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MEMO

DATE: May 9, 2017

TO: Mayor and City Council

FROM: Spencer Nebel, City Manager

SUBJECT: Status Report for the eight-week period ending Friday, May 5, 2017

I apologize for the delay in getting the status report out to you. The budget period is always problematic in getting a timely report out to the Council with all of the budget activity, Vision 2040 activities, as well as a conference thrown in the mix. Needless to say, it has been a very busy eight-week period.

Highlights of Activities include the following:

- Held a meeting, via conference call with the OCCMA Bylaws and Constitution Committee. I chair this committee, and we are rewriting our governance documents for the Oregon City County Management Association.
- Met to discuss the upcoming quilt show at the Recreation Center with Peggy Hawker and Jim Protiva. We are approving a small reduction that is underneath the limit that City Council has to approve for these types of events. Furthermore, we will have to develop a parking plan, since this event will be held in conjunction with the Farmer's Market as well.
- Held a routine Airport staff meeting with Lance.
- Participated in the monthly Lincoln County Manager's meeting.
- We discussed background checks for the VAC and PAC. The city has been doing these at no charge to OCCA. In discussing it with Catherine, she indicated that the city had requested that the background checks be done. We will revisit this issue to determine whether we should continue this practice.
- Participated in a solar eclipse planning meeting. We are planning to have a presentation on the efforts for the City Council at the May 15 Council meeting.
- Presented a plaque to Jim Salisbury, who has retired from the city. We are using Jim on a part-time basis to follow up on a number of projects that included his involvement. Jim requested that we not hold any public get together for his retirement.
- Met with Jason to review Police Department operations.

- Met with Rob to review Fire Department operations.
- Held a group meeting on capital outlay projects and equipment in preparation for the budget.
- Took a vacation day on Friday, March 17.
- Participated in the Newport Fire Department Awards Banquet at the Best Western. Melanie did a very nice job of coordinating this event.
- Prepared an agenda for the March 20, 2017, City Council meeting and work session.
- Held a routine department head meeting.
- Met with the Mayor to review the agenda.
- Participated in two system development charge/construction excise tax meetings. There is a very good cross-section of individuals involved with advising the consultant and Planning in this effort. This will be going for review to the Planning Commission with the City Council holding a public hearing at the July City Council on these possible changes.
- Spent the better part of four days with Mike and Linda meeting individually with each department head on their proposed budgets for the 2017-18 fiscal year.
- Met with Charlotte Dinolt from the Sylvia Beach Hotel regarding improvements they are making to the hotel. Since they are exterior improvements and since this is one of Newport's recognized historic structures, these changes had to go through a historic compliance review with the Planning Commission. Notice is sent to adjacent property owners to allow them to comment as well. Unfortunately, there was no way around this requirement, and this was going to create a delay in this project. While they were disappointed, they said they knew they were designated as a historic structure, and should have taken the appropriate steps.
- Attended a YBEF meeting. I conducted a "meeting in the box" with this group. It went very well, and obtained a lot of good information from this process.
- Had several beautification committee meetings.
- We met with our consultant, White's Landscaping, to review preliminary concepts, and in a later meeting to review final concepts for several public areas in town, including the Nye Beach Turnaround, our new parking lot on Angle Street, the round-about in South Beach, and the Performing Arts Center. Mr. White cautioned us that in some of these areas there are very limited things we can do other than plantings that do well on the beach. He noted this was particularly true at the PAC. We will be going out for proposals on these four sites to try to get this work done yet this fiscal year.
- Met with Barb to review draft volunteer policies.
- Met with the Sister City Committee. While there were efforts to get a student group together for 2017, there is not enough interest to make this work. We will be notifying Mombetsu that we will not participating in an exchange this summer. Hopefully, we can get a student group together in 2018.
- Participated in the dedication of the new sculpture at the Aquatic Center. I appreciate everything that City Recorder, Peggy Hawker, has done in order to steer this Percentage for the Arts Project over numerous hurdles in order to get this accomplished. Furthermore, I appreciate her efforts in coordinating the dedication of this sculpture as well.

- Took Monday, March 27, 2017, as a vacation day. Angela and I went to Estacada to pick up our new pup, Chopper. Our lives have not been the same since!
- Conducted a “meeting in a box” for the Port of Newport Commission. The Port also allowed audience members attending the meeting to participate as well in the process.
- Met with developer, Brett Fox, regarding his interest in developing the lot located where the former restaurant was by the Antique Mall. Brett is also continuing to work on a couple of other potential retail projects for Newport.
- From Tuesday, March 28 through Friday, March 31, 2017, I was working at home on preparing the budget. I spent part of a couple days during the first week of April working at home on the budget as well. It is helpful getting away from the regular interruptions that occur in the office, so that I can focus on getting the work done!
- Mayor Roumagoux and I participated in the unveiling of the NOAA Interpretive sign located at the cul-de-sac next to the NOAA facility. There is a nice description of what NOAA does in Newport, and each of the vessels is described on this interpretive sign.
- Prepared agenda items for the April 3, 2017, Council meeting.
- Participated in a routine department head meeting.
- Met with the Mayor to review the agenda for the April 3, 2017, meeting.
- Met on a personnel issue with Barb.
- Worked from home on Tuesday, April 4, and Wednesday, April 5, on the budget.
- Participated in my monthly KCUP radio show with Cheryl Harle.
- Peggy, Steve, Tim and I met regarding the Power Motor storm sewer failure that created damage to the lot. The city paid to patch the storm sewer; however, our insurer is indicating that this storm sewer is located on private property. The insurer does not plan to pay Power Motors claim. We will be talking a little more about storm sewers with the Council in an upcoming work session.
- Met with Jason, Rob, Barb, and Richard in regularly scheduled department meetings.
- Met with Melissa on the Airport Layout Plans, which are part of the Airport Master Plan that is being developed.
- Met with Barb to proceed with a review of Jason Malloy’s fit to be permanently named as the Police Chief for the city. We are pulling together a citizen’s committee representing different viewpoints in the community. We will also include representatives on a law enforcement panel, as well as an internal city panel to determine Jason’s fit to serve as the next Police Chief for the City of Newport. The process could either determine that Jason should be offered the Police Chief’s position, or the process may determine the city should open up the process to recruit other potential candidates as well. Overall, I think Jason has prepared himself well to be Police Chief, and he has handled his interim responsibilities very competently.
- Met with Lorna Davis, and Jamie Rand on the report that the Council heard at their last Council meeting regarding Destination Newport Committee activities for the year.

- Met with representatives from the Lincoln County School District (LCSD) to discuss a process for determining whether the City Council would be interested in transferring the old pool facility to LCSD.
- Met with Lorna Davis to discuss the upcoming renewal of the tourism fulfillment agreement that the Chamber currently provides to the city. I indicated to Lorna that I would be willing to recommend that the City Council forego a proposal process for this renewal. Lorna was certainly supportive of that. Council did authorize us to go through a negotiation process. I would anticipate having an agreement back to the City Council at the first meeting in June for the Council's review.
- Met with Dennis Bishop to discuss the vending ordinance, and the status of Cherokee Lane.
- Met with Mike Warren regarding whether the city was interested in purchasing any of his property located next to the Water Plant. We have discussed this matter internally, and we do not see a need for the city to own a portion of his property at this time.
- Met with Melissa on the Airport Master Planning efforts.
- Met with Mike and Linda to continue efforts to refine the proposed budget.
- Derrick and I met with Mark Saelens (as a citizen) regarding access to property he is considering to acquire.
- Attended the monthly lunch of the Lincoln County Managers, which was held at the Guin Library at Hatfield. Rich Belloni was there to discuss with the various managers the potential use of school facilities for the eclipse. Furthermore, I had Derrick give an update to the managers a number of the policies that will be presented to the City Council to deal with housing issues.
- Attended the 2017 Northwest Regional Manager's Conference in Welches, Oregon beginning Tuesday evening and running through Friday, April 11-14. During my time at the conference, I was provided the chance to recharge my batteries a bit, but at the same time was pulling together the final details of the budget, so had plenty of city business to do while attending the conference.

Conference Summary:

- Attended a session with Dr. Michael Shadow, PHD, about framing messages. People frame issues before they know all the facts. That is why it is important to hit the initial subject right of way. For example: if you said, "While there are elephants in Africa, giraffes are much more common." then, your listeners are going to be focusing on elephants not giraffes, if giraffes were the intended subject of the discussion. Likewise, if you start a conversation with, "You need to raise taxes to meet the various services," the listeners are going to focus on taxes, not the services that are provided.

Dr. Shadow indicated that a good example of changing the conversation frame was related to smoking in public places. When this issue was framed as a personal choice to smoke or not smoke restricting individuals from smoking in public places did not get very far. This issue got reframed with the argument that those who breath second hand smoke have no choice if there are people smoking in public places. He also spoke of framing issues

in either thematic or episodic way in dealing with homelessness. The thematic way to deal with this issue would be a statement, such as: “Tonight in our city every bed is taken with over 300 families out in the street. A thriving and caring community must do more to affect homelessness.” An episodic example is: “Mary is homeless tonight because of a fire.” It is important to frame conversations using positive statements. For example, “We should all have a choice to breath clean air, versus we shouldn’t have to breath smoke.” “Or thriving communities need good roads, clean water, great parks, and in order to accomplish this the city will need to look at an increase in our tax levy,” not we need to increase taxes to pay for cities.

- Attended a session on developing new talent. It is suggested that a working group for leadership management be established among the second tier of employees in a city organization. This working group will help build the necessary future leadership for the organization. Across the United States there is a real shortage of talented folks applying for key jobs. Training from within the organization is a key strategy to counter this trend. In the City of Sandy, a Master’s in Public Administration like program was established for city staff. This program met twice a month. Faculty for this program were recruited from the community. Staff had the opportunity to participate in formal classes, but more importantly the discussions among staff members in a more philosophical matter were a primary benefit to the organization going forward. The City of Lake Oswego has the Kincade Internship. The city has retained a number of these interns as full-time city employees. Several cities use the ICMA webinars to watch as a group, and following the webinar the city group participates in their own Q and A. One of the things that came out of one of these processes was discussion about the standard annual employee review. It was the opinion of the speaker that annual reviews can do more harm than good. The annual performance review should be replaced with a more informal process, which is more powerful and less damaging than evaluation reviews.
- Attended a session on using behavioral insights to improve city programs and services. This program comes by way of the Bloomberg Philosophies, and is called, the “What Works Cities” initiative. This is their website - whatworkscities@bloomberg.org. This program uses the behavior to develop policies that are based on EAST (Easy, Attractive, Social, Timely). Social policies focus on herd mentality where people will follow the pack whether they are right or wrong. Attractive catches people’s eye. A program is presented well. Social has a personal touch - something beyond a “dear customer” letter. Timely is important because people want immediate satisfaction. A good example that makes a lot of sense that is difficult to get people to embrace is having individuals save early for retirement. Lexington, Kentucky implemented an auto-pay water bill program. In order to successfully implement this program, they used the key components of EAST as follows: easy (clear directions), attractive (don’t miss out), social

(personal touch), timely (clear deadline). They included a contest for those who signed up prior to a certain date being eligible for a \$100 utility credit.

- Attended a presentation on 21st Century Policing from Leonard Matarese from the ICMA Center for Public Safety & Management. The key to 21st Century policing is: (1) building trust and legitimacy of the police department in the community, (2) having solid departmental policies, and oversight to assure those policies are being adhered to by personnel, and (3) full use of technology and social media to communicate with the general public. Community policing continues to be important. This is not having one person that walks the beat, but all officers engaged in the principles of community policing and crime reduction. Maintaining officer health and safety is also important. These are very challenging times for police officers. Officers also have a high rate of depression, and other similar personal challenges. Finally, training and education continues to be a critical component for moving departments forward, and understanding the dynamics of a changing world.

Furthermore, it is very important to recruit different folks from different backgrounds, education, and otherwise. Finally, the biggest stressor for police officers is inevitably their immediate supervisors. Reworking this relationship is critical in 21st Century policing.

- It was indicated that if officers are spending more than 60% of their time on calls, they are too busy. It is important for our officers to be able to have patrol time, and have opportunities to intermingle with the public outside of their calls for service. Departments need a solid system to follow up on complaints, with good reporting back to the complainant. Police officers need to assume that they are being videoed with every action they take - because today they are. There also is the dilemma within the police ranks of Police officers being warriors versus protectors. Today it is important to resume the role of Police officers as peace keepers. This helps in the whole community policing format. Some cities have reviewed their screening process for officers that excludes "normal people" from serving as police officers. For example, using marijuana at some point in their life may not be a good eliminator of potential officers. Credit ratings is another issue as well that screens out people that may have had financial problems in their past who may be good officer material. Most screening processes also screen out too many women candidates.

In Buffalo, New York, their recruiting efforts eliminated images of officer's dogs and guns, and instead show regular folks who wanted to help people and kids. There also has never been a study to show that a degree makes any difference in the success of an officer. One community has had good success in recruiting coffee baristas who make good officers. Someone who can handle multiple order of multiple beverages, and deal with the public in a good way is a good candidate for a police officer. Departments

are also warned about maintaining a militaristic appearance. It should avoid dressing as going to battle, since this can influence both the behaviors of officers, and the citizens in which they are interacting. Body worn cameras are a critical component for police work in the 21st Century. Departments need solid policies, and needs to then compare these policies to actual practices of officers in the field. The District Attorney should be involved with these policies as well. These policies include: public release of video, does an officer get to see the video when they are part of a shooting, can other officers review other officer's video, and what role do supervisors have in reviewing video.

- Attended a session on Police Chief - City Manager Relationships. It is important to have a clear understanding of the values of the city, and of the department. It is also important for a strong relationship to understand each other's perspective in performance of their jobs. It is important again for the Police Chief and City Manager to be supportive of each other, while also developing trust between the community and the department. It is also important to have an environment where issues can be discussed and debated privately. However, at managing the city, the manager must make the final call.

Issues that get in the way are different management styles and collective bargaining. It is important for both the manager and the chief to periodically send notes of appreciation when a job has been particularly well done. Use of ribbons and awards is still important to employees in Police and Fire organizations.

- Discussed the New Federal Reality. Two Federal lobbyists shared their impressions of the change in Washington. The loss of congressional earmarks made a big difference in moving along big legislation through Congress. These individual district projects helped pass legislation, and created some great local projects as well. Under the Trump administration, it has been a very chaotic period of time, but should settle down when 500 sub-cabinet positions are filled by the President. Less than 10% had been appointed by the President by the time of the conference. This has slowed down the White House's ability to deal with specific legislative issues. The Heritage Foundation wrote the backbone of the President's budget in part because there are no assistant secretaries to do that work. Much of what was in the budget was not even President Trump's idea. Furthermore, the White House is not able to react to specific legislative details since there are no key positions filled with people who can react. The Trump administration will take some time to learn how to govern, but they are not there yet.
- Attended a Session on Building a Vibrant and Healthy Organizational Culture. In any organization, you have employees that range from enthusiastic, to okay, to I need a paycheck, or I hate my job. The goal of

improving organizational culture can be to move everyone up one notch. You will never make everyone enthusiastic or okay.

Employees should feel good about their job, and wanting to get into work. There are three questions that organizations can ask themselves: (1) what is important around here, (2) what should be important, (3) what should be the most important thing around here (this is more aspirational). These values should be incorporated in hiring evaluations, training, and compensation for a city organization.

- At the OCCMA Board meeting, which was held at the end of the conference, I presented the draft bylaws and policies that our committee has drafted for the Board's review. The Board was very pleased with the progress that had made on the governance documents. Our goal is to have these adopted at the annual fall meeting, which is held in conjunction with the League of Oregon Cities annual meeting.
- I enjoyed the opportunity to participate in the Northwest Manager's Conference.

Highlights of Activities, continued:

- Prepared agenda items for an April 17 work session, and a regular meeting.
- Held a routine department head meeting.
- Met with Mayor Roumagoux to review agenda.
- Met with Barb and Rob on a Fire Department personnel matter.
- Met with former Councilor Ralph Busby on an idea he has to develop a park in the area east of Fogerty where we experienced a landslide earlier this year. There is a couple of parcels of private property, but with the stability issues in this area, it may make sense for the city to acquire those private properties and keep this area as a green belt. I indicated I would share his ideas with the Council and staff.
- Derrick, Tim, Rob and I met with Bonnie Serkin to review some of the design criteria which they hope to incorporate into their next project. One of the big concerns has been minimum street widths. The City's policy of having a minimum street width of 24 feet is a bit counterproductive to the high-density neighborhood design they want to incorporate into the next phase. We indicated we would be open to alternatives to a 24-foot street width, as long as our major equipment will have adequate access to get through the community and around corners in the community as well.
- Steve, Tim and I met regarding cancelling a bid project with Insituform. This project was bid last year, and Insituform has not been able to proceed with this project. Currently liquidated damages are accruing. Our primary goal is to get the project completed, which is the relining of the storm sewer that runs under a number of buildings. The storm sewer runs diagonally from the Hwy. 101/Sixth Street intersection. We have reported this potential default to the bond company that insures this contractor. The contractor is now indicating they will be able to get a crew in place by May 22, 2017. They are asking us to waive penalties due to the

historically wet winter we have had that has made them unable to do this work (they say). At this point, we just want to get the work completed, so hopefully we will be able to negotiate some sort of adjustment to make this happen.

- Participated in the annual Volunteer Appreciation Dinner. Overall, it was a very nice event, and people seemed to enjoy the change of venue for this event as well. Melanie Nelson took the lead of pulling together the Volunteer Appreciation Dinner this year. I appreciated Melanie's hard work and efforts!
- Met with Rob Thompson, Ken Riley, and their consultant, Joe Cook, to discuss the annual financial report. As was reported at the City Council meeting there is a larger adjustment that is due this year for the disposal rates. I do believe it is better to make these full adjustments instead of deferring a portion of it. This only results in a significantly higher increase in the next year. Council approved Thompson's request.
- Met with Mark Gable from the FAA. Mark is the CERT inspector assigned to the Newport Airport. Mark was making the argument about why the city should operate the Airport without a Part 139 certificate. This decision will ultimately be made by the city following the completion of the Master planning process for the Airport.
- Participated in a joint work session with the City Council and the Airport Advisory Committee on the Master Plan. This was followed by a Public Advisory Committee meeting with the consultants to finalize additional chapters of the Airport Master Plan.
- Held regular weekly meetings with Jason, Rob, Richard and Barb on various departmental issues.
- Participated in a Vision 2040 Steering Committee meeting. The next steps are utilizing committee members to begin the process of drafting vision statements for the city. These statements will be based on the information that has been collected from the beginning of the process. Once these draft vision statements are completed, they will then go through another intensive community vetting process. This will help us to determine what we have done right, and how far we are off the mark on these vision statements. We had great participation from the Visioning Committee at this meeting.
- Held additional meetings with Finance to place the final touches on the proposed budget.
- Participated in interviews for our Emergency Coordinators position. We have second candidate that we plan to interview, and after that interview is completed, we hope to be able to make an offer in order to finally get this position filled.
- Met with Tracy Flowers, who is interested in renting the Flashback building for use as a homeless shelter. Tracy has been involved with the inclement weather shelters up to this point. She is very interested in providing a year-round facility. I indicated to Tracy that the Flashback building is slated to be torn down in a couple of years. She still expressed an interest in pursuing the rental of that building for this purpose.
- Barb and I participated in a conference call with LGPI to determine when the salary survey updates will be completed. Because of some of the delays we had in pulling together the job descriptions, and the job position questionnaires, LGPI is behind where we wanted them to be. At this point, they are expecting to have their data

compiled around July 1, 2017. This is going to create a few complications in that we will need to carry over contingency from 2016-17 Fiscal Year to pay for those adjustments. This was how we intended to pay for the first year adjustments for non-union employees. I have indicated to the non-union employees that this would be retro-active beginning with the 2016-17 Fiscal Year, when the adjustments are done. This is consistent with what was done for the Public Works unit. I will keep you posted as to the progress on this salary study.

- Mike and I participated in a conference call with CM Hall to do a budget orientation for her. Later in the day, we conducted a budget orientation for Councilor Goebel, Richard Mattioli, and Edward Backus.
- We held our monthly Emergency Management Committee meeting. The big focus for this meeting is upcoming eclipse. As indicated earlier in this report, we plan to give an update to the Council at the May 15 City Council meeting.
- Met with Lance to review the operations of the Airport.
- Worked on finalizing the budget message for the 2017-18 Fiscal Year budget.
- The first meeting of the Budget Committee was held on Tuesday, April 25, 2017. I appreciate the Budget Committee muscling through the entire document during the first evening, and identifying questions, or items for potential modification from the budget. At the second Budget Committee meeting, the committee will take up each of these individual issues, and then make its determination as to what changes should be made to the proposed budget.
- Participated in interviews for the permanent filling of the Senior Executive Assistant in the City Manager's office. We have made a job offer to one of the candidates, and once that is final I will announce it to the Council.
- Participated in an SDC/CET Advisory Committee meeting. This was intended to be the last meeting of this committee. There were a couple of issues that would be handled via e-mail with the committee members to finalize the recommendation going forward the City Council.
- Attended the April YBEF meeting.
- I hosted Mike Murzynsky on KNPT radio show on Newport Today. The obvious topic of this discussion was the 2017-18 City Budget.
- Met with Councilors Saelens and Swanson to discuss the SWAC Committee. This committee is made up of twelve members with a representative from each of the seven incorporated cities. There is also one representative from each of the three sanitary and recycling companies, one representative from County government, and one public member at-large appointed by the Board of Commissioners. SWAC is doing some long term visioning to determine longer term priorities that the residents of Lincoln County have for the handling of solid waste. Mark indicated that at some time in the fall, they are going to invite the elected officials to one of several sub-Lincoln County regional discussions. They hope to get input from local community elected officials on the development of this long term vision for managing solid waste. (Mark was participating in this meeting in his role as District Manager for the Lincoln County Solid Waste District, and Laura as the Council's representative on SWAC).
- Rachel Cotton and I met to finalize the Vision 2040 drafting teams.

- We had our initial organizational for negotiations with the Newport Fire Fighters. Their contract expires on June 30, 2017. We established a number of dates for future negotiations with that process kicking off in June.
- Steve, Barb, and I participated in an informal hearing on the unfair labor practices filed by Andy Parker from the Fire Department. We will need to finalize a position, and get back to the Association regarding this matter. This is a little complicated by the fact that the Association has elected a new President (previously Andy was President) and officers since this issue was initiated.
- Prepared agenda materials for the May 1, 2017, City Council meeting.
- Held a routine department head meeting.
- Met with Council President Wendy Engler to review the agenda for the regular meeting.
- Participated with members of the Council in the dinner celebrating “Older Americans Month” that was held at the 60+ Center. The dinner guests were ninety years or older. It was a very nice event.
- Mike, Peggy, Linda Brown and Linda Wertman (our new Finance Projects/Grants employee) met to review our overall city processes for dealing with grants. At the end of this meeting, we have charged Linda W. with developing a policy for our future review. Once we fine tune the policy, we will present it to the department heads to get their feedback on this issue. It will be very important to have a comprehensive policy to guide our future administration on grants, from the initial application through the ultimate closeout of the grants.
- Peggy, and I met to resolve a number of issues regarding the placement of art in City Hall. First of all, we want to group together all of the Rick Bartow collection. We are going to have an interpretive plaque talking a little about who Bartow was for those who may not be familiar with him. In addition, we have hung pictures in the Council Chambers from our Sister City. We will also be developing much cleaner information plaques talking about the gifts to the city for both the 40th and 50th anniversaries. These will replace the mismatched documents that explain the artwork throughout City Hall.
- Tim, Derrick, Steve, and met to discuss the responsibility for storm sewers and street responsibilities. The city’s formal records of accepting streets and storm sewers, as well as other utilities is a little lacking. As of late, we have had a number of significant storm sewer failures for storm sewers that cross private property without an easement (generally). The question of responsibility for repairing these storm sewers is something that is a little unclear. The responsibility for damage done to buildings on top of a storm sewer is also a bit unclear. The same is true is with a number of our streets, particularly those that have been improved by private parties. At what point is the city responsible for maintenance of those streets, and when is a private property responsible for maintenance of that street? These are issues that have been dealt with on a somewhat inconsistent basis in the past. It would be good to develop a clear policy about how to handle these issues going forward in the future.
- Participated in KCUP’s radio show with Cheryl Harle,
- Steve, Derrick, Jason, and I met to discuss concerns that Bob Berman has relating to Code Enforcement for a vacation rental located at 171 NW 73rd Street. In

reviewing the information, it appears that the enforcement issue got lost between the changing of Code Enforcement officers, and there is a little bit of confusion between enforcement by the Police versus the Community Development Department on these issues. It was obvious that there was a violation of this unit by advertising more space than they are licensed by the city to utilize for vacation rental purposes. Derrick was going to send a violation letter to the owner.

- Steve, Derrick, Jason, and I met on the Cherokee Lane issues. This has been quite a circuitous issue that the city has been dealing with for a few months. It is my intent to have a report on the status of these issues for the Council meeting on May 15. Unfortunately, in this situation it will be impossible to make everybody happy, and probably more likely to make everybody unhappy about any resolution to these issues.
- Steve, Derrick, Tim, and I met regarding a request to extend a private sewer line in the Avery Street right-of-way. Tim indicated it is not a good idea, since the public sewer is located close to the property line on the Hwy. 101 side of the property, and can be easily extended with the expenses probably not being any different than sending a private lateral line in the right-of-way. I asked Engineering to get back to the property owner to make sure they understand that there is a very viable option that should economically be reasonable for them to implement.
- Held weekly meetings with Police, Fire, HR and Information Technology.
- Tim, Jim Guenther, and I met to talk about the proposed beautification projects for the Nye Beach Turnaround. The only concern that Tim has is when paving occurs there could potentially be some damage to the material planted in this area that is primarily European beach grass. Tim was certainly in favor of removing all the rock cobble from these sites, which tends to collect weeds and garbage.
- Peggy and I met with Kevin Greenwood to discuss the round-about plans for beautifying that area. Kevin was supportive of that plan going ahead. Kevin is interested in getting a conduit and electricity to that site to light the buoy that may be located in the center of the traffic circle.
- Met with Ed Wiles to discuss the redevelopment of the RV Park they have acquired located near the theater in Agate Beach. Ed would like to position the property for the development of affordable multi-family housing. He was very curious to see what was happening the various housing incentives. What he would like to do is put together a package and work with housing developers in the State to see if they can make this project pencil out.
- Participated in a phone interview with Peggy for the Deputy City Recorder. An offer was made to fill this position; however, the offer was rejected. We have a couple of other options going forward.
- Derrick and I met with Cynda Bruce and Fred Collazo, to discuss their transit planning process that is occurring. They are very interested in revisiting the “tourist loop” that currently exists. They have done some extensive surveying, and have determined that the vast majority using the “tourist loop” are folks working in the hotels to get to and from work. With the parking study coming to a conclusion, the consultants for the Transit Authority are interested in looking to see how transit could play a role in helping to facilitate parking, particularly on the Bayfront and in Nye Beach. This may be something the consultants working on the long-term plan

for the transportation district can refine to the next steps for our review and consideration.

- Saturday, May 6 was Loyalty Days. The weather was cooperative as well!

Upcoming Events:

- I am taking some vacation time on Monday, May 8, Wednesday, May 10 through Friday May 12. I am working on agenda items, and I will deduct any work time from my vacation days. I anticipate working on agenda items in the evening after I get done with my yard projects during the day. If you need to get in touch me, please feel free to call my cell phone or home phone. Leave a message and I will get back with you as soon as I can.
- On Tuesday, May 9 @ 5 PM the Second Budget Meeting will be held
- The Law Enforcement Recognition Banquet will take place at 5:30 at the Agate Beach Best Western on Friday, May 12.
- On Monday, May 15, at 5:15 PM, prior to the Council meeting, we will be dedicating the artwork by the late artist, Rick Bartow,
- Tuesday, May 16 @ 6 PM - Third Budget Meeting
- Samaritan Pacific Communities Hospital will be breaking ground for their new hospital on May 23, at 3 PM, Case Street Parking Lot behind the hospital (look for the tent)
- I will be taking a couple of days off in the week leading up to Memorial Day.
- Monday, May 29 City Hall will be closed in observation of Memorial Day
- Tuesday, July 4 City Hall will be closed in observation of Independence Day, there will not be a City Council meeting on July 3, as there is only one meeting scheduled this month, which will be July 17.
- Tuesday, July 11 - Friday, July 14 - I plan to attend the OCCMA Summer Conference in Bend, Oregon.
- Monday, July 31, the Navy Fleet will be visiting Yaquina Bay. There will be number of events that will be tied to this visit.
- Monday, August 21, total eclipse of the sun.
- Tuesday, August 22, the second City Council meeting in August will be held on Tuesday due to the eclipse.
- Thursday, September 28-30, LOC Annual Conference at the Double Tree Hilton in Portland
- Saturday, October 21 - Wednesday, October 25 - I plan to attend the ICMA Conference in San Antonio, Texas.

Attachments:

- ❖ Letter from Public Works Department notifying property owners that a proposed upcoming improvement project along U.S. Highway 101, N.E. Megginson Street, and N.E. Golf Course Drive will not take place until 2018.
- ❖ Coast Guard Meeting Notes from an April 20, 2017, meeting dealing with the Coast Guard City designation.

- ❖ Meeting on US Highway 101: SE 32nd Street - SE 35th Street (Newport Project) between City staff and Quincy Engineering to resolve storm water issues in a way to reduce cost.
- ❖ Letter from Rudy Frazzini, Forester for Hancock Forest Management - notifying city on plans to apply herbicides, via backpack, on managed lands between April 1 and June 30, 2017. We have received this letter in previous years. Tim Gross has reviewed this practice with Hancock in the past, and has determined that it has materially no effect on the water quality in the reservoirs. In light of representations made to the media regarding Depoe Bay, we are initiating further discussions with Hancock to see if there are any other alternatives they would consider.
- ❖ Copy of Resolution No. 2016/17-5, LCSD, Increase of Construction Excise Tax Rate. This is an inflationary adjustment.
- ❖ February Occupancy Room Report provided by Lorna Davis, Chamber of Commerce.
- ❖ Invite to join the Samaritan Pacific Communities Hospital to break ground for their new hospital (see upcoming events for date and time).
- ❖ Newport Police Facebook garners great recognition from "The Oregonian"
- ❖ Thank you note from Newport Swim Team
- ❖ Letter from Patrick Hannan on Hurbert Street signage, and public restroom signage.
- ❖ Thank you note from, Pery Murry, retiring City Recorder from Depoe Bay.
- ❖ Thank you note from the organizers of the People's March for Science
- ❖ Newport Vision 2040 - Emerging Themes. This is a brief summary of the types of comments that have been received to date. Drafting committees have been created to develop preliminary vision statements based on the information received. There will be another round of public engagement to receive comments on these statements in early summer.

Finally, I want to extend best wishes to Dan Roumagoux for a speedy recovery with his new knee, especially after have a bit of a setback. Also, it was nice to celebrate Councilor Swanson's birthday at a budget meeting as well!

I hope everyone has a great week, and that each of you have had a chance to get out and enjoy the sunshine.

Respectfully submitted,



Spencer Nebel, City Manager

The City of Newport Public Works
169 S.W. Coast Highway
Newport, OR 97365

Coast Guard City, U.S.A.



phone: 541.574.3366
fax: 541.265.3301
www.newportoregon.gov

Home Port of NOAA Pacific Fleet

March 27, 2017

Dear Tenant/Property Owner:

The City of Newport has initiated a public improvement project along **US101, NE Megginson St and NE Golf Course Drive** in order to upgrade water, storm sewer and other infrastructure elements. The existing water system in this area is old and undersized, and this has led to several water line failures. Local flooding has also occurred in the area due to the lack of storm sewer.

As part of the project's initial stages, the City of Newport has held a series of public meetings. Meetings were held on, April 6th, May 11th, and August 3rd, 2016. This letter is intended to provide an update to the project status.

The design engineering firm (Civil West Engineering, Inc.) was directed by City Council at the November 7, 2016 meeting to perform a feasibility study in conjunction with an Engineer's Report. The Feasibility Study will define the issues to be resolved by the project and offer options along with high level cost estimates. The Engineer's Report will discuss project funding and potential scope. City staff has received the draft version of this document and provided review comments back to Civil West. Upon receiving a final copy this report will be presented to City Council.

The Golf Course Drive project is proposed to be partially funded through a Local Improvement District (LID). The LID process has a series of public hearings that are required prior to implementation, if approved. Due to the timelines necessary for the LID process, construction of the Golf Course Drive Improvements is not anticipated until 2018.

Sincerely,

A handwritten signature in blue ink that reads "Jayson Buchholz".

Jayson Buchholz, P.E.
Senior Project Manager
P| 541-574-3374
F| 541-265-3301
j.buchholz@newportoregon.gov

COAST GUARD MEETING NOTES

APRIL 20, 2017

Attendees

Chief Executive Officer, Jason McCommons, U.S. Coast Guard Station Yaquina Bay; Sandra Roumagoux, Mayor of the City of Newport; Mark Miranda, USCGR and Retired Newport Police Chief; Fran Mathews, Marine Discovery Tours; Patti Ferry, Office Manager and Leadership Lincoln Coordinator for the Greater Newport Chamber of Commerce; Gay Lynn Roth, USCG Ombudsman; and Peggy Hawker, City Recorder/Special Projects Director for the City of Newport.

Invited, but unable to attend were: Jennifer Stevenson, Newport Fishermen's Wives; Kevin Greenwood, Port of Newport; and Bob Harvey, Assistant Fire Chief for the City of Newport.

Discussion

This is an informal committee, and it is suggested that it meet quarterly. The intent is to document what has been done with the Coast Guard, on a more regular basis, to facilitate the renewal process for the Coast Guard City designation. These meetings will also allow for the potential implementation of suggestions that arise during the quarter.

It was recommended that congratulatory letters from the Mayor be sent when the Coast Guard has promotions, appointments, etc. City staff will become aware, and advise the Mayor, of these changes via social media, particularly Facebook, as the Coast Guard has a Facebook account that it regularly updates, but generally after an event (for many reasons, including security).

There will be a Change of Command celebration of July 7, 2017 when the new Commanding Officer, Chief Warrant Officer Thomas Malloy, comes on board.

The sector wants to get the word out about boater education, particularly in the areas that the boaters are coming from. The sector is working on a press release to assist in this effort, but those communications must be vetted by appropriate Coast Guard personnel.

A discussion ensued regarding who would hold the records from these meetings, and Mark Miranda agreed to be the repository for records.

A discussion ensued regarding a "welcome wagon" type of program for "newbies" at the Station. It was suggested that this could be a basket that would include a Newport video, Chamber of Commerce packet of information, and other items collected from the community. A discussion ensued regarding coordination, and knowing who the "newbies" were. It was noted that the greatest influx of "newbies" come in the June - August period.

It was suggested that a letter to Newport businesses could be utilized to determine whether businesses are interested in offering a discount to active military personnel. The discount could be obtained by showing an active military identification card. It was also suggested that perhaps decals or stickers could be provided to participating businesses so the “newbies” would know, heading into a business, whether it was one that provided the active military discount.

Another suggestion was that interested people/businesses could donate to the USCG morale fund.

A suggestion ensued regarding the development of a “Meet Your Coastie” program in which the coordinator would coordinate with the Newport News-Times to run a regular article featuring Coast Guard personnel. It was suggested that this task be taken on by a student from the Newport High School journalism class. The student(s) would write the articles and take the photographs. It was noted that the articles would need to be vetted by Coast Guard personnel. It was also mentioned that the students could write several articles so that there were no gaps during summer break.

It was noted that there is currently a “fisherman appreciation” event, and suggested that the Coast Guard be added to this so that it was a “Fishermen and Coast Guard Appreciation Celebration.”

A discussion ensued regarding the Newport Today radio show, and the possibility of having a representative of the Coast Guard be a guest on the show to discuss boater safety. Mayor Roumagoux extended an invitation for a USCG representative to be her guest at the May 18, 2017 radio show.

It was noted that the city’s providing recreation center passes to active military and families was well received. McCommons noted that some of the Coast Guard personnel coach sport teams. He said that the pool is well-used by USCG staff and families, and he reported that the Coast Guard allows for 180 minutes weekly for personnel to exercise.

McCommons reported that August 4 is Coast Guard Day. He noted that the Station often has a special event at Big Creek Park during this time. He added that the park reservation fee is occasionally problematic. It was noted that the Station could apply for a special event permit for this event, and if approved, some or all of the fees may be waived. Roumagoux noted that she would be pleased to issue a proclamation recognizing Coast Guard Month at the August 7, 2017 Council meeting.

McCommons discussed a possible open house at the Station after the Change of Command in July.

A discussion ensued regarding the Chamber of Commerce recognition of a “sailor of the quarter” or “sailor of the year.” A discussion ensued regarding a group presentation to “newbies” along the lines of the “Know Your Newport” program. Ferry also suggested the possibility of including the “newbies” in the Chamber’s YoPro group.

McCommons reported that in some Coast Guard Cities, free taxi service is available to return Coast Guard members to the base if they have had too much to drink.

Follow-Up

The next meeting will be held on May 31, 2017, at 3:00 P.M., at the Coast Guard Station.

Mayor Roumagoux agreed to:

1. Draft a letter welcoming the incoming Commanding Officer.

Hawker agreed to:

1. Obtain prices for bumper stickers/decals for possible use with the active military business discount program.
2. Work with the Mayor on a proclamation for Coast Guard Month in August.
3. Talk with Yaquina Cab Company about their thoughts on the "tipsy taxi" program for active military personnel.
4. Develop a draft letter for businesses to determine interest in participating in an active military business discount program.

Miranda agreed to:

1. Call Jon Zagel at Newport High School to gauge interest in the journalism students working on the Coast Guard feature articles for the News-Times.

Ferry agreed to:

1. Follow up with the Chamber about the "Sailor of the Quarter" and "Sailor of the Year" presentations.
2. Determine whether the Chamber is interested in coordinating a program for "newbies" similar to the "Know Your Newport" program.

Everyone agreed to:

1. Meet again on May 31!

Coast Guard City

Newport, Oregon

Purpose

To maintain the designation of “Coast Guard City” for Newport

Members

1. CO USCG Station Yaquina Bay
2. Newport Fisherman's Wives (Jennifer Stevenson)
3. Newport City Council (Mayor Roumagoux)
4. Mark J. Miranda (USCGR - COP, Retired)
5. Fran Mathews (Marine Discovery Tours)
6. Port on Newport (Kevin Greenwood)
7. Newport Chamber of Commerce (Patty Ferry)
8. City of Newport (Peggy Hawker)
9. Newport Fire (Bob Harvey)
10. USCG Ombudsman (Gay Lynn Roth)

Coast Guard City Designation

The very nature of the Coast Guard's mission creates a need for understanding between the Coast Guard and the local community. Coast Guard commands everywhere are urged to develop the kinds of relationships that enable unit commanders to sense public attitudes and

interests.

In turn, many cities have made special efforts to acknowledge the professional work of the Coast Guard men and women assigned to their area. Making Coast Guard men and women and their families feel at home in their home away from home is an invaluable contribution to morale and service excellence. The Coast Guard is pleased to recognize Coast Guard Cities -- those cities that have extended so many considerations to the Coast Guard family and their dependents.

Requirements for Coast Guard City designation

See Attached Application

Meeting schedule

Quarterly (minimum) First meeting tentatively will be scheduled for around the 1st of May.

Reporting/Documentation

To be determined

Other Coast Guard Cities

1. Grand Haven, Michigan	13-Nov-98	http://www.grandhaven.org/
2. Eureka, California	3-Jun-00	http://www.ci.eureka.ca.gov/
3. Mobile, Alabama	4-Jul-02	http://www.cityofmobile.org/
4. Wilmington, North Carolina	25-Jul-03	http://www.wilmingtonnc.gov/
5. Newport, Oregon	28-Mar-05	http://www.newportoregon.gov/
6. Alameda, California	14-Apr-06	https://alamedaca.gov/

March 27, 2017

7. Kodiak, Alaska	15-Sep-07	www.kodiak.org
8. Rockland, Maine	16-Jun-08	www.ci.rockland.me.us
9. Portsmouth, Virginia	17-Nov-09	www.portsmouthva.gov
10. Traverse City, Michigan	7-Apr-10	www.ci.traverse-city.mi.us
11. Astoria, Oregon	1-May-10	www.astoria.or.us
12. Sitka, Alaska	14-Feb-11	www.cityofsitka.com
13. Clearwater, Florida	23-Dec-11	www.myclearwater.com
14. Newburyport, Massachusetts	23-Dec-11	www.cityofnewburyport.com
15. Sturgeon Bay, Wisconsin	23-Jan-14	www.sturgeonbaywi.org
16. Camden County, Georgia	23-Jan-14	www.co.camden.ga.us
17. Cape May, New Jersey	8-May-15	www.capemaycity.org
18. Elizabeth City, North Carolina	29-May-15	www.cityofec.com/
19. New London, Connecticut	24-May-15	www.ci.new-london.ct.us/
20. Carteret County, North Carolina	7-Jul-15	www.carteretcountync.gov/
21. San Diego, California	23-Feb-17	www.sandiego.gov/

COAST GUARD CITIES PROGRAM

Current Coast Guard Cities

Grand Haven, Mich. (Coast Guard City, U.S.A.)

Eureka, Calif.

Mobile, Ala.

Wilmington, N.C.

Newport, Ore.

Alameda, Calif.

Kodiak, Alaska

Rockland, Maine

Portsmouth, Va.

Traverse City, Mich.

Sitka, Alaska

Astoria, Ore.

Clearwater, Fla. (pending)

On November 13, 1998, Congress enacted a law that allowed the city of Grand Haven, Mich., to formally be called "Coast Guard City, USA" (Section 409 of P.L. 105-383). That law also provides for other cities, counties and municipalities to be similarly designated "A Coast Guard City" or "A Coast Guard Community" at the discretion of the Coast Guard Commandant. The law requires a 90-day notice of intent from the Commandant to the two authorizing congressional committees whenever a new Coast Guard City is named. In this guidance, we will use the term "Coast Guard City" to apply to any eligible city, county, or municipality. Counties or municipalities selected for this designation would be named "A Coast Guard Community."

The Coast Guard City program recognizes the communities that support Team Coast Guard across the nation. A city, municipality or county earns the distinction of being named "A Coast Guard City" by making special efforts to acknowledge the professional work of the Coast Guard men and women assigned to its area. Coast Guard Cities regularly reach out to Coast Guard personnel and their families and make them feel "at home at their home away from home." The city's efforts illustrate a longstanding and enduring relationship, with an emphasis on considerations the community has made for the members of the Coast Guard family.

This document provides information and requirements for a city, municipality or county to be designated "A Coast Guard City."

How to apply

A great application documents a city, municipality or county's support of the Coast Guard in a sustained manner over a significant period of time. At the minimum, an application must include:

- a letter from the mayor, city manager, or county executive that describes community-wide outreach and support of the local Coast Guard unit(s);
- a separate document listing specific examples of actions the community has taken and events it has sponsored to reach out to Coast Guard personnel, welcome them into the community, and embrace them in a full community partnership.

In addition, successful applications often include letters of support from local organizations that take part in the community's support for the Coast Guard. Examples include city government, Chamber of Commerce, non-government organizations (e.g., Navy League), civic organizations (e.g., Lions, Kiwanis, etc.), corporate partners, police/sheriff/fire departments, EMS, educational organizations, or individuals. These should be collected by the city and forwarded as part of application package.

Taken as a whole, a city's application should demonstrate a broad range of activities, programs and actions that show an unusual and sustained level of support for the local Coast Guard and families. While specific examples will be unique to local needs and resources, several common examples are given below. The request should specify which groups or organizations within the community are responsible for, or participate in, the initiatives.

military wellness, health + well being

- Support for MWR events;
- Support for educational/scholarship programs;
- Availability of community support services to Coast Guard members and their families;
- Sponsorship of Sailor of the Quarter, Sailor of the Year, Recruiter of the Year, and other similar types of awards;
- Demonstrations of sensitivity to life-altering events within the Coast Guard community including expressions of congratulations for weddings and newborns, and expressions of sympathy for deaths and other family tragedies;
- Sponsorship of community patriotic events that specifically include members of the Coast Guard family. These events could include but not be limited to Memorial Day picnics, July Fourth picnics, Armed Forces Day events, Veterans Day observances, Coast Guard Birthday events, etc.;
- Offer military or Coast Guard "Days" within the business community, at local sporting events, and other entertainment events;
- City-Coast Guard partnerships in community-based projects including law enforcement/fire/EMS projects, civic organizational projects, food drives, home building projects, educational projects, etc.;
- Establishing monuments, memorials, commemorations, or other tangible forms of public recognition.

A city, municipality, or county must send a copy of its application to be named "A Coast Guard City" to the local Coast Guard unit(s). Local commands provide feedback and endorsement of the city's request via the Coast Guard's chain of command to the Community Relations Division of Coast Guard Public Affairs, Commandant (CG-09223).

Review Process:

The Commandant has appointed a standing board to oversee the Coast Guard City program, review all applications and make recommendations to the Commandant. Its members represent Coast Guard public affairs, legal, personnel, and commandant staffs. The Commandant makes a final determination and notifies the applicant of the decision.

In accordance with Section 409 of P. L. 105-383, upon approval by the Commandant, the appropriate congressional committees will be notified of a new Coast Guard City designation and a required 90-day waiting period will begin. With no dissent from either committee, the requesting city, county or municipality will be proclaimed to be "A Coast Guard City" or "A Coast Guard Community" at the conclusion of the waiting period. At that point, the city may plan a ceremony to officially announce and celebrate its new status. A signed proclamation is sent to the local command for presentation to the city, municipality, or county.

Ceremonies and Branding:

The ceremony to mark a new Coast Guard City is organized by the city in coordination with local commands. This event can be a large, public celebration, a meeting between city and Coast Guard leadership, or anything in between. The local command will coordinate any requests for speakers, ceremonial support, or other Coast Guard support through the chain of command. There is no Coast Guard headquarters funding available for these ceremonies.

Coast Guard Cities may design signage, official stationery, websites, etc. noting their designation as "A Coast Guard City." These designs must be approved in advance by Coast Guard Community Relations. For more information, contact (202) 372-4620.

Recertification Procedures:

The Coast Guard City designation is intended not as a "lifetime" award, but as a recognition of an active and ongoing commitment by the city, municipality, or county to supporting and honoring the Coast Guard. The Coast Guard City proclamation will remain in effect for a five-year term, after which the city will be required to apply for recertification. The recertification process helps ensure the designation remains accurate and meaningful.

The Coast Guard Community Relations staff will notify the city, municipality, or county approximately eight months before the expiration of its five-year term. To recertify, the city must provide a letter prior to the end of the term on or before 31 May of the current year describing its on-going relationship with the Coast Guard with examples of recent programs and projects. The Coast Guard City board will convene in September and

review your recertification package. If approved, your status will be renewed for another five-year term.

The recertification application does not have to be as lengthy as the original package, but it should demonstrate a vibrant and ongoing commitment to the Coast Guard personnel in the community. The Coast Guard City must again provide a copy to the local Coast Guard unit(s), who will review the request for recertification and forward it with an endorsement.

If a city's recertification package is determined not to meet the high standard set for Coast Guard Cities, or if the city chooses not to recertify, the designation of "A Coast Guard City" may be withdrawn with 60 days notification to the city. Within that time the city must remove the designation from any signs, letterhead, websites, etc.

For more information

If you have any questions, please feel free to call Coast Guard Community Relations at 202-372-4620.

FAQs:

**Can more than one local jurisdictions share a Coast Guard City designation?*

In areas with more than one local jurisdiction (such as a city, county, and township) one municipality must be selected to receive the Coast Guard City designation. The application should come from the local government that has the most direct and tangible relationship with local Coast Guard commands. Most often, that is the city level, but the law does allow for communities that are organized differently.

**Can a Coast Guard unit nominate its host community as a Coast Guard City?*

No; the application must come from the city itself. Local units may educate the host community about the program and help local leaders obtain more information on how to apply. Ultimately, however, the initiative should be undertaken by the community, independent of the local command. Local commands will be asked for their input as part of the application process.

**My city has recently been named a Coast Guard City and I would like to design a flag that incorporates the Coast Guard emblem. Does the design have to be approved?*

Yes. Any use of the Coast Guard emblem must be approved by Coast Guard. Please contact Coast Guard Community Relations at (202) 372-4620 for more information.

#



US101: SE 32nd St – SE 35th St (Newport) Project

Key No. 18848

Stormwater Treatment Alternatives Agenda

Newport City Hall, 169 SW Coast Highway

1 - 2:30 PM, April 19, 2017

In attendance:

Derrick Tokos, City of Newport

Ken Kohl, ODOT

Tim Gross, City of Newport

Karen Tatman, Quincy

Jayson Buchholz, City of Newport

Russ Norton, Quincy

1. US101 / SE 35th Stormwater Alternatives – Russ Norton, Quincy Engineering

Russ reviewed the plan to treat as much of the stormwater as possible within the existing ditch on the east side of US101 between SE 32nd and SE 35 Streets. This approach was requested by the City and it appears it can work. (survey data of the ditch and existing outlet culvert system is needed to confirm the grades / elevations will work)

All of the stormwater from the north end of the project to 35th Street can be collected and conveyed to the ditch. This approach requires a new storm system from Abalone Way to the ditch and also from SW 35th Street to the ditch, including replacing some existing inlets and an existing pipe under 101 and modifying the outfall manhole into the ditch .

The ditch will be reconstructed as a flat bottom swale with side slopes. While ODOT's standard is 4:1 side slopes, Russ is confident that treatment standards can be met with steeper slopes. ODOT also uses these flatter side slopes to allow maintenance via a mower. When asked what side slopes the City prefers, the said that equipment access does not need to be accommodated. Russ said we will look at 2:1 side slopes or steeper in an attempt to keep the width contained between the existing buildings.

The City has no concerns about pedestrians accessing the swale. If fencing is needed later, that can come with development.

The City also said that if the existing billboard is impacted by the stormwater treatment facilities, that is an acceptable impact.

Quincy to proceed with this concept to treat stormwater in the existing Ditch on the east side of US101 between SE 32nd and SE 35 Streets.



2. Wetlands

The ditch will need to be fully delineated. A portion was delineated previously and the ditch was determined to be jurisdictional, but the delineation was limited to just the westerly end of the ditch. Now that the API (Area of Potential Impact) will be expanded, the studies need to be expanded as well. Karen will coordinate with MB&G and provide a cost to Ken for an amendment to complete this additional work.

Quincy to provide Ken with the cost for additional studies.

3. Right of Way

In order to complete the wetland studies, a right of entry will be needed on the property the ditch is within. We previously attempted to obtain a ROE for studies and the property owner was uncooperative. We completed our work without entering the property. To complete this work, MB&G must enter the property. Derrick said that we should provide him with the ROE and he will present it to the property owner.

Quincy to provide Right of Entry to Derrick to present to the property owner.

4. Additional Studies

We will need additional topographic surveys of the ditch and the existing drainage system going to the east to its outlet. They will also survey the wetland delineation flagging.

Quincy to provide Ken with the cost for additional studies.

Archeological surveys are needed as well, but this is a minimal effort.

5. Schedule

Karen said the critical path at this point is to get the amendment processed so that the surveys can be completed. Quincy needs the survey data to confirm the stormwater treatment design. Quincy will proceed with the design while the environmental studies are completed. Those studies are needed for permitting and to identify the wetland impacts.

Karen said the DAP can be completed in mid-June. The City would like to hold a Public Open House in early June.

The Bid Let date will slip from its current date of 2/18 to more like 6 or 7/18. The City wants to make sure the Bid Let date is scheduled at a time during the year when bids would be most favorable.

Quincy to develop a construction schedule and use that to identify the best Bid Let Date.



6. Other Issues – Group

The group discussed stormwater treatment near the Ferry Slip Road intersection that is being removed. Pavement will be fully removed and the area will be graded for infiltration and planted. There was discussion about whether or not to include facilities to prevent pedestrians from crossing this pond. Aerial photos show a trail from Ferry Slip Road down to the highway. The City has requested boulders or fencing along US101 and possibly along Ferry Slip Road. The City will also provide a plant list.

Quincy to include boulders along US 101 near the stormwater treatment adjacent to the Ferry Slip Road closure. If boulders are not ideal, then fencing is an option.

City to provide Quincy with plant list.

The group also discussed whether or not to provide sidewalk on the north side of 35th Street west of US101. The City said they do not want sidewalk on the north. It is not needed. They want only the multi-use path on the south side that connects into the multi-use path previously constructed. We also agreed to make sure there are access points provided to the existing parcels west of Toyota of Newport whose properties abut SW 35th Street. Quincy will consider whether a formal driveway is needed or just an open frontage makes more sense.

Quincy to remove the sidewalk on the north side of SW 35th Street that is shown in the Draft DAP.

Quincy to provide access from SW 35th Street to the parcel 11-11-17-DB-1201 and to the Investors XII parcel using defined driveways (not open access).

RECEIVED

MAR 23 2017

CITY OF NEWPORT



Hancock
Forest
Management®

A Division of Hancock Timber Resource Group,
A Manulife Asset Management Company

955 N. Main Street
Independence, OR 97351

(503) 838-1610
(503) 838-6907 fax
www.hancocktimber.com

March 16, 2017

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

RE: Neighbor Notification Reserview, NE00741, 10s11w34

This letter is a voluntary notification of our plans to apply herbicides on selected units of Hancock Forest Management Inc. (HFM), managed lands, between April 1st and June 30th. Our records indicate that you are a close neighbor to one of these units and we want you to be aware of our plans.

We will be applying forestry labeled herbicides by backpack application to control unwanted deciduous brush, grasses and forbs in newly planted areas. The primary herbicides to be utilized this season will be:

Atrazine	Penoxsulam
Glyphosate	Oxyfluorfen
Hexazinone	Indaziflam
2,4-D	
Clopyralid	

The specific date and time of application is dependent upon weather and vegetation conditions. We use experienced and properly licensed applicators and follow state and federal regulations that are very specific regarding herbicide application on Oregon forest land. The herbicide(s) are legally registered and specifically suited for this use. Streams are buffered to meet or exceed the Oregon Forest Practices Act and a Stewardship Forester from the Oregon Department of Forestry is notified and invited to monitor our operations. An experienced, professional forester closely monitors the operations at all times.

If you have questions concerning the Oregon Forest Practices Act or herbicide use on forestland, you may call the Oregon Department of Forestry Lincoln County office.

Should you have any questions about our activities, you may call (503) 838-1610.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rudy Frazzini'.

Rudy Frazzini
Forester



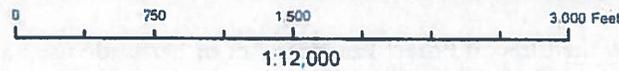
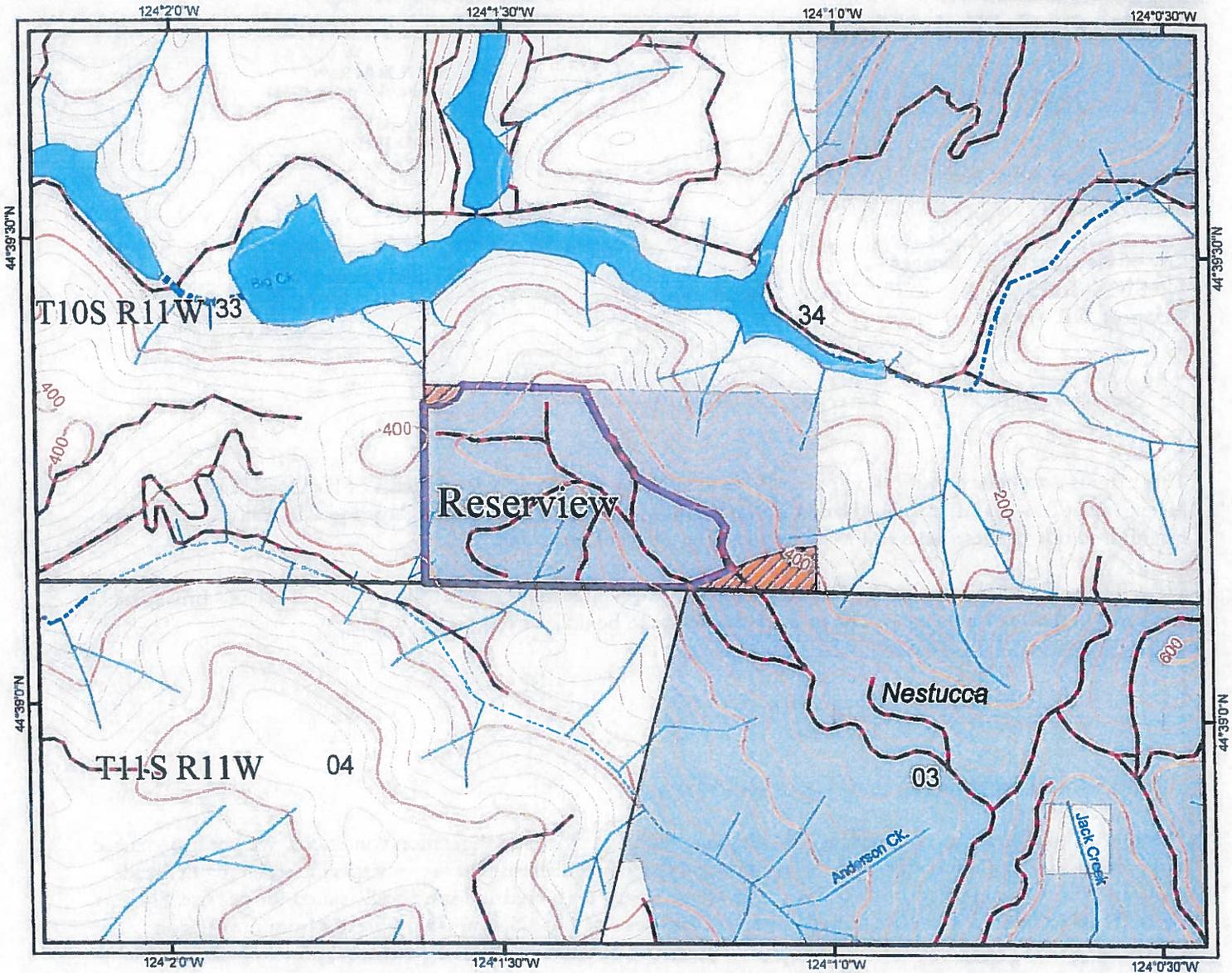
A Division of Hancock Timber Resource Group,
A Manulife Asset Management Company

Herbicide Application Contract Map

Reservview

Harvest Unit #: 00741

Emergency Medical Evacuation	
Latitude	Longitude
44 39 14.43,	-124 1 19.21
Call	911
Lifeflight	(800) 452-7434
Coast Guard(Astoria)	(503) 861-2242
Coast Guard(North Bend)	(541) 756-9240



Legend

- Lg F Streams
- Lg N Streams
- Me F Streams
- Me N Streams
- Sm F Streams
- Sm N Streams
- Roads
- End of Fish Use
- Townships
- Sections
- ChemAppl**
- Application Area
- LeaveArea
- NoCut
- RiparianZone
- WetlandMgmt

Property Name

- CC: Golden Pond Timberlands, Inc.
- FR: Hancock Timberland X, Inc.
- HV: Hoskins Valley Timber, LLC
- LN: John Hancock Life Insurance Company(U.S.A.)
- MN: System Global Timberlands, LLC
- NE: Nestucca Forests, LLC
- SL: Tristar NW Oregon Timberlands, LLC
- SZ: Hancock Timberland XI, Inc.
- TR: AP Timber, LLC
- VZ: Boston Timber Opportunities, LLC
- WM: Iron Horse Timber, LLC

Setting ID	Acres
NE00741	45.30
Total Acres	45.30



10/20/2016

Hancock Forest Management does not warrant the accuracy or completeness of this product. The reader is responsible for correct use and interpretation.



Resolution 2016/17-5
Increase of Construction Excise Tax Rate

WHEREAS, the District began imposing a construction excise tax on May 1, 2008, and

WHEREAS, the District has not increased the rate since that time, and

WHEREAS, state law has allowed increases each year, should a district choose to impose them;

NOW, THEREFORE, BE IT RESOLVED:

1. The rate of tax imposed only on improvements to real property that result in a new structure or additional square footage in an existing structure are now:
 - a) \$1.07 per square foot for new residential construction, including but limited to single-unit or multiple-unit housing; and
 - b) \$0.53 per square foot on structures or portions of structures intended for nonresidential use, not including multiple-unit housing of any kind.
2. In addition, a construction tax imposed on structures intended for nonresidential use will not exceed \$25,000 per building permit or \$25,000 per structure, whichever is less.
3. For years beginning on or after June 30, 2017, the tax rates stated in this resolution may be adjusted for changes in construction costs. The Oregon Department of Revenue will determine the adjusted rate limitations and report to the District.
4. The construction excise tax shall be assessed and collected pursuant to the provisions of Senate Bill 1036 (2007).
5. This resolution takes effect on January 12, 2017.

Adopted this 11th day of January, 2017.

Submitted by Lincoln County School District Board of Directors.

Chairman

Spencer Nebel

From: Lorna Davis <lorna@newportchamber.org>
Sent: Tuesday, March 14, 2017 4:53 PM
To: Spencer Nebel
Subject: FW: February Occupancy Report

Fyi.... Id

From: Patti Ferry
Sent: Tuesday, March 14, 2017 4:12 PM
To: Lorna Davis
Cc: Patti Ferry
Subject: February Occupancy Report

Here are the numbers for February.

Accumulative % for all (8) participating hotel properties

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
2007	35.32%	51.40%	57.90%	54.80%	54.71%	68.44%	86.50%	91.10%	76.40%	61.27%	46.2
2008	31.08%	45.14%	51.24%	47.78%	55.20%	62.55%	79.24%	86.79%	62.48%	58.38%	42.0
2009	32.30%	40.30%	48.44%	46.77%	48.73%	63.33%	79.57%	84.49%	71.57%	60.10%	33.4
2010	33.96%	48.04%	52.27%	46.78%	47.69%	63.81%	79.40%	81.29%	68.60%	56.31%	31.2
2011	34.59%	45.42%	45.41%	44.69%	46.90%	61.59%	75.21%	81.21%	72.79%	61.13%	36.5
2012	35.48%	48.28%	51.18%	51.06%	51.68%	65.36%	77.44%	82.21%	69.65%	52.67%	37.5
2013	32.88%	45.61%	48.27%	47.27%	49.75%	61.44%	76.48%	85.74%	77.61%	62.02%	54.3
2014	42.66%	40.92%	58.25%	51.63%	62.48%	64.90%	82.91%	86.94%	76.59%	66.01%	47.4
2015	52.57%	53.76%	65.91%	57.20%	61.20%	70.81%	85.22%	86.60%	76.83%	65.08%	45.0
2016	44.18%	53.16%	64.36%	60.48%	59.21%	69.05%	83.55%	84.24%	76.77%	59.43%	0.4
2017	29.85%	54.20%									

Accumulative % for (4) participating hotel properties with 50 rooms or more

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
2007	35.86%	51.78%	59.03%	55.07%	54.56%	70.28%	88.55%	92.80%	77.90%	62.86%	47.2
2008	32.14%	45.84%	52.03%	49.03%	55.51%	64.02%	80.34%	87.97%	63.12%	59.13%	43.0
2009	33.10%	40.84%	49.50%	47.82%	49.20%	64.05%	81.52%	86.57%	72.54%	61.53%	34.2
2010	35.52%	49.50%	53.20%	47.86%	48.23%	64.03%	81.08%	82.72%	68.79%	56.83%	31.7
2011	35.17%	45.97%	46.00%	45.66%	46.93%	63.17%	76.87%	82.93%	72.89%	61.84%	37.3
2012	37.85%	50.49%	53.25%	53.06%	53.48%	67.96%	79.80%	83.74%	70.33%	52.67%	38.8
2013	34.56%	47.24%	49.00%	47.59%	48.85%	59.29%	75.16%	85.24%	77.16%	62.17%	55.9
2014	43.09%	41.00%	58.24%	52.12%	63.29%	65.46%	83.69%	86.88%	76.99%	66.43%	48.5
2015	54.25%	54.62%	67.25%	58.52%	61.44%	70.60%	84.09%	85.55%	75.97%	65.58%	49.6
2016	45.41%	54.43%	65.59%	60.41%	59.59%	68.77%	82.68%	84.00%	76.31%	59.32%	0.4
2017	29.73%	55.19%									

* This report is a general report of occupancy trends. Slight variances can occur due to rooms or spaces being unavail

Accumulative % for (4) participating hotel properties with 30 rooms or less

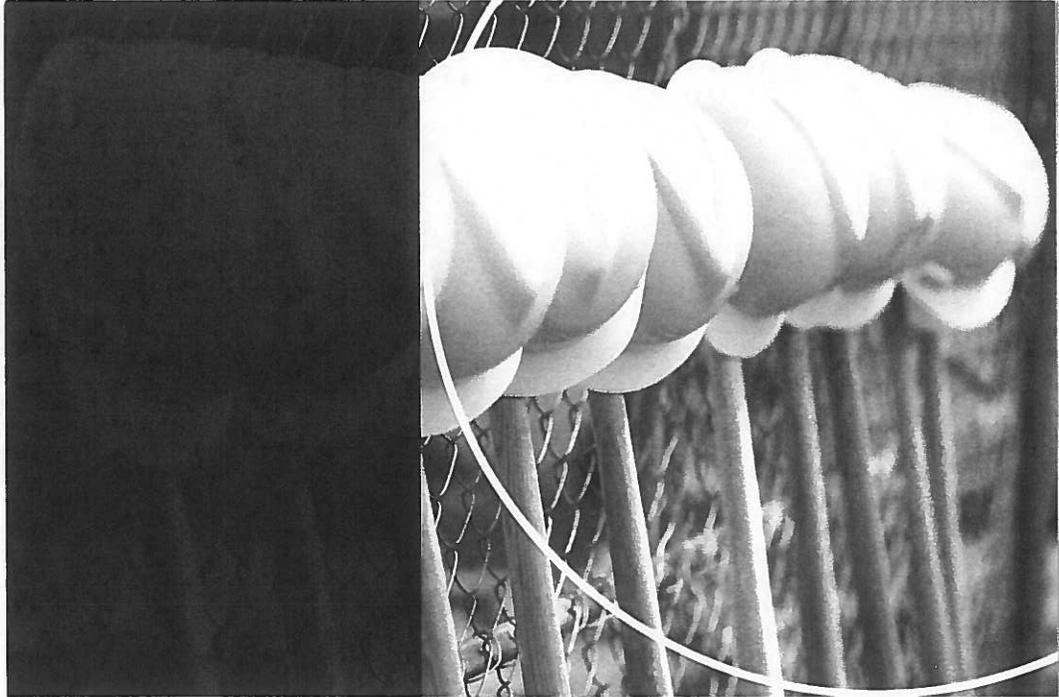
Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
2007	31.28%	48.60%	49.48%	52.15%	55.83%	54.36%	72.28%	78.49%	64.90%	49.40%	38.1
2008	24.15%	39.83%	45.42%	38.21%	52.92%	51.28%	71.13%	78.12%	57.64%	52.20%	33.9
2009	26.40%	36.33%	40.60%	38.74%	45.19%	57.83%	65.10%	69.02%	64.12%	49.52%	27.3
2010	22.40%	37.20%	45.36%	38.51%	43.68%	62.17%	66.92%	70.67%	67.18%	52.44%	27.6
2011	30.28%	41.34%	41.06%	37.22%	46.69%	50.79%	64.18%	69.77%	72.08%	56.38%	30.9
2012	19.71%	33.51%	37.34%	37.37%	39.73%	47.56%	61.75%	72.01%	64.96%	52.64%	28.7
2013	21.69%	34.71%	43.38%	45.12%	55.79%	76.13%	85.24%	89.08%	80.72%	60.98%	43.0
2014	39.84%	40.37%	58.31%	48.33%	57.10%	61.07%	77.75%	87.29%	73.81%	63.22%	40.2
2015	41.38%	47.88%	56.99%	48.18%	59.57%	72.23%	92.72%	93.55%	82.75%	61.78%	13.0
2016	36.01%	44.70%	56.17%	61.01%	56.63%	70.91%	89.30%	85.86%	79.87%	60.15%	0.4
2017	30.66%	47.64%									

Accumulative % for (3) participating campgrounds/RV parks

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
2007	9.60%	32.70%	31.52%	32.41%	41.28%	64.39%	169.13%	109.83%	82.00%	34.66%	32.5
2008	9.16%	15.79%	29.58%	24.58%	37.14%	52.36%	97.69%	97.90%	70.80%	33.01%	19.5
2009	11.47%	16.87%	26.67%	27.38%	45.33%	68.47%	103.03%	104.72%	82.38%	39.03%	18.2
2010	10.80%	18.76%	30.52%	31.60%	33.57%	56.06%	85.41%	85.54%	63.89%	33.42%	15.0
2011	9.02%	13.32%	20.05%	22.56%	31.83%	53.15%	78.10%	81.60%	61.08%	29.21%	13.9
2012	7.37%	17.80%	18.95%	22.53%	40.52%	62.26%	93.92%	94.73%	44.24%	30.24%	14.0
2013	9.18%	18.36%	26.19%	24.61%	42.02%	29.82%	94.74%	97.58%	67.05%	43.94%	23.6
2014	17.19%	20.19%	32.75%	31.25%	43.21%	70.85%	99.24%	101.87%	74.10%	48.04%	24.7
2015	14.54%	35.51%	42.83%	39.82%	78.73%	79.79%	101.85%	99.20%	79.88%	44.77%	22.3
2016	17.30%	33.48%	37.51%	45.53%	56.31%	84.64%	101.47%	99.96%	81.39%	43.70%	0.2
2017	28.15%	30.74%									

Patti Ferry

Office Manager/Leadership Lincoln Coordinator
 Newport Chamber of Commerce
 555 SW Coast Highway
 Newport, OR 97365
 O: 541-265-8801 / F: 541-265-5589
 Email: patti@newportchamber.org
 Web: www.newportchamber.org



**Please join us as we break ground
on our new Samaritan Pacific
Communities Hospital in Newport.**

Tuesday, May 23, 3:00 p.m.

Case St. parking lot behind hospital (look for tent)

Light refreshments at 3:00 p.m.

Program begins at 3:30 p.m.

Help us celebrate the many benefits of a modern
and efficient healthcare facility on the central
coast. Follow our progress at
samhealth.org/NewHospitalNewport.



Samaritan
Pacific Communities
Hospital

Newport Police 'issue warning' to cat that looks like it's holding an assault rifle



(Newport Police)



By [Lizzy Acker](#) | [The Oregonian/OregonLive](#)

[Email the author](#) | [Follow on Twitter](#)

on April 27, 2017 at 12:15 PM, updated April 27, 2017 at 12:16 PM

On Tuesday, the [Newport Police Facebook page](#), which is [possibly the best local police Facebook page in America](#), posted a picture of a cat in a tree.

But this was no regular cat-in-a-tree. The cat looked distressingly like it was holding an assault rifle.

Ultimately though, Newporters can breathe a sigh of relief, because according to the Newport Police, "Reports of an armed cat this morning were unfounded."

ADVERTISING

3-23-17

Dear Spencer,

I know it has been several months since we worked with you on the Newport Swim Team fee structure, but I wanted to reach out and say thank you for your willingness to work with us. The swim meet on March 11/12 went very well, and I think we are off to a good start.

Thank you and I look forward to future conversations.

Sincerely,

Charles Herty

RECEIVED

MAR 15 2017

CITY OF NEWPORT

Newport, Oregon

March 10, 2017

Dear Spencer Nebel,

I wish to thank you (and Sandy) for your "dogged" efforts in acquiring the "Hurbert St." signage for both the North bound and South bound traffic on Hwy. 101. Now folks can more readily find the businesses and offices in our City Center.

Our area restroom, however, continues with the sign, "RESTROOM CLOSSES 3PM, WINTER HOURS". I feel that this is the wrong message to our visitors. It's like saying, "This is a newer public restroom which is well maintained, but you can't use it. So, "neener, neener!"

Spring Break is nearly upon us. Please, please see to it that this sign is taken down and that open hours are more reasonable for our visiting friends and that our City of Newport image is maintained.

Restfully yours,

Patricia Hanner

Dear Spencer,

It was so nice to see you at the party - wish we could have visited more, but so glad you came. Thank you for the beautiful coasters, the cool pin (I didn't have one) and the back pack, which I'm going to take travelling here pretty soon. Hope to see you sometime, be well!

Your kindness is special -
and so are you!

Take care,

Fenny



appreciated
the help from
you, from the
police volunteers +
from Mike Eastman.
675 people showed
up despite the rain!

Thanks
Paul

Dear Spencer + Peggy -
Thank you so much
for helping us out
with the People's
mail for Science.
We very much

spencer marks
pennell pyzdek



NEWPORT VISION 2040 – EMERGING THEMES

April 20, 2017

Appreciate

- Beautiful natural surroundings (ocean, beach, forest, nature, wildlife)
 - Clean, quiet, peaceful coastal environment
 - Public access to beaches, parks, ocean, bay, fishing
- Small town feel
 - Friendly people, strong sense of community, everyone comes together to help others in time of need, people willing to engage with each other and put aside differences to solve problems, laid back, wholesome
- Presence of Maritime Industries / Economic Diversity
 - Fishing fleet, Port, NOAA, HMSC, EPA, OCCC, Aquarium, OSU
- Big arts presence for such a small community
 - Visual Arts Center, Performing Arts Center and programming
- Distinct neighborhoods
 - Bayfront, Nye Beach, Agate Beach, South Beach

Challenges

- Housing
 - Quality and affordability of housing stock
 - Lack of workforce housing for rent and sale
 - Limited developable land
- Infrastructure
 - Water quality, stormwater runoff, roads, aging infrastructure in general
- Healthcare and Wellness
 - Quality and availability of medical services and providers
 - Attracting and retaining medical staff
 - Lack of treatment for mental health and addiction
- Transportation
 - Traffic
 - Parking (especially during peak tourism months)
 - Yaquina Bay Bridge – one choked entry/exit point with limited lifespan
 - Limited bikeability and walkability
 - Limited capacity of public transit
 - Inadequate pedestrian facilities
- Balancing growth, tourism and unique character/small town feel
 - Preserving natural surroundings/environment and avoiding “overloving”
- Living wage employment / economic diversity
 - Many jobs are seasonal with high and low seasons, low wages
 - Maintaining business and employment through the offseason
- Resiliency to climate change and natural disasters
 - Cascadia, tsunamis, landslides, flooding
- “First impression factor”
 - 101 corridor and City Center/Deco District in need of revitalization
- Amenities for locals

- In addition to all above, quality of schools and lack of affordable, quality childcare and early childhood ed. is a challenge for families
- Lack of indoor, low cost activities, programming, facilities for kids, families, teens

Visions

ENHANCING A LIVABLE REGION

- A livable, safe, and healthy small community
- Affordable housing for all
- Sufficient investment in public infrastructure (roads, water, sewer)
- Improve the “first impression factor”
 - Visually attractive, uncongested highway corridors and City Center redevelopment
- Walkable community
 - Expanded trail network for walking, biking, active transportation
 - Sidewalks, crosswalks, traffic enforcement
 - Ability to get around without a car
 - Kids can walk to school
- Small town feel – bigger town amenities and services
- “Maintain the Magic” – sense of place
- Children who grow up here have the opportunity to stay and raise families here.
 - All-age community - great place to visit, raise children, retire
- Vibrant, well maintained city for all ages with good healthcare, shopping, housing, public transport in town & connecting w/ the valley

CREATING NEW BUSINESSES & JOBS

- More living wage employment / diversified economy
- Better support for small businesses
- Leverage synergy between marine science and education and the commercial fishing industry to become globally recognized hub for ocean observing in the PNW
- Broaden economic base of Newport while maintaining natural resources and managing population growth
- Four season jobs
- Permanent home for the farmers market

LEARNING, CREATING & EXPLORING NEW HORIZONS

- A K-12 system that provides an excellent education to all students
- OCCC & OSU train students for local opportunities as well as beyond
- A thriving arts community with well-attended programs
 - Coastal Arts Hub as a tourism/marketing tool

PRESERVING & ENJOYING OUR ENVIRONMENT

- Beautiful community with ample opportunities for outdoor recreation in harmony with the environment
- Clean beaches, ocean, parks
- Appreciation & stewardship of resources
- Sustainable recreational amenities to serve a diverse population

IMPROVING HEALTH & SAFETY

- Expanded healthcare options and access, including mental health
 - Facilities, services, and providers
- Climate ready community, resilient to the effects of climate change
- Disaster preparedness plan and education, expanding understanding of evacuation routes and survival
 - Neighborhoods equipped for emergencies
- Chronic disease programming and prevention
 - Healthy eating, active living, tobacco prevention
- Proactive Police/Fire

FOSTERING COLLABORATION & ENGAGEMENT

- A livable, friendly community where all are included and can have productive and meaningful lives
- A community that does what it says it's going to do
- Broad & diverse civic engagement
 - More inclusive, bringing more people in from more corners of the community with different perspectives
- A community that works together for everybody's success
- Municipality governed by logic and reason and encourages individual growth toward self sufficiency
- Local government that has a plan and sticks to it