ash Street. A public outreach meeting was held 12/9/14 to solicit feedback on the design of these improvements. An additional outreach meeting will be held before the projects are bid. ODOT has selected a consultant to design the new SE 35th and US 101 intersection and is pulling together background information to inform the work. Construction of that project is planned for the spring of 2017.

COMMITTEE WORK

Planning Commission: The Commission held a regular meeting on 4/27/15 at which they held public hearings on a setback adjustment application for a residential remodel and a legislative amendment to the City of Newport Municipal Code related to off-street parking standards for special parking areas (NMC 14.14.100).



*Rob Murphy, Fire Chief
Newport Fire Department
245 NW 10TH ST
Newport, Oregon 97365*

May 5, 2015

To: Spencer Nebel, City Manager
Re: April 2015 Monthly Activities

Here is a brief summary of Fire Department activities in April:

The fire department responded to 135 calls for service in April, as compared to 172 calls in March. This represents a 21% decrease from last month. In April of 2014 we responded to 165 calls, which is an 18% decrease over last year. There were 2 calls of note in April. The first was a house fire on Friday the 17th on the 400 block of NE 32nd Street in Pacific Homes Beach Club. The house was an older double-wide mobile home that was fully involved upon our arrival. Fueled by a 20+mph wind out of the NW, the fire had already ignited the exposed garage to the east when our engine first arrived. Our crews did an excellent job stopping the fire from advancing under rather adverse conditions. The second notable call occurred on April 10th. This was a chimney fire at Bateman's Funeral Home located on the 900 block of Yaquina Heights Drive. The facility was in the middle of a cremation when they noticed thick black smoke coming from the stack. They wisely called 911 and evacuated. Fortunately when our crews arrived the smoke had thinned out considerably and no fire was detected in the smoke stack.

This past month we received 3 new volunteer applications. We are currently holding these applications because we do not have enough personal protective equipment (PPE) and pagers to outfit them. When we receive more of these essential items we will again accept applications. We have money in the proposed budget to purchase more equipment. We lost one volunteer due to time commitments. We currently have a total of 36 volunteers. Our new recruits will finish their academy in May.

I have previously mentioned that Captain Richard Giles planned to retire in April. Due to ongoing contract negotiations between the City and the Firefighters Union (IAFF 4619) and the potential implications with Richards's retirement calculations, he has chosen to delay his retirement until negotiations are completed.

An interview and testing process for Assistant Fire Chief/Fire Marshal will be held on May 11th and 12th. We will be interviewing two candidates. After the new AC/FM starts, we will begin with an officer's assessment center to fill the open Captain's slot.

There were many activities in April for the Fire Department. Negotiations continued with the firefighter's union on Friday April 3rd and Friday April 10th. Progress continues and the meetings are positive and productive. On Monday, April 6th we hosted a demonstration of a patient lifting device called a 'Hover Jack'. This device is placed under a patient and filled with air. It can lift patients up to 1,200 pounds! This device will help us reduce back and shoulder injuries. The unit costs around \$5,500. We are currently working on developing funding sources from City funds, CIS monies, and funds from the Volunteer Firefighter's Association. Also that day, I attended the City Council Meeting. On Monday April 13th, Engineer Chris Rampley and I attended a workshop in Florence on mass fatality and injury care during a Cascadia event. Our Administrative Assistant Melanie Nelson attended the annual conference for fire service office administrators in Newberg. We held our monthly officer's meeting on the evening of the 16th. Also that day, I met with an electrician about improvements to our main fire station. On Tuesday, April 21st I attended the City volunteer appreciation dinner held at the Oregon Coast Aquarium. It was a great event and very well attended. NFD, along with NPD and Pacific West Ambulance participated in a mock DUII event held in front of NHS on Wednesday the 22nd. All of the student body was there. We extricated two "victims" and helped load them into ambulances. I thank the police department for allowing us to participate in this important event. The next day, Thursday the 23rd I attended the monthly meeting of the Lincoln County Fire Defense Board. On Friday the 24th I attended the Simulcast Radio

System user group meeting in Lincoln City. We discussed recent equipment upgrades and the maintenance agreement. On Monday the 27th Engineer Stacy Mathis and I met with personnel from Public Works to discuss confined space work and rescue in light of the recent confined space rescue training that Stacy and Andrew from waste water attended in Medford. On Tuesday the 28th we held the monthly City Emergency Preparedness Meeting at the main fire station. Also that day, I attended a meeting at the Oregon Department of Forestry (ODF) Office in Toledo regarding forest classification. This is the system that is used to determine which land owners should pay for fire protection from ODF.

On Saturday April 4th the Fire Department hosted a wedding and reception for Stacy and Shelly Mathis. It was well attended and a very joyous event. Both are longtime members of the Fire Department and we wish them many years of happiness.

Training Report

April 2015

Past month training subjects:

The following were the drill topics for the month of April:

- Mandatory Reporting awareness
- Carly's Law
- Firefighter Escape
- Vertical Ventilation
- CPR
- Water Supply / Hydrant hookups

Past month drill hours:

During the month of April 489.5 hours of training were documented. Of the 489.5 hours of training in April 169.0 hours were logged by the paid staff and 320.5 hours were logged by the volunteers.

Monthly highlights and special considerations:

The Firefighter I Academy continued during the month of April with six participants from Newport along with participants from Seal Rock and Depoe Bay. Other training highlights during the month of April were ventilation and fire fighter escape training at the Park Motel. Also during the month of April we focused on re-licensing of our EMS personnel.

Planned activities for the month of May include conclusion of the FFI Academy, two Live Fire trainings at the Park Motel along with two more CPR trainings.

Respectfully submitted,
Rob Murphy, Fire Chief

NEWPORT FIRE DEPARTMENT

City Report April 2015

	CITY	RURAL	PERMITS ISSUED	CITY	RURAL
FIRE CALLS:	4	0			
AUTOMATIC ALARMS:	7	3	BURN PERMITS:	30	40
MEDICAL CALLS:	78	16	FIREWORKS PERMIT:	7	0
MOTOR VEHICLE COLLISION:	2	3	FIREWORKS DISPLAY:	0	0
RESCUE:	0	0	IN SERVICES AND TOURS:	0	
MUTUAL AID RENDERED:	3	1	TOTAL INSPECTIONS:	10	
MUTUAL AID RECEIVED:	0	0	BUSINESS INSPECTIONS:	10	
AVIATION STANDBY:	0		REINSPECTIONS:	0	
PUBLIC SERVICE:	17	1	PLAN REVIEWS:	7	
HAZARDOUS CONDITION:	0	1	CONSTRUCTION INSPECTIONS:	0	
OVERPRESSURE/RUPTURE:	0	0			
VOLUNTEER HOURS:	388				

OCCUPANCIES of Fires and Automatic Alarms

AIRCRAFT:	0	0	PROCESSING PLANTS:	0	0
BOATS:	0	0	PUBLIC BUILDINGS:	1	0
HOSPITAL/CARE CENTER:	1	0	REPAIR SHOPS:	0	1
HOTEL/MOTEL:	1	0	RESIDENTIAL:	6	1
LABORATORIES:	0	0	RESTAURANT:	0	0
LAUNDRAMATS:	0	0	SCHOOLS:	0	0
LAUNDRIES:	0	0	SERVICE STATION:	0	0
MANUFACTURING:	0	0	STORAGE:	0	0
MARINA:	0	0	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 April 2015

CAUSES of Fires and Automatic Alarms

	CITY	RURAL		CITY	RURAL
ALARM MALFUNCTION:	4	0	HEATING APPLICANCE:	0	0
CARELESS SMOKING:	0	0	INCENDIARY:	0	0
CHILDREN W/HEAT SOURCE:	0	0	PROHIBITED MATERIALS:	0	0
CLEARANCE:	0	0	MISTAKEN ALARM:	0	2
ELECTRICAL:	0	0	OPEN FIRES:	1	0
ENGINE BACKFIRE:	0	0	REKINDLE:	0	0
EXPOSURE FIRE:	0	0	SCORCHED FOOD:	2	0
FALSE ALARM:	1	0	SPARKS:	0	0
FIREWORKS:	0	0	UNDETERMINED:	1	1
FLAMMABLE LIQUID:	0	0	WELDING/CUTTING:	0	0
FLUES:	1	0			
FRICITION:	0	0			
GAS LEAK:	0	0			

LOSS OF LIFE

CIVILIAN: 0 FIREFIGHTER: 0

INJURY

CIVILIAN: 0 FIREFIGHTER: 0



Memo

To: Spencer Nebel, City Manager and City Council
From: Ted Smith, Library Director
Date: May 2015
Subject: Library Department Updated

From the Director:

We have only a few things left to do in phase I of the renovation. The circ desk should arrive sometime around mid-May. New planters for the exterior entrances have been ordered and are due to arrive near the end of. Finally, we will soon be getting the installation schedule for our Radio Frequency ID security/circulation system. That project will take about 3 months to complete and once it's done, we'll be able to get rid of all the dvd and cd security cases. This will save us both shelf space and lots of staff time because we will no longer need to take materials out of the security cases, nor put materials back in once they are returned. The first step in this project will be tagging each of our 75,000+ items with a radio tag.

The new digital signage has been installed and is working as planned. One of my goals for this was to reduce the amount of signs/posters/third-cuts we had spread out all over the circulation desk area.

On April 6, the Library Director took part in a teleconference with two representatives from Envisionware, the company that will be installing the RFID security/circulation system, including the new self-checks. After reviewing Requests for Proposal from four companies, Envisionware was chosen by the Oceanbooks Consortium to provide tags, circulation systems, self-checks, security gates, etc. This conference was called to clear up a couple of questions about aspects of the installation process that were not entirely clear.

On April 7, the Library Director met with representatives from KlassTech, a company that provides audiovisual projection solutions for class rooms and, in the Library's case, the McEntee meeting room.

On April 9, the Library Director signed off on the carpet installation after a walk-through with Jeff Norman from Carpet One Floor and Home. That cleared the way for the final payment to Carpet One and officially ended that part of the renovation.

From April 15-17, the Library Director and four staff members attended all or parts of the Oregon Library Association Annual Conference in Eugene. The Library Director took part in a session that discussed ideas about how network professionally and within one's own community to strengthen the Library's position and make it an integral part of the

community. While at the Conference, the Library Director attended a meeting of the State Library Board to speak on his position concerning a bill before the Oregon House and Senate that would change the way the State Librarian is appointed. The law under consideration would make the State Librarian an appointee of the Governor, rather than being interviewed and hired by the State Library Board. Currently, the State Library Board hires and, if needed, fires the State Librarian. That would no longer be the case.

On April 20, the Library Director in the role of Acting City Manager, attended that evening's City Council meeting.

On April 21, the Library Director attended the City's annual Volunteer Appreciation Dinner held at the Oregon Coast Aquarium.

Youth Services staff and patrons are thoroughly enjoying the bright new spaces downstairs. However, the staff is still tweaking the collections in an effort to make them even more accessible. Linda and Rita have made changes in the Chapter Book collection so that the graphic novels for this age group are in their own area just like the Young Adult and Adult graphic collections. Stacy will be making the necessary catalog changes so that these items are easy to find.

The annual Rotary Literacy Night at the library was another successful event with over 100 people attending to enjoy the tours, games, food and story. The challenge for organizers is to get more preschool students and their families to attend, not easy in a town as busy as ours.

We continue to provide outreach services to all the preschools in Newport and more of them are scheduling class visits to the Library. In April, we had our first visit from families involved in the L.I.F.T. (Learning is Fun Together!) Program, which is a kindergarten readiness class for children ages 3-5 and their parents. Many new Library cards were given out and happy families walked out the door with books in their arms.

Overdue collections continue to improve with statistics showing fewer long overdue items this year over the same months last year. For example, February 2014 had 65 long overdue items but February 2015 had only 35. It's so good to see this process working the way we'd hoped.



Noble
Professional
Dedicated

Newport Police Department
Memorandum

One Team - One Future

Date: May 6, 2015
To: Spencer Nebel, City Manager
From: Mark J. Miranda, Chief of Police 
Subject: Department Report – April 2015

1. We have purchased a new radar reader board to replace the boards that are out dated and don't work anyway. This particular board is not on a trailer. It is designed to be posted on a power pole, traffic sign, or any place we can attach a bracket. Not only will it display vehicles' speeds, but it can warn drivers if they are going too fast, and it can take their photo. It is not intended to be, or can it be photo radar, where a citation is later mailed out. The photo capability is a tool. The board can also be programmed to display messages; such as warning of an upcoming event or anything else we want to display. Currently the board is in my office and displaying the message "Be Nice To Chief Day!" I have contact Central Lincoln PUD and am working to get permission to mount brackets on several of their power poles. Public Works has advised that we can mount the board on traffic signs, or they'll even install a post if there is none in the area. The idea is to move the board around the City in locations that have demonstrated that traffic safety warnings are needed.
2. We've had several Department members attend various trainings:
 - Street Survival – Officer Safety training
 - Leadership Lincoln
 - Critical Incident Training
 - Intoxilyzer refresher training
3. I met with supervisors of the various agencies that are housed in the Avery Building. They have been concerned about several incidents that have occurred in the building caused by unhappy customers and others. I shared with them several suggestions on how to improve their safety, how to deal with unruly people, and when and how to call the police. They were very appreciative of the talk.

Integrity – Excellence – Community – Employees – Teamwork – Commitment

4. Officer Brad Purdom, along with the Newport High School Student Body President, coordinated an involved traffic safety demonstration for the high school students. With the cooperation of AA Towing, Pacific West Ambulance, Newport Fire Department, Bateman's Funeral Home, Pam Briggs, and others, a mock fatal traffic crash, with a DUII driver was presented to the students. This was a role play of what typically could happen in the aftermath of a major crash. This event was timed to occur just before Prom Night. It was nice to note that there were no incidents after Prom Night.
5. Sam Clark's first day as a Newport Police Officer was April 22nd. He comes to us from Idaho where he was a Sheriff's Sergeant with ten years of law enforcement experience.
6. The Newport Police Volunteers helped with the traffic and parking at the OHSU Marine Science Day. A lot of people attend this event and the area can get quite congested. The Volunteers kept problems to the minimum. I received a nice letter from Bob Cowan thanking the volunteers for their assistance that day.
7. I attended many meetings during the month:
 - Oregon Accreditation Alliance managers' meeting
 - Oregon Association of Chiefs of Police annual conference
 - Law Enforcement of Public Lands meeting with various federal, state and local law enforcement agencies
 - City Volunteer Appreciation Dinner
 - Willamette Valley Communications Center Administrators' Committee
 - Homeless issues at the Library and Pool
 - City Emergency Management committee
 - Budget Committee
 - City Hall campus parking plan

Newport Police Department Monthly Statistical Review



Monthly Departmental Reports April

SELECTED CALLS FOR SERVICE (CFS)	APRIL 2015			ARRESTS	Total CFS To Date	
	THIS MONTH	LAST MONTH	SAME TIME LAST YEAR		This Year	Last Year
SEX OFFENSE	4	3	6	0	17	14
ROBBERY	1	0	1	1	2	8
ASSAULT	7	8	12	7	30	33
BURGLARY	8	5	8	3	44	22
THEFT	38	50	52	14	223	213
MOTOR VEHICLE THEFT	7	3	2	0	14	16
FRAUD	4	7	6	0	31	19
GRAFFITI/VANDALISM	0	0	2	0	5	10
NARCOTIC/DRUGS	13	9	7	5	37	29
DOMESTIC DISPUTES	23	33	18	N/A	117	95
LIQUOR VIOLATION	4	2	0	4	11	2
DUII	2	3	0	2	18	10
TRESPASS/PROWLER	26	34	15	12	98	51
TRAFFIC CRASH/NON-INJURY	18	14	11	N/A	75	48
TRAFFIC CRASH/INJURY/FATAL	3	7	2	N/A	20	13
HIT & RUN	13	12	13	1	60	42
ANIMAL PROBLEMS	13	22	22	0	71	73
SUSPICIOUS PERS/ACT/VEH	93	88	77	N/A	340	263
VEHICLE IMPOUNDS	1	3	1	N/A	10	8
ALARM	20	23	30	N/A	114	133
ASSIST OUTSIDE AGENCY	43	56	46	N/A	210	215
WARRANTS	17	21	16	17	82	56
TOTAL CALLS FOR SERVICE	1212	1352	1659	74	5153	5247

April Overtime Hours

Shift Coverage	168
Court	17
Investigations	66
Administration	33
Training	10
Other	0
Grant	0
TOTAL HOURS	292

Top 5 Traffic Citation Charges

No Operators License	5
Driving Susp./Revoked	5
Driving Uninsured	3
Fail to Carry Proof of Ins.	3
Fail to Obey Traf. Con. Dev.	3
TOTAL CITATIONS	25

PARKING CITATIONS	8
TRAFFIC WARNINGS	68
TCB PRKNG CITES/WRNG	127

Volunteer Hours	260
------------------------	------------



Memo

To: Spencer Nebel, City Manager and City Council
From: Jim Protiva, Parks and Recreation Director
Date: May 7, 2015
Re: Department Update – April 2015

Recreation Center

- The Rec. Center dealt with a slight infestation of carpenter ants we used a local exterminator for help.
- The Newport Chamber Ambassadors delegation joined us for a brief overview of Rec. Center activities, and then headed down to the gym for a round of pickleball.
- Our fire alarm system has been experiencing problems throughout the month. Hundreds of false alarms have caused sleep deprivation for “1st to notify” recipient John Johnston. Several days of attempted repairs have been completed and it is now looking like we may need to replace the entire system

Municipal Pool

- Egg Dive – 78 in attendance, and everyone had a great time.
- 3 staff attended Certified Pool Operators training and certification course. (Chris Lamma, Kathy Cline, Heather Hughes)
- Started our extensive recertification process for our staff. There are 15 lifeguards who need to renew their Lifeguard Certifications so we are conducting training and testing over the next two months.
- Two separate Job Corp water safety trainings were held this month
- Several large out of town school rentals for end of school year field trips

Sports Programs

- Middle School Track and Field kids participated in 4 meets in Stayton, Corvallis, Lincoln City and Philomath. Between 45 to 50 kids represented the City of Newport at each meet.
- Adult Men’s Basketball League concluded with a total of 6 teams competing
- Preparation were made to get ready for the 2015 Coast Hills Classic Mountain Bike Race between April 4 and 30th . A partnership with Bike Newport and the Yaquina Wheels Bike Club, for trail maintenance work days, a course planning meeting and a volunteer assignment

60 Plus Center

- 60+ Center volunteers were treated to a pizza lunch, where the most popular volunteer of the year was chosen, Vada Robinson. The City of Newport also honored her as the top volunteer of the year in the City.
- Woodburn Tulip Trip was a huge success with a full van and a waiting list.
- Took a trip to the Evergreen Air Museum in McMinnville, well attended.
- The Paper Arts Festival filled the Education Center with happy people doing various types of paper art on two separate days.
- The AARP tax volunteers finished their work for this year on April 14th They served 689 people, completing and submitting their taxes for them.
- New cabinets were installed in the Multi-purpose room giving the room more usefulness and a neater appearance.

Parks & Rec Data April 2015	Facility usage counts	# Programs offered	New annual passes	Total annual passes	New other passes	Total other passes	Drop in users
Senior Center	4,547	37	N/A	N/A	N/A	N/A	100
Sports	2155	9	N/A	N/A	N/A	N/A	965
Recreation Center	13,555	30	101	729	64	1080	1086
Municipal Pool	6,827	9	14	137	38	384	241
Totals	27,084	85	115	866	102	1,464	2,392

*spectators are not required to have a pass

*Rec Center pass allows Pool use

*300 City employee/FD Volunteer active passes not included in total

***Icy roads and bad weather did cause a decline in users this month



Memo

To: Spencer Nebel, City Manager and City Council
From: Timothy Gross, PE, Director of Public Works/City Engineer
Date: May 11, 2015
Re: Capital Projects Status Update

Project: **NE 71st Pump Station and Tank Improvements Phase 2**
Project Number: 2011-018
Contractor: Pacific Excavation
Status: Project is under construction. The contractor will be accessing the site via NE 73rd Street and the Iron Mountain Quarry access road to minimize traffic on NE 71st Street.
Next Task: Construction.
Budget: \$1,747,586
Description: Installing a new 1.5 MG water tank at the end of NE 71st Street and building a new pump station to replace the Salmon Run pump station.

Project: **Big Creek Dam 1 and 2 Assessment**
Project Number: 2011-025
Engineer: HDR Engineering, Inc.
Status: Finalizing feasibility study.
Next Task: Final presentation to Council on June 15.
Budget: \$350,000
Description: This analysis will continue the previous geotechnical analysis that was conducted on the dam structures to eliminate some of the assumptions that had to be made on the last study because of the inability to access certain parts of the dam for drilling. When the soils analysis is complete, the consultant will develop a feasibility study identifying remediation options and costs.

The City in conjunction with assistance from Chase Park Grants and HDR Engineering Inc. have submitted a grant application to the Oregon Department of Water Resources to assist in funding the feasibility study for Big Creek Dams 1 and 2. The City was awarded \$250,000 through this grant.

Project: Highway 101 Pedestrian Improvements
Project Number: 2011-024
Engineer: HHPR Engineering
Status: Project is complete.
Next Task: Close out contract documents.
Budget: \$902,000
Description: This project will create safer pedestrian crossing locations on Hwy 101 at 8 locations. Improvements include pavement markings, pedestrian ramps, pedestrian refuge islands or curb bump outs, and a pedestrian activated signal at Angle Street. Cross locations are at NW15th, NE 10th, NW 3rd, SW Angle, SW Lee, SW Alder, SW Abbey, and SE Bayley Streets.

Project: Bay Boulevard/SE Moore Drive Storm Sewer Improvements
Project Number: 2012-015
Engineer: Civil West Engineering
Status: Environmental permit has been submitted. CWSRF DEQ Loan application for funding was submitted.
Next Task: Waiting for response from environmental agencies.
Budget: \$2,925,532
Description: This project corrects failing storm sewer at Bay Boulevard and SE Moore drive, Bay Boulevard and SE Fogarty Street, and along SE 4th and SE Fogarty. The intersection at SE Moore Drive and Bay Boulevard will be realigned to provide better intersection safety.

Project: Nazarene Church Sewer Reconstruction
Project Number: 2011-019
Engineer: Civil West Engineering
Status: Preliminary design process complete. Construction estimate is more that is currently appropriated in this fiscal year. Construction documents will be completed and the project will be bid at the end of FY14-15 so construction can begin right after the beginning of the new fiscal year. (July 1)
Next Task: Complete construction documents and bid documents.
Budget: \$120,000
Description: This project relocates and replaces a sanitary sewer line from underneath the City Fire Station on NW 10th Street.

Project: SW Abalone-Brant Street Improvements (OMSI Street Improvements)
Project Number: 2014-002
Contractor: Civil West Engineering
Status: Completing bidding documents.
Next Task: Final Public engagement meeting is scheduled for May 27.
Budget: \$3,020,000
Description: Street improvements including SW Abalone from Abalone to SW 35th Street, SW 30th from Abalone to Brant, SW Brant from 30th to the South Jetty Road, and SW 27th from Brant to Abalone.

Project: SE Ferry Slip Road Street Improvements
Project Number: 2014-003
Contractor: Civil West Engineering
Status: Completing bidding documents.
Next Task: Final Public engagement meeting to be scheduled for May 28.
Budget: \$3,600,000
Description: Widening of SE Ferry Slip Road from SE Ash Street to SE 32nd Street. Includes installation of storm sewer and a multiuse path from SE Ash Street to SE Marine Science Drive on west side of SE Ferry Slip Road.

Project: Safe Haven Hill Tsunami Evacuation Improvements
Project Number: 2011-014
Engineer: Civil West Engineering
Status: Completing bidding documents.
Next Task: Final Public engagement meeting to be scheduled for May 27.
Budget: \$576,840
Description: Sidewalk and trail improvements to make Safe Haven Hill in South Beach more accessible in a tsunami evacuation.

Project: Storm Water Master Plan
Project Number: 2013-012
Engineer: Civil West Engineering
Status: Developing public engagement portion of plan.
Next Task: Hold public meetings to discuss master plan recommendations. Permit Application.
Budget: \$147,452
Description: This project develops a storm water master plan which accurately models the hydraulic capacity of the City's system, proposes capacity related projects, proposes code revisions to address water quality and erosion and sediment control issues, and makes recommendations for SDC adjustments based upon project recommendations.

Project: Aquatic Center
Project Number: 2013-019
Architect: Robertson Sherwood Architects
Status: Bidding documents are complete.
Next Task: Advertise project.
Budget: \$8,200,000
Description: This project is to construct a new aquatic facility south of the existing recreation center. Final aquatic center will include an 8 lane competitive pool, a recreational/therapy pool, and hot tub. Funding was provided through a General Obligation Bond approved in the Fall of 2013.

Project: City Hall Campus Parking Improvements (Aquatic Center)
Project Number: 2014-004
Engineer: Civil West Engineering
Status: Bidding documents are complete.
Next Task: Advertising project on May 13.
Budget: \$870,000
Description: This project is to construct parking lot improvements driven by the new aquatic center construction and to relocate utilities that will be in conflict with the new aquatic center.

Project: Candletree Water Booster Station (NE 7th Street)
Project Number: 2014-016
Engineer: Civil West Engineering
Status: Preparing preliminary engineering and performing water system modeling.
Next Task: Water system modeling.
Budget: \$500,000
Description: This project is to replace the existing Candletree water booster station located on NE 7th Street by the intermediate school with a new station. The existing station is old and cannot supply sufficient water capacity without the assistance of the Yaquina Heights Tank. The tank need to be taken offline for repairs so the station needs to be upsized and completed first.

Project: 2014-15 Street Overlay Project
Project Number: 2014-006
Engineer: City of Newport Engineering
Status: Project is advertised.
Next Task: Bid opening.
Budget: \$288,245
Description: This is the annual overlay project and includes providing bituminous overlay of poor condition asphalt streets and paving of some gravel streets. The project this year includes Case Street from Hwy 101 to Elizabeth Street, NW 58th Street, NW Olive Street west of Hwy 101, NW Nye Street between NW Olive Street and NW 3rd Street, and NE Avery Street from Hwy 101 to NE 71st Street.

Project: NW 10th Street Fire Station Seismic Retrofit
Project Number: 2014-003
Architect: unknown
Status: Contracts with IFA complete.
Next Task: Advertise RFQ for Architectural services.
Budget: \$1,500,000
Description: Structural revisions to the main fire station to ensure it is immediately habitable after a significant seismic event..