

# Monthly Departmental Reports



August 2019

# Newport Municipal Airport Monthly Department Head Report



Join Permit Application – U.S. Army Corps of Engineers has signed off on the Wetland mitigation needed for the 48” pipe rehabilitation.

Armory – Started moving equipment behind the ARFF station. This will be a good relationship for the Armory and the City.

ODA Rule Making - ODA had their first meeting for new rule making for ROAR, SOAR, and COAR grants. New rules were put into place for COAR and SOAR, but more meetings will take place on ROAR with updated information provided from FAA.

ODA- sent out contract for Pavement Maintenance program. I have attached the contract and the PMP area on the airport.

Buccaneer Rampage - Went very well; a lot of fun was had by all.

DEQ 1200z permit – Had a meeting with Spencer Nebel, Tim Gross, Becka Puskas DEQ Office of Compliance and Enforcement, Kathy Jacobsen DEQ inspector, Zach Lohoy DEQ manager in Eugene, and Gwen Erickson SHN consultant. Meeting went very well and there were several points brought up by the City that DEQ is taking into consideration. We are waiting to hear back from DEQ about their findings and possibly lowering the fine. I have attached the report with the points the City staff brought up to DEQ for consideration.

FEMA – Was contacted by Randy with FEMA about who should be on the MOA for the City. I am waiting FOR Randy to send the MOA.

Fuel tank update – There will be a report provide separately to the Airport Committee.

Lowering Minimum – No update at this time.

[https://www.faa.gov/air\\_traffic/flight\\_info/aeronav/procedures/ifp\\_form/](https://www.faa.gov/air_traffic/flight_info/aeronav/procedures/ifp_form/)

With help from Ralph Busby we submitted that required information to the FAA. Waiting for response.

Fire Flow – Received the following information from Tim Gross on the water flow issue. “Working on it. It is almost certainly a Seal Rock issue; so Jason is working to test across their meter, and that will confirm that it is the highway crossing. I know that sounds weird but we narrowed it down to there. They are installing a 2” test port on the meter to test it.”

Hertz – Has agreed to new contract and 18%. The contract has been fully executed on both sides. I have attached the agreements and reline letter.

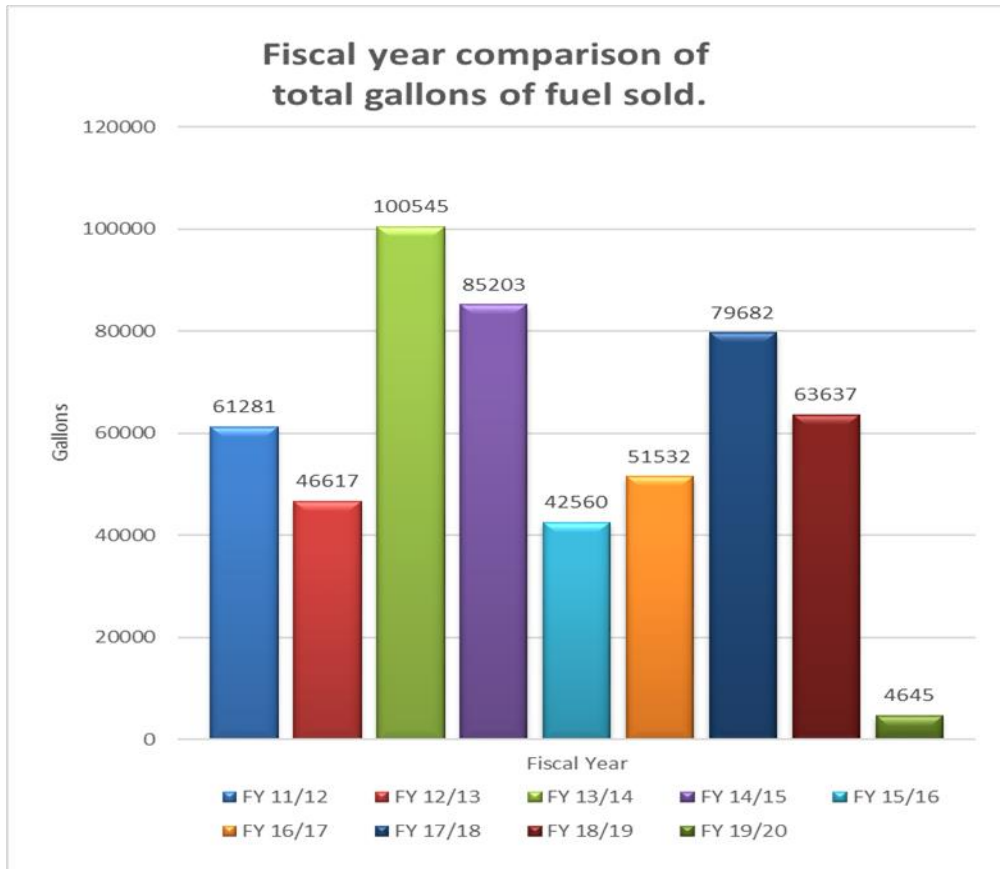
Parking Lot – Tim Gross will be coming out with Justin to look over the parking lot layout and finish the re-striping.

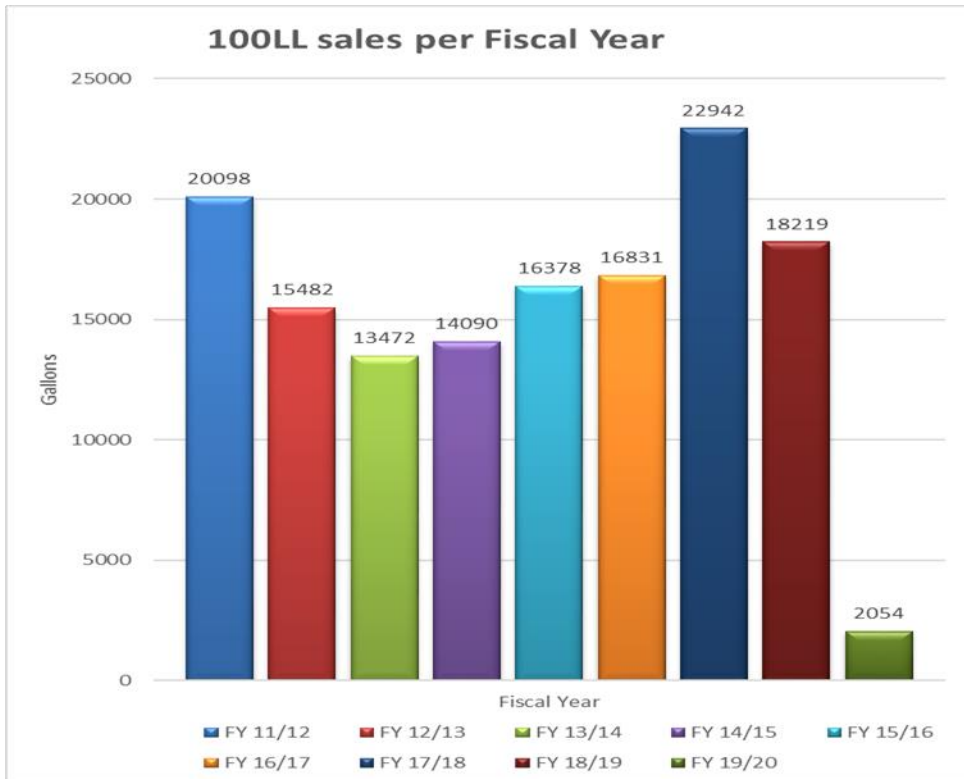
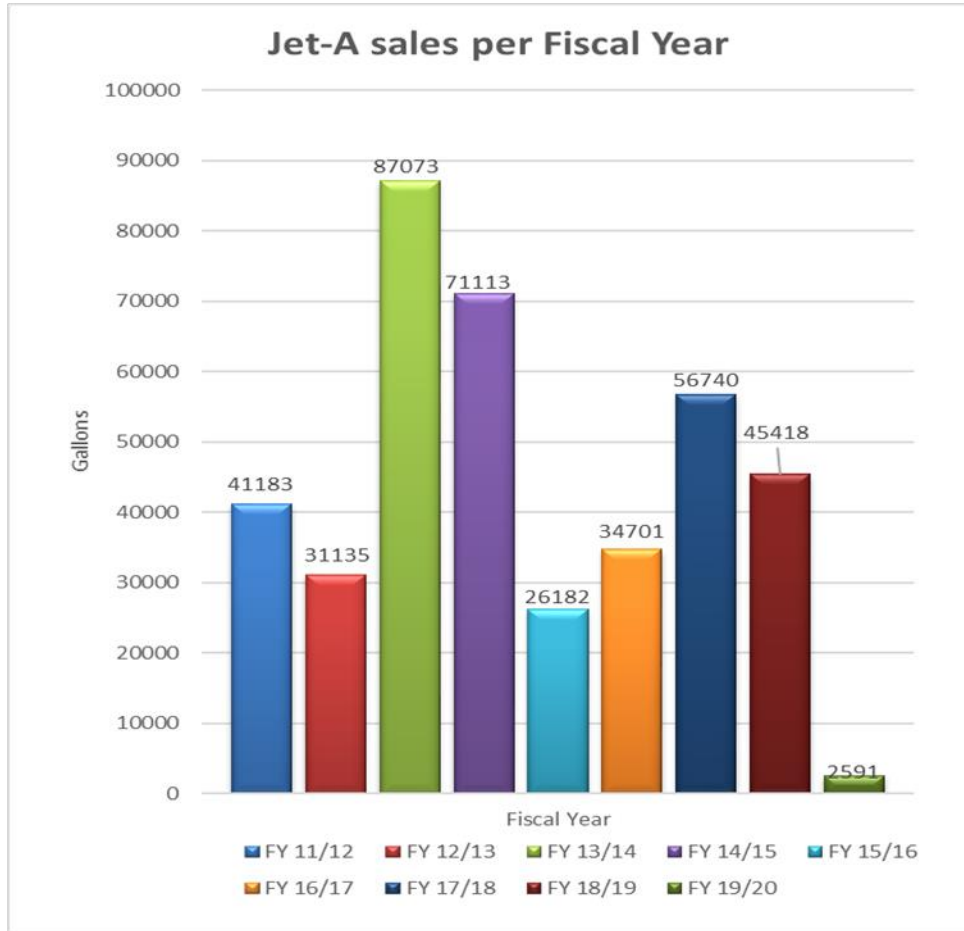
Oregon Airport Managers Association – staff has registered for the fall conference in September. Staff has been ask to join the OAMA board. There is a vote, and if elected there are quarterly meetings.

Facebook – ONP’s August 24 post of the B-25J, Gulfstream G-500 & G-600 flying over Newport has hit a new all-time high; reaching 24,724 people, engagements of 10,877, 252 likes, 87 comments and 217 times shared. That is impressive!

Following is how we finished the month of August 2019.

Aircraft Quantity				Fuel Consumption			
Month	IN	OUT	Tot.A.O	Jet A	Av Gas	Self Serve	Total
July	408	418	826	1725	1930	0	3655
Aug	334	331	665	866	124	0	990
Sept			0				0
Oct			0				0
Nov			0				0
Dec			0				0
Jan			0				0
Feb			0				0
Mar			0				0
Apr			0				0
May			0				0
Jun			0				0
<b>Cur. FY</b>	<b>742</b>	<b>749</b>	<b>1491</b>	<b>2591</b>	<b>2054</b>	<b>0</b>	<b>4645</b>
<b>FY 18/19</b>	<b>3826</b>	<b>3860</b>	<b>7686</b>	<b>45418</b>	<b>5768</b>	<b>13458</b>	<b>64643</b>
<b>FY 17/18</b>	<b>4008</b>	<b>4033</b>	<b>8041</b>	<b>56740</b>	<b>5579</b>	<b>17363</b>	<b>79682</b>
<b>FY 16/17</b>	<b>3685</b>	<b>3701</b>	<b>7386</b>	<b>34701</b>	<b>5001</b>	<b>11830</b>	<b>51532</b>
<b>FY 15/16</b>	<b>4263</b>	<b>4234</b>	<b>8497</b>	<b>26182</b>	<b>7854</b>	<b>8524</b>	<b>42560</b>
<b>FY 14/15</b>	<b>3686</b>	<b>3572</b>	<b>7258</b>	<b>71113</b>	<b>5985</b>	<b>8103</b>	<b>85201</b>
<b>FY 13/14</b>	<b>3199</b>	<b>2914</b>	<b>6113</b>	<b>87073</b>	<b>4098</b>	<b>9374</b>	<b>100546</b>
<b>FY 12/13</b>	<b>3121</b>	<b>3083</b>	<b>6204</b>	<b>31135</b>	<b>4430</b>	<b>11049</b>	<b>46614</b>
<b>FY 12/11</b>	<b>3219</b>	<b>3181</b>	<b>6400</b>	<b>41183</b>	<b>4275</b>	<b>15823</b>	<b>61281</b>
<b>FY 10/11</b>	<b>3023</b>	<b>3085</b>	<b>6108</b>	<b>73458</b>	<b>4119</b>	<b>12004</b>	<b>89581</b>
<b>Average</b>	<b>3526</b>	<b>3475</b>	<b>7001</b>	<b>52698</b>	<b>5168</b>	<b>11759</b>	<b>69625</b>





<b>Rental Cars</b>							
<b>CY</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
JAN	2	2	11	4	2	24	38
FEB	5	4	8	4	23	37	27
MAR	9	5	7	4	14	24	59
APR	4	5	10	7	25	35	49
MAY	14	9	8	4	24	40	60
JUN	9	12	28	8	28	36	67
JUL	22	16	30	16	55	67	93
AUG	24	3	25	10	53	55	93
SEP	14	10	14	16	37	54	
OCT	8	5	13	9	22	39	
NOV	14	2	11	3	21	40	
DEC	1	1	4	7	25	25	
<b>Total</b>	<b>126</b>	<b>74</b>	<b>169</b>	<b>92</b>	<b>329</b>	<b>476</b>	<b>486</b>

<b>Courtesy Cars Loaned Out</b>								
	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
JAN	0	0	33	23	28	21	16	31
FEB	2	0	16	17	23	21	24	14
MAR	2	0	29	41	25	32	32	46
APR	2	0	28	36	42	26	32	40
MAY	9	0	29	20	45	51	39	39
JUN	14	0	19	43	48	37	54	40
JUL	10	28	39	41	52	57	53	52
AUG	0	27	19	38	43	45	35	43
SEP	0	25	25	32	31	45	43	
OCT	0	35	12	22	14	41	34	
NOV	0	22	19	29	22	11	28	
DEC	0	8	10	16	17	17	11	
<b>Total</b>	<b>39</b>	<b>145</b>	<b>278</b>	<b>358</b>	<b>390</b>	<b>404</b>	<b>401</b>	<b>305</b>

I have included some pictures from August.



B-25J: G-500: G600



Phenom 300





Gulfstream IAI G-100 & Super King Air 350



Citation IV









# Memo

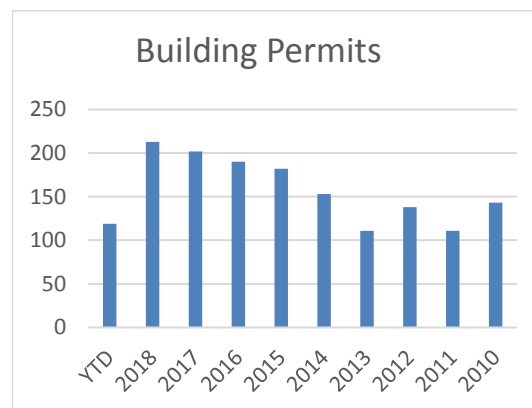
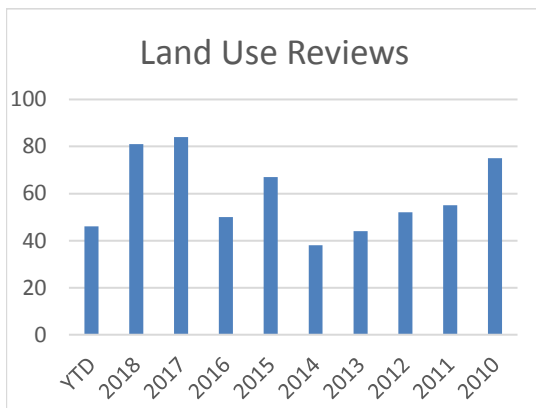
**To:** Spencer Nebel, City Manager and City Council  
**From:** Derrick Tokos, Community Development Director  
**Date:** July 5, 2019  
**Re:** Department Update

## **BUILDING AND LAND USE PERMIT FIGURES**

The following is a summary of building and land use activity for July/August of 2019 and related trend data.

	Building Permits	Electrical Permits	Plumbing Permits	Mechanical Permits (Eff: 7/16)	Construction Value	Land Use Actions
July/Aug	33 (\$24,645.92)	46 (\$6,145.46)	10 (\$997.13)	32 (\$3,178.95)	\$1,529,791	15 (\$5,682.00)
2019 Total	119 (\$204,771.50)	182 (\$25,641.83)	50 (\$6,103.77)	99 (\$11,514.04)	\$19,889,858	46 (\$20,782.00)

2018	213 (\$391,515.03)	298 (\$50,792.82)	84 (\$41,358.76)	147 (\$70,516.18)	\$30,142,999	81 (\$29,745.00)
2017	202 (\$384,598.23)	347 (\$67,162.20)	73 (\$13,951.66)	184 (\$23,235.95)	\$49,416,705	84 (\$22,006.00)
2016	190 (\$176,506.12)	330 (\$47,902.99)	77 (\$21,938.72)	83 (\$14,443.32)	\$19,980,329	50 (\$27,131.00)



## **STATUS OF SIGNIFICANT CONSTRUCTION PROJECTS**

**Nazarene Church Outreach/Community Center:** Construction continues to progress slowly. Electrical plans submitted, electrical permit renewed, and inspections performed. Notice of structural permit expiration sent to owner. No response to notice and structural permit expired. City met with church to discuss steps required to finish building, including the option of finaling the shell only, and is awaiting a response. Roof repairs have been undertaken and church appears to be fundraising to pay for additional improvements.

Teevin Bros. Log Yard: Permit issued 12/31/15. Port to begin construction once they obtain the balance of the project funding. Port has undertaken additional excavation work to keep the building permit active and is making their annual SDC installment payments. A letter has been sent to the Port asking that they make a decision on proceeding with the development or abandoning the permit (in which case SDCs paid to date will be refunded)

Wilder, Phase 2B (28 Apartment Units): All seven (7) four-plex buildings have been finished.

Samaritan Pacific Communities Hospital Remodel and Expansion at 930 SW Abbey Street: – Temporary occupancy issued for all floors of the expansion building. Demolition work on the older multi-story building complete, permits have been issued for the remodel, and the seismic retrofit is underway. Exterior framing is complete and brick veneer is being installed. Interior framing is ongoing. New parking off-street parking is being phased in. Curb, gutter and sidewalks are being built, and once construction is finished, City will overlay streets with reimbursement from hospital per IGA.

Seismic Upgrades to main Fire Station: – Substantially complete. Station is operating under temporary occupancy. ADA access and striping of the parking lot to occur soon. Fire alarm system is also to be installed.

Newport Memory Care at 535 NE 71<sup>st</sup> Street: – Construction of a new 19 suite (24 bed) memory care facility at the end of NE 71<sup>st</sup> Street. Grading permit issued. Public Works signed off infrastructure work. Building permit is ready to issue. Issue has come up with the boundary survey monuments that need to be corrected.

Wyndhaven Ridge Apartments (@ 31<sup>st</sup> and Harney): – Construction of 66 unit multi-family project. Mix of 1, 2 and 3 bedroom units. Permit for grading and on-site utilities issued. Off-site utility plans under review by Public Works. Owners request for a height adjustment for the buildings was denied by the Planning Commission at a hearing on 2/26/18. Owner revised plans and submitted for review, but has asked that they be put on hold for the time being. Staff met with the owner and their new design team on 7/10/19 for project update. They hope to begin the initial phase in summer of 2020.

Surfview Village Apartments at NE 60<sup>th</sup> Street: - Construction of 110 units of low income rental housing. State subsidized, privately managed project. Project includes redevelopment of the Agate Beach RV Park and park tenants have been relocated. Developer received a 10-year, \$1.6 million property tax exemption from the City on 5/6/19. Landwaves (i.e. Wilder) transferred SDC credits to the project, reducing those charges by over \$123,000. Permits have been pulled and developer is moving ahead with earthwork, installation of underground utilities, and foundations.

Habitat for Humanity: – Duplex to be built on city-owned lots abutting 10<sup>th</sup> and Pine per agreement with Habitat. Permits were issued 8/7/17. Units are framed, roofed, and sided. Rough inspection on utilities and framing performed and the project is at the drywall stage.

OSU Student Housing Project: – Amendments to planned development reduced the number of buildings from 11 to 3. Construction costs were greater than what OSU had anticipated. The University is revisiting whether or not they want to self-fund the project or enter into a public/private partnership. They are also exploring modular construction as a way to reduce project expenses. OSU staff is indicating that they are a month or two from announcing how they intend to proceed.

OSU Marine Studies Initiative Building: – 72,000 sq. ft. classroom research facility with a tsunami vertical evacuation assembly area. Building permit issued, foundation is complete, and work on interior shafts and shear walls is substantially complete. Contractor is substantially finished with exterior framing and sheathing and interior framing is ongoing. Parking lot has been constructed.

Les Schwab Tire Store (550 E Olive): - . Building permit issued, demolition and site preparation is complete, foundation has been constructed, and the structure has been framed and sided. Drywall is being installed.

Yaquina Industrial Park (1430 SE Bay Blvd): - Permit issued for site grading and installation of water and storm drainage utilities. Earthwork is complete. Awaiting submittal of plans for first two warehouse buildings.

Newport Brewery. (1118 SW Canyon Way Dr): - Building expansion for restaurant and brew pub. Temporary certificate of occupancy has been issued. Outstanding issue is interior/exterior handrails.

Pacific Seafood Workforce Housing (644 SW Coast Hwy): - Building plans submitted to renovate retail/office building into dormitory style housing for seasonal workforce housing. Permits are ready to issue. Project is on hold due to cost of exactions (i.e. requirement that SW 7<sup>th</sup> be paved). Owner is investing in traffic study.

## **SIGNIFICANT PLANNING PROJECTS**

**Pacific Marine Energy Center – South Energy Test Site (PacWave):** An OSU managed, U.S. Department of Energy funded grid connected wave energy test facility off the coast of Newport. Will include 4 test berths that can accommodate 20 devices. OSU has submitted a final license application to FERC addressing environmental impacts associated with the project. In spring of 2018, OSU purchased 5-acres south of Newport as the shore based facility. Initial operation is expected to begin 2021-2022.

**Affordable and Work Force Housing Initiatives:** Proud Ground is leveraging a state grant and City housing fund dollars to help families purchase homes via down payment assistance grants. Three of the eight grants they are offering will be for homes within the Newport city limits. Homebuyer education and outreach meetings are being held with major employers to help qualified buyers obtain required approvals, and the first qualified buyer in Newport closed on a home in mid-January. Habitat for Humanity is constructing a duplex on land that will be donated by the City of Newport. They have pulled building permits and initiated construction. Two tax incentive proposals to make multi-family development a more attractive option in Newport were approved by the City Council on 8/7/17 and the Lincoln County Board of Commissioners on 10/18/17. A 110 unit, state subsidized private affordable housing project known as “Surf View Village” submitted the first application under the multi-family program, and that request was approved by the Council on 5/6/19. This project also benefitted from an SDC credit transfer from Landwaves, an option that the City Council put in place on 7/16/18. The City implemented SB 1051 on 1/3/18 making residential over retail an outright, as opposed to conditional use, in the City’s commercial zones (except for the Nye Beach Design Review District) and loosened up its rules for Accessory Dwelling Units. City is partnering with Lincoln County on a DLCD grant to support the development of regional strategies for facilitating affordable housing. The grant was approved, and a final report has been submitted to the partner jurisdictions.

**Vacation Rentals and B&B Code Amendments:** The City Council adopted Ordinance No. 2144 on 5/6/19 establishing new administrative and land use requirements for short-term rentals. The ordinance was adopted by emergency, meaning it went into immediate effect, with July 1, 2019 being the first date that the City will accept applications under the new ordinance. Since the number of existing licensed, or pending, vacation rentals within the new zoning overlay is at or above the license cap set by Council, persons seeking a new vacation rental license are being placed on a wait list. A third-party vendor has been hired to assist with enforcement and the city is working with existing license holders to wrap up the renewal process. The short-term rental implementation work group met for the first time on 8/20/19 and will meet again in late October or early November.

**Northside Transportation System Plan Update:** City/County staff and elected officials met with ODOT in 2013 to initiate a Transportation System Plan (TSP) update that will include options for future replacement of the bridge. Traffic counts and baseline modeling completed in 2013 and 2014. ODOT Region 2 and Newport Urban Renewal are contributing \$250,000 each to conduct community outreach and develop a long range transportation plan, including how best to rework the transportation network in the City Center area to facilitate redevelopment. A consultant team has been selected through an ODOT selection process and a scope of work has been developed. Consultants are now under contract with the state and an intergovernmental funding agreement has been adopted. The City Council established a project advisory committee and a project schedule and public involvement plan have been being drafted. Traffic counts will be performed over the summer of 2019 and a regulatory “gap” analysis will be undertaken. Existing and forecasted future condition reports and maps will be developed in advance of public outreach, will begin in earnest in the fall. The first, formal project management team meeting occurred on 7/12/19.

**South Beach Urban Renewal Infrastructure Improvements:** Design is substantially complete for the 32<sup>nd</sup> to 35<sup>th</sup> Street signal relocation project and ODOT is in the process of securing rights-of-way and easements needed to complete the work. Environmental permitting for wetland impacts is also being performed. This phase of the project will extend through 2019. An Intergovernmental Agreement committing construction funds is likely to be submitted to the City Council in the fall of 2019. City’ share of the construction costs has been budgeted. Construction is anticipated to occur in the summer of 2020. ODOT has committed roughly \$1.5 million in additional funds for full reconstruction of the affected stretch of US 101. That decision was made on 4/18/19, when the Oregon Transportation Commission approved the project for construction. Funding for the construction phase is a little over \$6.5 million. City to remove

**Parking Study:** Advisory committee has wrapped up its refinements to the 3/8/18 study by Lancaster Engineering. The study, with the Committee’s refinements, will now be presented to the Planning Commission and City Council for potential adoption into the public facilities element of the Newport Comprehensive Plan. The plan calls for a metering and parking permit program for the Bay Front and a business license fee / permit parking program for Nye Beach. The On 6/4/19 the advisory committee recommended a package of proposed Comprehensive Plan policy and implementation measures and an ordinance establishing a standing committee to provide program oversight. The Planning Commission held a work session on 7/8/19 to consider the proposals and elected to initiate the legislative process. A hearing was held on 9/9/19, after which the Commission provided an unfavorable recommendation on a 4-3 vote. A report will be prepared for the 10/7/19 City Council meeting to see how the Council wants to proceed.

FEMA HMGP for Purchase of Landslide Damaged Properties along NE 70<sup>th</sup> Drive: Awaiting receipt of final reimbursement. Project is otherwise closed out.

FEMA Flood Study and new FIRM Maps: Draft copies of the new Flood Insurance Rate (FIRM) Maps and Study were issued on 8/2/17 and are available on the city website. A group of property owners in Southshore filed an appeal related to their lots. FEMA reviewed, and approved the appeal. Revised preliminary maps were released for public comment on 9/28/18. Planning Commission reviewed the maps on 12/10/18 and concluded that no further comment was needed. On 4/18/19 FEMA issued a final flood hazard determination letter, advising the City that the new flood insurance rate maps and study will be effective 10/18/19. Local legislative adoption is required. On 5/17/19 FEMA informed the City that it will be the subject of a Community Assistance Visit, meaning that the City will need to work directly with FEMA on adoption of the new maps and any changes to its development code. FEMA conducted the CAV on 8/27/19 and made request for code updates on 9/2/19. Commission reviewed amended code on 9/9/19 and a public hearing is scheduled for 9/23/19.

SE 62<sup>nd</sup> Street Right-Of-Way Acquisition: MOU between the City, Newport Urban Renewal, and Landwaves, Inc. approved 9/6/16. Staff secured the services of an appraiser and surveyor and survey work has been performed to establish a roadway alignment for SE 62<sup>nd</sup> Street. Staff, the surveyor, and landowner met on-site to assess the alignment on 2/9/17 and owner requested further adjustments in 2018. Dedication documents for SE 50<sup>th</sup> Street, which is currently an easement access, are complete and the surveyor is working on the new 62<sup>nd</sup> Street alignment. Met with surveyor and owner representative in the field on 9/4/19 to discuss additional clearing needed before final survey can be completed.

Brownfields Coalition: A coalition led by Cascades West Council of Governments (COG), including Newport, Toledo, the Confederated Tribes of the Siletz (CTSI), and Lincoln County, has been awarded a \$600,000 EPA Brownfields Planning Grant. The grant is intended to identify and prioritize brownfield opportunity sites for redevelopment in Lincoln County. Grant funds can pay for Phase I and II Environmental Site Assessments, cleanup planning, redevelopment planning, and pro forma and market analysis of public and privately owned properties with known or perceived environmental contamination. Outreach and other informational materials related to the Brownfields Planning Grant have been posted to the CDD website. COG staff have convened a Brownfields Advisory Committee (BAC) comprised of community stakeholders to prioritize and begin selecting sites to be submitted to the Coalition for nomination/approval to the EPA. The site selection process is ongoing.

Tree Plan: The draft recommended species list for planting in Newport has been finalized. Staff met with the Parks and Recreation Advisory Committee on 1/23/19 to present a draft of code options for regulating tree removal and replacement on City property through the Right-of-Way permitting process. Staff presented a final version of the draft code, incorporating the Committee's recommendations, to the Parks and Recreation Advisory Committee at their February meeting. The Planning Commission held a work session on 5/13/19, after which it initiated the legislative amendment process to incorporate elements of the Tree Plan into Newport's Municipal Code. A public hearing had been scheduled for 7/8/19; however, that meeting will be continued to 7/22/19 to allow time for additional work on the draft ordinance. Commission recommended its approval and the Council adopted the ordinance on 9/3/19.

Park System Master Plan: The Park System Master planning process is now complete and a final plan has been prepared. An executive summary with key goals, policies, and implementation measures has been reviewed by the Planning Commission and the legislative process has been initiated. A public hearing before the Commission was held on 7/22/19. The Commission provided a favorable recommendation, and a City Council hearing is scheduled for 9/16/19.

### **COMMITTEE WORK**

In July/August, staff supported and/or attended meetings of the Newport City Council, Planning Commission, Homelessness Taskforce, Bike/Pedestrian Committee, TSP Project Management Team Kick-off, Urban Renewal Tour (City Manager's Conference), Ferry Slip Utility Undergrounding meeting, Surfview Village Pre-Construction meeting, Natural Hazard Mitigation Plan Work Group, Census 2020 Kick-off, LODGINGRevs Implementation Kick-off/Training, Big Creek Trail Outreach Meeting, South Beach Utility Undergrounding Open House, STR Implementation Work Group, and FEMA Community Assistance Visit.



Date: September 5, 2019

To: Spencer R. Nebel, City Manager  
Mike Murzynsky, Finance Director

From: Steve Baugher, Assistant Finance Director

Subject: August 2019 Finance Monthly Report

**Water/sewer Billings -summary and Aging detail**

On August 31, 2019, a total of 4,579 water/sewer accounts were billed for a combined amount due of \$1,158,635. Water/sewer billings include charges for water and sewer user fees, infrastructure and storm water fees, sewer quantity charges (if there is water consumption), and fire line charges for nonresidential accounts. For the Aging Report for August 31, 2019, \$1,041,582 is current, \$78,140 is past due from July billings, \$8,513 is past due from June billings, and \$104,495 is past due from May and prior billings.

**Accounts Receivables - General**

The accounts receivable report includes outstanding amounts due to the City for airport rents/leases, landing fees and fueling charges, car rentals at the Airport, building permits, and septic tank disposal.

The August 31, 2019, Aging Report shows accounts receivables at \$113,600. This amount includes a Bed & Breakfast business debt of \$3,045 for delinquent room tax monies. Due to filing of a lien on personal property, an amount of \$25,599 was added to the Accounts Receivable (AR) listing in May 2014. This lien was pursuant to a court judgment based on code enforcement issues on the subject property. A summary of the August 31<sup>st</sup> aging report is provided below for your information.

Billings:		
Future and current	25,887	22.79%
Over 30 days	11,412	10.05%
Over 60 and 90 days	5,493	4.84%
Over 120 days	70,808	62.33%
	<u>113,600</u>	<u>100.00%</u>

One septic tank disposal service, K&K Toilet, has a balance of \$19,395 owed by over 150 days as of August 2019. This represents non-payment for a timeframe going back to

about the second quarter of calendar year 2012. The account has been turned over to collections per the City Attorney directions.

The Hertz Corporation is past due by approximately \$15,594. The Airport Director and City Manager are working with Hertz Corporation to resolve.

The net receivables, excluding the four aforementioned accounts in the amount of \$63,633, total \$49,967.

## Room Tax

The monthly chart shows that Room Tax revenues have an average increase of 11.53% between the 2015 and 2016 fiscal years, the comparison for the years between 2016 and 2017 fiscal years, show an increase of 5.74%, the comparison for the years between 2017 and 2018 fiscal years, show an increase of 13.61%, and the comparison for the years between 2018 and 2019 fiscal years, show an decrease of 2.33%. We have the data through July of the 2019-20 fiscal year, the comparisons between it and the 2018-19 fiscal year, we show a decrease of 23.24%. Due to start of tourist season, a couple of the major hotels have not turned in their July tax returns.

City of Newport

### Room Tax Collections

	2015-16	2016-17	2017-18	2018-19	2018 vs. 2019 % Increase	2019-20	2019 vs. 2020 % Increase
July	561,203	574,251	623,424	619,405	-0.6447%	475,435	-23.2433%
August	560,765	558,401	694,943	677,237	-2.5478%		0.0000%
September	372,344	429,247	466,563	443,072	-5.0349%		0.0000%
October	246,642	274,706	289,383	314,268	8.5993%		0.0000%
November	156,947	177,669	167,058	200,612	20.0852%		0.0000%
December	121,038	131,917	164,141	167,605	2.1104%		0.0000%
January	135,107	125,038	162,767	181,927	11.7714%		0.0000%
February	217,381	202,269	253,458	175,567	-30.7313%		0.0000%
March	266,903	278,869	300,083	291,531	-2.8499%		0.0000%
April	243,530	263,340	290,179	264,926	-8.7026%		0.0000%
May	274,872	316,757	393,963	360,519	-8.4891%		0.0000%
June	381,796	409,197	444,774	455,028	2.3054%		0.0000%
Total	3,538,528	3,741,661	4,250,736	4,151,697	-2.3299%	475,435	

## Business licenses

On July 1, 2019, we billed 1,542 Newport business for their annual Business Licenses for a total amount of \$255,815. As the table shows below, there is a total accounts receivable of \$77,446 with \$4,181 over 90 days due.

<b>Billings:</b>		
Current	64	0.08%
Over 30 days	65,141	84.11%
Over 60 days	8,060	10.41%
Over 90 days	4,181	5.40%
	<u>77,446</u>	<u>100.00%</u>

### **Comprehensive Annual Financial Report (CAFR)**

Finance has submitted the City’s CAFR to the Government Finance Officers Certificate of Achievement for Excellence in Financial Reporting Award Program. We are expecting an award notification in September 2019.

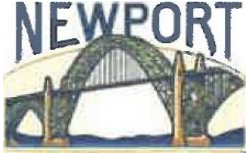
### **2018-19 Audit**

No findings were noted during interim audit completed on July 30<sup>th</sup>. The audit fieldwork is scheduled for the week of October 21<sup>st</sup>.

### **New Utility Rate Structure Implementation**

The new stormwater fee implementation was completed with the July 2019 billings. It is expected that there will be adjustments to some customer’s accounts as staff reviews the complicated tax parcels. A small number of appeals are under review by city staff.





*Rob Murphy, Fire Chief  
Newport Fire Department  
245 NW 10<sup>th</sup> Street  
Newport, Oregon 97365*

September 10, 2019

To: Spencer Nebel, City Manager  
Re: August 2019 Monthly Activities

Here is a brief summary of Fire Department and Emergency Preparedness activities in August.

In the month of August, we had 188 calls for service. Compared to July in which we had 192 calls. This is a 2.08% decrease from last month. In August of 2018, we had 250 calls (this is a 24.80% decrease from last year!). Year-to-date we have responded to 1591 calls in 2019. This is a 3.51% increase from 2018. We responded to 1537 calls at this time last year. There were 4 calls of note in August.

The first call was on August 3<sup>rd</sup>. NFD responded to a fire on the outside of a business at the 300 block of SE 1<sup>st</sup> Street. The fire was knocked down by the occupants prior to our arrival. NFD crews performed overhaul and ventilated the structure. The next call occurred on August 5<sup>th</sup>. Road crews working at the 400 block of NW 6<sup>th</sup> street accidentally severed a 1 inch gas line. NFD secured the area and nearby ignition sources. NWNG was called, and we provided a protection line while the gas crews shut off the gas. On August 11, NFD provided mutual aid to Seal Rock Fire District on a motor vehicle crash at the Ona Beach Curves. NFD assisted with traffic control and patient extrication. The final call of note occurred on August 15. Again NFD provided mutual aid at the Request of SRFD. We responded with our heavy brush unit (Br 3212) to the beach west of Bay Shore. There we assisted in dragging a dead whale calf further up the beach above the high tide line at the request of HMSC scientists.

In August, two volunteers resigned due to relocation, and we welcomed two new volunteers. Our roster stands at 33 volunteers.

The Fire Department was active in the month of August. On August 1, I hosted the City's weekly radio show. I talked about wildland safety, On the Second, I met with HR on a personnel issue. On August 5, I attended a Department head meeting in the morning. City Council was in the evening. On August 6<sup>th</sup>, NFD staff participated in NPD's National Night Out at the Newport Armory. It was a great success and very well attended. I was able to bring my granddaughter along with me and she really had a great time. On August 8<sup>th</sup>, I attended a regular board meeting of the Rural Fire Board. On August 13, I met with the City Manager. On the 15<sup>th</sup>, NFD hosted the monthly Lincoln County Fire Defense Board Meeting. On the 16<sup>th</sup>, Chief Harvey and I met with City Administration on a personnel issue.

On August 19, I attended a department head meeting in the morning and a City Council work session in the afternoon. On the 20<sup>th</sup>, Capt. Helmricks and I met with NWNG officials at our South Beach Fire Station. We are planning for a future Fire School with NWNG. This school teaches Firefighters and NWNG field crews on how to fight natural gas fires. In the afternoon, I met with HR and the City Safety Coordinator to discuss safety committee requirements for the Fire Department. On the 21<sup>st</sup>. I attended a regular meeting of the City Emergency Preparedness Committee. Starting on the 22<sup>nd</sup> and running through the end of the month, I was out of state on vacation.

## **Fire Prevention**

8	Annual Inspections
2	Fire Protection System Inspections
17	Plan Reviews
21	Re-inspections
14	<u>Vacation Rental Inspections</u>
62	TOTAL

## **Community Outreach**

Lt. Giles assisted with 8 families and checked nine car seats all together for the month of July. Of those, there were 3 car seats given away, one recalled seat and one car seat that was non-compatible to the car.

## **Upcoming Activities**

We have many activities planned for the month of September. Working with HR, we are continuing our hiring process for our open firefighter position. We attended the City BBQ at Big Creek Park last Friday. This weekend, NFD will hold its annual BBQ, also at Big Creek Park. WVCC will be holding their monthly Fire/EMS user group meeting on the Coast this month. I will be attending. We are also working on finishing our annual hose, ladder and pump testing. Facilities has been working on building maintenance at our Agate Beach Station and our South Beach Station. We are also continuing work on our new heavy brush engine (Brush 3212). This is the surplus army truck that we purchased from the Federal Surplus Program.

## **Training Report**

### **Past month training subjects:**

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

- Fire Ground Tactics & Equipment
- Hose Handling, Testing and Inspection
- Driver, Cone Course
- EMS, Zoll Monitor In-Service

### **Past month drill hours:**

During the month of August, 115.25 hours of training were documented. Of the 115.25 hours of training in August, the paid staff logged 36.75 hours and the volunteers logged 78.5 hours. Year to date Newport Fire personnel, volunteer and staff combined, have documented 2115.0 hours of training.

### **Monthly highlights and special considerations:**

Newport Fire is continuing a Driver Certification class, with ongoing cone course evaluations. The classroom portion of the driver's course to be scheduled for either Late September or early October. Beginning September 3 the county wide Firefighter 1 Academy starts and is every Tuesday and Thursday, along with a couple of Saturdays, and will run to the end of January. Currently Newport Fire has eight personnel who will be attending the Academy and the total Academy class size is 35 to date. This is the most volunteers NFD has had in many years.

Newport Fire Department is currently working with Northwest Natural Gas Company to co-host their annual Fire School. The NWNG Fire School last for two days with one day of classroom time and one day of live fire training. Newport Fire Departments main contribution is to assist with the location and support for the live fire-training portion.

## **Emergency Preparedness Monthly Report R. Martinez, Coordinator**

### **Emergency Preparedness Activities:**

- Participated in monthly Oregon Emergency Managers Conference Call
- Participated on Oregon Emergency Managers Association planning Conference Call
- Participated in monthly Emergency Preparedness Committee meeting
- Meet with OSU Grad Student on Emergency Preparedness Project
- Met with Red Cross regarding designating shelters in Newport
- Met with Emergency Management Volunteers to discuss Fall 2019 events
- Conference Call with Emergency Manager from Lincoln County School District
- Attended FEMA Flood Plain workshop at City Hall
- Met with Grad Student from Samaritan Health Care regarding emergency preparedness
- Attended Samaritan Hospital Resiliency Summit
- Attended Samaritan Hospital Water Planning meeting

### **Monthly Highlights and Special Considerations:**

- Participated at Oregon Coast Aquarium Community Outreach, spoke to 150+ visitors
- Continued outreach for LISTOs program, which provides emergency preparedness training in Spanish
- Hosted Emergency Preparedness booth at Newport Farmers Market
- Tour of Milepost 97 Wildfire Basecamp with Douglas County Emergency Management
- OEMA Quarterly Meeting in Salem
- Hosted Gracie Huerta guest speaker at OEMA Quarterly Meeting
- Participated in National Night Out at National Guard Armory
- Worked with Samaritan Hospital Emergency Manager on Table Top Drill for October 2019
- Tour of new Hatfield Marine Science Center Vertical Evacuation Building with Emergency Management Volunteers
- Recruited volunteers for Newport Emergency Management Department

### **Volunteer Support & Social Media awareness:**

Facebook, Newport Oregon Emergency Management: 1361 Likes

Nextdoor (social media platform): 729 Members

Emergency Preparedness Volunteers – In August there were 14 volunteers, with a total of 245.5 hours for July and August:

Respectfully submitted,  
Rob Murphy, Fire Chief

# NEWPORT FIRE DEPARTMENT

## City Report August 2019

	CITY	RURAL	PERMITS ISSUED	CITY	RURAL
FIRE CALLS:	25	3			
AUTOMATIC ALARMS:	2	0	BURN PERMITS:	0	0
MEDICAL CALLS:	106	14	FIREWORKS PERMIT:	0	0
MOTOR VEHICLE COLLISION:	10	1	FIREWORKS DISPLAY:	0	0
RESCUE:	2	0	IN SERVICES AND TOURS:	0	
MUTUAL AID RENDERED:	0	1	TOTAL INSPECTIONS:	0	
MUTUAL AID RECEIVED:	0	0	BUSINESS INSPECTIONS:	0	
AVIATION STANDBY:	0		REINSPECTIONS:	0	
PUBLIC SERVICE:	15	1	PLAN REVIEWS:	0	
HAZARDOUS CONDITION:	5	0	CONSTRUCTION INSPECTIONS:	0	
OVERPRESSURE/RUPTURE:	3	0			
VOLUNTEER HOURS:	0				

### OCCUPANCIES of Fires and Automatic Alarms

AIRCRAFT:	0	0	PROCESSING PLANTS:	1	0
BOATS:	1	0	PUBLIC BUILDINGS:	1	1
HOSPITAL/CARE CENTER:	1	0	REPAIR SHOPS:	0	0
HOTEL/MOTEL:	0	0	RESIDENTIAL:	7	0
LABORATORIES:	0	0	RESTAURANT:	0	0
LAUNDRAMATS:	0	0	SCHOOLS:	1	0
LAUNDRIES:	0	0	SERVICE STATION:	0	0
MANUFACTURING:	0	0	STORAGE:	0	0
MARINA:	0	0	STORES:	0	0
MISCELLANEOUS:	1	0	TAVERNS:	0	0
MOTOR VEHICLES:	0	0	TRAILERS:	0	0
NATURAL COVER:	14	2	UTILITIES:	0	0
OFFICES:	0	0	VACANT BUILDINGS:	0	0

# NEWPORT FIRE DEPARTMENT

## City Report August 2019

### CAUSES of Fires and Automatic Alarms

	CITY	RURAL		CITY	RURAL
ALARM MALFUNCTION:	2	0	HEATING APPLICANCE:	0	0
CARELESS SMOKING:	1	0	INCENDIARY:	0	0
CHILDREN W/HEAT SOURCE:	0	0	PROHIBITED MATERIALS:	1	0
CLEARANCE:	0	0	MISTAKEN ALARM:	0	0
ELECTRICAL:	0	0	OPEN FIRES:	10	0
ENGINE BACKFIRE:	0	0	REKINDLE:	0	0
EXPOSURE FIRE:	0	0	SCORCHED FOOD:	1	0
FALSE ALARM:	8	1	SPARKS:	0	0
FIREWORKS:	0	0	UNDETERMINED:	4	2
FLAMMABLE LIQUID:	0	0	WELDING/CUTTING:	0	0
FLUES:	0	0			
FRICTION:	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: Laura Kimberly, Library Director  
Date: September, 2019  
Subject: Library Department Update

## Administration

On August 13, the Library Director attended the follow-up meeting to evaluate the recent Sister City exchange.

On August 15, the Library staff participated in a Mango Languages Database training webinar to become more familiar with the intricacies of the Mango Language tools now available to the public.

On August 19, the Library Director attended the Oregon Library Association (OLA) 2020 Conference planning committee meeting via zoom. The OLA Conference will take place from Wednesday, April 29-Saturday, May 2, 2020 in Bend, and will be celebrating its 80th Anniversary. The Conference theme will be Equity, Inclusion and Diversity (EDI).

On August 19 and 20, the Library Director, supervising librarians, HR Director and library staff participated in two in-person interviews for two Librarian 1 candidates. A final candidate has accepted the position and will start on Monday, September 30.

We hired, through Barrett Business Services, on part-time temporary staff, Ted Smith, to help fill in gaps starting on September 1, but staffing is iffy just about every day.

On August 22, the planning committee for Staff Development Day 2019, to be held on Friday, October 18, met. The committee discussed the goals for the day, theme, keynote speaker, structure for the day, possible sessions, food, and more. Our next meeting is scheduled for Tuesday, September 17.

On August 28, the Library Director attended the Oregon Library Association's Leadership Institute (LIOLA) mentor conference call via zoom with the members of cohort 3. As part of the LIOLA experience, the

Library Director also gained a network of like-minded leaders dedicated to the success of Oregon libraries and the communities they serve.

On August 30, the Library Director attended the Oregon Library Association 2020 Conference program planning committee meeting via zoom. The Library Director is part of the programming committee and poster session coordinator.

On September 5, the EnvisionWare Software and Hardware was installed. Patrons are able to fax, scan and print in color or black and white, view and pay for their print jobs prior to printing, and do wireless printing.

On September 6, the Library Director attended the fall Public Library Directors' Meeting at the Wilsonville Public Library. The meeting included a presentation about developing administrative rules establishing the minimum conditions for public libraries in Oregon, Census 2020, building public support for your library, and the Go Kids initiative. It was a great opportunity to join public library directors from around the state to discuss pressing issues for public libraries.

On September 6, Vanessa Clausing and Sheryl Eldridge attended the Chamber Luncheon at the Best Western to celebrate the Newport Public Library's 100th anniversary. They shared information about the Library's 100th anniversary celebration and activities that last all year.

On September 9, the Sharp copier downstairs near the reference desk was upgraded with the newest model, the Sharp MX-2630N color workgroup document system. The new copier offers a stunning color output with exceptional ease of use. The new model is designed to provide customers with a seamless, intuitive experience, and the confidence in knowing their jobs will come out right the first time, every time.

On September 9, the library van is scheduled for vehicle maintenance at the Ford dealership.

At the June 16, 2019 Council Meeting, the Council adopted resolution number 3865 establishing and setting the dates for the 2019 Finance Work Group. The first meeting is scheduled for Tuesday, September 10, 2019 from 4-6 pm.

On September 11, the Library Director will attend the first class of Leadership Lincoln at the Oregon Coast Community College. The Library Director will join community leaders as we explore what Lincoln County has to offer and how the Library can contribute to connecting our communities for a better tomorrow. Leadership Lincoln will take place on the second Wednesday of the month from 8:30 am-3 pm.

September also means "back to school" for children all over Oregon. As public libraries transition into autumn, we celebrate National Library Card Sign-Up Month in September. Between school, homework, sports, games, work, friends, etc., children need help keeping up with everything they have to do. Please stop into the library to sign up for a library card. It is the first step towards academic achievement and lifelong learning, and is the most important school supply of all. Libraries play an important role in the education and development of children.

The Newport Public Library will also celebrate the American Library Association's (ALA) Banned Books Week from September 22-28, 2019. The ALA encourages all libraries and bookstores to acquire and make available materials representative of all the people in our society. The freedom to read is essential to our democracy and reading is among our greatest freedoms.



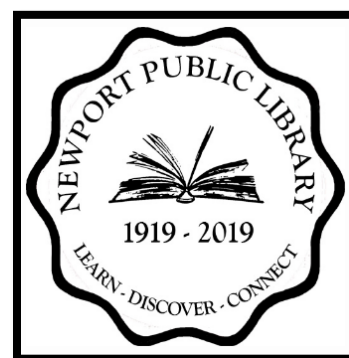
The 2020 Ready to Read grant application was successfully submitted prior to the August 31st deadline. The Ready to Read grant program is managed by the State Library and distributes state general funds to legally established public libraries in Oregon on a yearly basis. Libraries use the Ready to Read grant to fund early literacy services and/or summer reading programs. Every year, libraries must apply for funds and then report on how their grant-funded activities support youth in their communities. This year grant money has been allocated for a Dia de Los Niños event on April 30, 2020.

The Library Director and supervising librarians are busy working on the 2019 Oregon Public Library Statistical Report. The reporting deadline is October 1. The State Library of Oregon collects annual service measures and other statistics from all legally established public libraries in the state. Much of this data is then reported to the Institute of Museum and Library Services (IMLS) to inform a national Public Library Survey data collection effort. The data reporting period matches the state fiscal year each year, July 1 through June 30.

### Centennial Celebration


Staff at the Newport Public Library are excited to announce that the Library is turning 100! The Newport Public Library is kicking off celebrations of its 100th year during September 2019. As part of our efforts to celebrate the centennial at the library, we will be throwing a huge party on Saturday, September 14, 2019 from 10 a.m. to 6 p.m. at the Newport Public Library, 35 NW Nye Street.

Be sure to pick up your centennial celebration passport and have it stamped at each location on Saturday, September 14! This centennial celebration program is free; open to the public; and proudly sponsored by the Newport Library Foundation, Thompson's Sanitary, Oregon Coast Bank, Western Title, Canyon Way Dental, Muscle Studio, and Domino's Pizza.



As part of our efforts to celebrate the centennial at the library, we are issuing a Centennial Book Challenge to read a 100 books from Sunday, September 1, 2019 to August 31, 2020. Take the Centennial Book Challenge at the Newport Public Library.







**Take the Centennial Book Challenge!**  
**September 1, 2019 – August 31, 2020**

Read 100 books, eBooks, or audiobooks, and win prizes along the way!

For every 25 books you read, bring your reading log to the library to receive a prize.

We are also inaugurating a Centennial Library Card Design Contest from Saturday, September 14, 2019 to October 19, 2019.



**CENTENNIAL LIBRARY CARD  
 DESIGN CONTEST**

**Your artwork on our cards!**

<https://newportoregon.gov/dept/lib/>



The Newport Public Library is hosting a yearlong history series focusing the “history of” different partner organizations in Lincoln County on the third Wednesday of each month from September 2019-September 2020 from 6:00-7:00 p.m. in the McEntee Meeting Room. This program will be an opportunity for different partner organizations to share their history with our community.

September is National Preparedness Month and we are focusing on emergency preparedness with the City of Newport's Emergency Preparedness Coordinator, Regina Martinez on Wednesday, September 18<sup>th</sup>. Disaster can strike at any time. Whether it's a house fire or an earthquake, a single disaster can change your physical, emotional, and financial health in a matter of seconds. During this program, learn about family preparedness, what goes in a go-bag, what goes in your car, how to prepare a family on a budget and how to stay informed with what is happening in Newport.

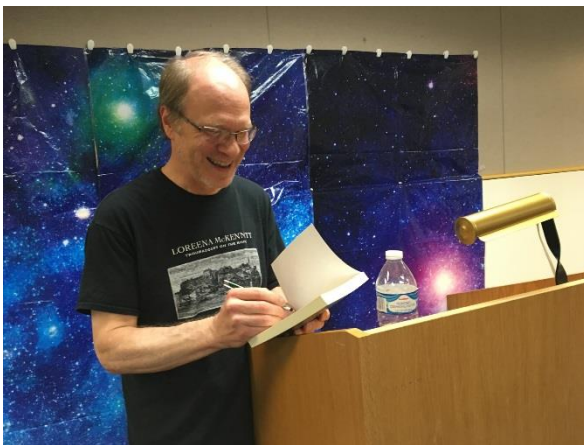


### **Young Adult and Children's Services**

Our Summer Reading Program 2019, "A Universe of Stories", was yet another summer success! We had 255 youngsters (0-11) sign up to participate and 74 teens for the 12-18 age group. We held nine children's programs and three teen programs. Although our staff always takes a huge sigh of relief when the whole shebang is over, we love the Summer Reading Program because it keeps kids reading all summer long with a few incentives along the way, and we have a great line-up of performers.

### **Adult Services**

We offered a variety of programs this month for adults, including Beachcombing 101, Geocaching 101, and a book launch by a local author. We also finished our Adult Summer Reading Programs, with 118 signed up at the library, and 20 signed up at our outreach sites.



*Scott Branchfield reading from his novel and K T Myers presenting Beachcombing 101*



*Adult Summer Reading Prize winners*

## **Circulation**

Circulation staff were quite busy throughout August, checking out and renewing items for patrons, giving T-shirts and other prizes out to Summer Reading participants, and dealing with the usual range of questions about how to access eBooks, how to sign up for a library card, and when the next book or movie in a favorite series will be available. Circulation is still depending on temporary help to adequately cover desk hours. Statistics will be available later this month.

## **Collection Development**

Collection development staff struggle to fit in essential tasks during this time of short staffing, but were relieved to complete an inventory and weed of the Fiction Collection during August. Inventory allows us to identify missing or damaged items, and weeding allows us to remove under-utilized items from our shelves, making space for the influx of new works as well as fresh copies of essential classics. Without weeding our shelves become overcrowded and unpleasant for patrons to browse.

Next we will work on inventorying the DVD collection, which is occasionally struck by disc-thieves clever enough to peel off our anti-theft tags.

## **Outreach**

Two staff members take materials to the residents of senior group homes and to homebound patrons. We held two Summer Reading programs for them, with the winners each receiving a portable DVD player.

Outreach patrons appreciate the service, and look forward to the weekly visits. Many read four or more books a week, and those who can't read, borrow books on CD or watch DVDs that we bring to them.

On August 28, library staff participated in the Oregon Coast Aquarium's Summer Guest Display Program. The staff engaged directly with 107 attendees, provided library services and resource information, and held a raffle for a basket of books.



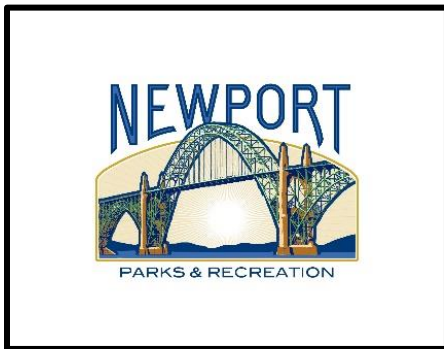
## Volunteers

Our crew of adult volunteers continues to impress us. We have a few folks who are terrific about stepping in and helping out when we have a volunteer out sick or on vacation. This group of volunteers continues to show up, smiling, and make sure our books get back on the shelves in the right place. We have 28 folks who come on a weekly basis. Three are new to us and we are just about ready to let them free without any assistance.

Respectfully,

Laura Kimberly





Date: September 9, 2019  
To: Spencer R. Nebel, City Manager  
From: Judy Mayhew, Interim Director  
Subject: Parks and Recreation – August 2019

### **60+ Activity Center – Peggy O’Callaghan**

The Band Past Forward held a jazz concert at the 60+ Activity Center on August 17<sup>th</sup> with 15 people in attendance.

Come in and check out the beautiful new cabinets in the 60+ Gift Shop. The cost, \$6,470.00, was paid for by the Friends of the Newport 60+ Activity Center and the Newport Senior Association.

The 60+ Activity Center was a rockin’ place on Thursday, August 22<sup>nd</sup>, as the Rockin’ to the 50’s sock hop was held. The 35 attendees enjoyed cool tunes, tasty treats, a photo booth and car show. Thank you to all the volunteers who made the afternoon so much fun.

The 60+ Activity Center office has been blessed with the addition of two new volunteers. Austin Kapalo is a college student who interned here this summer. Austin taught a variety of art classes. Patricia Norenberg joined the office staff on August 20<sup>th</sup> as a trainee through the Easter Seals program. She is currently putting together PSA’s highlighting our volunteers.

There were three educational presentations held at the 60+ Activity Center in July. On August 13<sup>th</sup>, Duane Silbernagle, Financial Advisor with Waddell and Reed held a Social Security seminar to help prepare attendees for retirement. Also on August 13<sup>th</sup>, Regina Ford of Lifelong Home Aging in Place discussed ways to help older people stay safe and comfortable. Aging in Place is a relatively new phrase that means to stay in your preferred home for as long as possible regardless of your age and ability. On August 29<sup>th</sup>, Michael Stout, CCSH and WFPB Advocate, shared the amazing benefits of a whole-food, plant-based lifestyle. A total of 26 persons attended these informative presentations.

Three trips and three hikes kept the 60+ Adventure Van on the road during August. Ten persons made a trip to the Scandinavian Festival in Junction City on August 8<sup>th</sup>. On August 10<sup>th</sup>, a group of seven individuals took a hike to Whittaker Creek Ridge in the Siuslaw Forest. One of our most popular trips is the Garibaldi Train Trip. Nine persons made the trip this month. The van was full as eleven persons traveled to Salem on August 23<sup>rd</sup>

for the Oregon State Fair. Mary's Peak was the destination for our five hikers on August 24<sup>th</sup>. Six persons traveled to Tillamook on August 31<sup>st</sup> to hike Cape Mears. Thank you to drivers Ken Tibbles, Peggy O'Callaghan and Wayne Benson for making it possible for our adventurers to enjoy these outings. Due to circumstances, Wayne will no longer be able to drive the van for us and the hikes scheduled for September have been cancelled.

### **Aquatic Center – Kathy Cline**

This month has been busy with swim lessons! Our July/August group swim lessons ran from July 22-August 2 with a total of 43 students enrolled. We have continued to have a high volume of private lesson scheduled this month, with numbers ranging between 40-56 private lessons per week. Our staff did a great job of stepping up and teaching lots of swim lessons on top of their lifeguarding shifts.

We had to cancel our Aqua Luau Splash Party event this month due to low enrollment numbers (we only had 7 people registered). Low registration numbers have been a pattern with the last few splash parties that we have hosted, but this is the first one that we have had to cancel. Cancelling this event prompted a conversation that forced us to look at the type of special events that we are offering and what we are doing to advertise for them. We have already begun the preliminary planning stages for a winter carnival here at the Aquatic Center. This event will utilize not just our pool space, but our deck space as well. We will offer entertainment and games aside from swimming and we are planning on advertising early and heavily through a variety of platforms.

**Brenda's Aqua Interval** class continues to have very strong attendance numbers, averaging about 20 attendees each class. It is held in the activity pool on Tuesdays and Thursdays, from 12 to 1 pm. I would love to look at possibly adding an additional day for this class. The class is an Interval training format using the current channel, deep water exercises, steps, balance and body conditioning. A wonderful warm water workout for any age or ability. Easy to moderate intensity. Swimming skills are not necessary.



***Here is a picture of Brenda's class taken recently!***

We had a significant issue this month with our spa chemical feed system, which resulted in the spa being closed down (off and on) for almost two weeks. After a visit from Anderson Pools went without a resolution to the problem, I found a service technician that is local to the central coast, and he was able to trouble shoot

and resolve the problem, which turned out to be a clogged injector in the line feeding in to the main water line. To avoid these types of closures in the future, I am going to be discussing setting up a maintenance and service schedule with this tech, having him come out every other month to do routine maintenance on the chemical feed lines and pumps.

I met with the Accounts Manager from NW Natural, Cliff Hazen, to discuss how we can save on our natural gas costs. He described a specific rate schedule that we qualify for based on our usage that would result in a savings of approximately \$12,000 dollars annually, or 21.5 percent reduction in overall cost. The plan includes a *higher fixed rate*, but a significantly lower per therm rate. With approval I can fill out the request form and have this new rate go into effect for the City as soon as our October billing. I have attached the document that explains this rate schedule and savings.

The annual Seahorse swim meet took place this last month, August 9<sup>th</sup> through the 11<sup>th</sup>. The swim meet is an invitational competition with 12 teams from around the northwest. We had approximately 100 swimmers for the Friday night competition, and around 200 swimmers for the Saturday and Sunday competition. Newport ran away with the winning point totals; winning the boys, girls and total team first place trophies. The event went off without a hitch, and the feedback from the Newport Swim team has been positive.

For those who do not get a chance to see what it looks like in our beautiful facility when we host one of these big swim competitions, I have included some pictures from the event!



***Spectators***



***Warm-ups***



***Relay event***

## CUSTOMER RATE SCHEDULE/OPTION GUIDE

*FOR OREGON RATES EFFECTIVE 04/01/19*

**Customer:** City of Newport Aquatic Center  
**Site Address:** 225 SE Avery St. Newport, OR  
**Account #:** 3286845-7  
**Comments:** Projections based on the most recent rolling 12 month period

**03 CSF V** : Current Rate Schedule / Service Type / Option

**393** : Highest Peak Demand Day / Maximum Daily Delivery Volume (MDDV, in therms)\*

**\$ 0.24649** : Oregon Sales WACOG / Therm

### 2019 Usage Profile

JAN:	7,091.0	JUL:	4,048.0
FEB:	7,993.0	AUG:	3,299.0
MAR:	7,998.0	SEP:	4,207.0
APR:	5,933.0	OCT:	4,487.0
MAY:	5,329.0	NOV:	4,935.0
JUN:	5,054.0	DEC:	7,360.0

**TOTAL THERMS:** **67,734.0**

Rate Schedule / Industry / Service Type	Pipeline Capacity Option	Fixed Charges	Base Rate and Adjustments	Sales WACOG	Storage Charges	Pipeline Capacity Charges	Public Purpose Charge	Total Annual Cost **	Cost per Therm ***	
<u>Current Schedule:</u>										
03 CSF	Vol	\$180	\$28,642	\$16,696	n/a	\$7,395	\$2,344	\$55,256	\$0.81578	
<u>Selected Schedule:</u>										
32 CSF	Vol	\$8,100	\$9,496	\$16,696	\$963	\$8,137	n/a	\$43,391	\$0.64061	
<b>Impact of Change</b>		-	\$7,920	(\$19,146)	\$0	\$963	\$743	(\$2,344)	(\$11,865)	(\$0.17517) -21.5%

Additional Schedule:

<b>32 CSF</b>	<b>MDDV</b>	\$8,100	\$9,496	\$16,696	\$963	\$8,383	n/a	\$43,637	\$0.64424	-21.0%
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\* The highest gas use during a day within the Peak Period is multiplied by the Firm Pipeline Capacity Charge and is a part of the rate schedule 31 or 32 Peak Demand Day annual cost.

\*\* Assumes single Service Type customer on Annual Sales WACOG (weighted average cost of gas) and 04/01/19 rates. Effective 01/01/19, the annual cost for an Oregon commercial customer on rate schedule 3 CSF (commercial sales firm) or 31 CSF includes a 4.43% Public Purposes Funding Surcharge. Additional taxes or charges may apply.

\*\*\* Does not include all franchise taxes, meter rental, standby, Advanced Automated Meter Reading device, Coos Bay, special location-related fees, or miscellaneous charges.

\*\*\*\* Total annual cost on a per therm basis is based on a particular gas usage profile, and will vary by therms used and year.

### Recreation Center – Judy Mayhew

The annual Coastal Quilters Guild Quilt Show was held at the Recreation Center on August 2 & 3. The quilters report that they had over 1200 people attend, from over 9 different states. With set-up of the event a full day ahead, this is one of our biggest rental weekends of the year.

Jenni Remillard assisted with the Mombetsu Sister City visitors, leading a tide-pool excursion and sharing an exchange activity between American and Mombetsu students.

Our multi-purpose room and kitchen were used for the annual Seahorse Swim Meet, August 9 through 11. Several hundred people were in the building over the weekend for this event. The Interim Director attended the Planning Commission work session on August 12, which included a public hearing on the updated Parks Master Plan.

The Recreation Center was represented by two of our Rec Leaders at National Night Out, handing out information and SWAG to those who attended.



The Interim Director attended the Big Creek Trail Meeting on August 13 to hear various concerns and become more familiar with the project.

Several of our Rec Leaders have gone back to college which means that we are once again in the process of filling two positions for our School's Out program.

We interviewed applicants for the open Control Desk position and offered the job to Jed Hansen, who will be starting with us shortly.

The Interim Director met with Anita Albrecht, City of Newport Landscape Specialist, to discuss our Bee City USA status and the possibility of making bee-friendly corridors within Newport. Anita will be attending the Parks and Recreation Committee meeting on September 25.

The Interim Director attended the 60+ Advisory Committee Meeting on August 26. Subjects discussed included transportation/access for Lincoln County and upcoming events.

Staff met with McKenzie Purdom to discuss the possibility of setting up a haunted house and other activities using the Clubhouse. More meetings are planned as we move forward with this idea.

Jenni Remillard and Rec Leader Scout Shephard represented the Recreation Center at the Sam Case "Teacher Night," where families went to meet the teachers, enjoy some Mo's Chowder and find out about available activities. Jenni and Scout handed out a large number of registration forms for the School's Out program.

The last day of Summer Activity Club was Friday, August 30, with the Afterschool Program starting on Tuesday, September 3, right after Labor Day.

With two big events this month, we had over 21,000 people in the Recreation Center during the month of August.



Mombetsu kids on Marine Discovery Tours



Summer Activity Club field trip to Cape Perpetua

## **Sports Division – Mike Cavanaugh**

August 1: Adventure Paddle Camp took place at the Newport Reservoir. The camp had 8 youth that learned how to kayak, stand up paddleboard, and surfing techniques.

August 5-9: Fishing Camp took place at the Newport Reservoir. The camp had 9 youth that learned how to fish, crab and clam in the surrounding area.

August 12-16: Survival Camp took place at Big Creek Park. The camp was full with 13 youth. Kids learned to build primitive shelters, start fires with flint and steel, and plant and animal identification.

August 19-23: Basketball Camp took place at the Recreation Center. The camp was a partnership with the high school basketball teams. They use the camp as a fundraiser for their program. 76 youth participated in the camp.

August 26-30: Little Ninja Parkour Camp took place at Big Creek Park. The camp had started with 10 youth registered. Some parents did not like the structure of the camp, so the final number of kids registered were 4 after issuing 6 refunds. This camp will be evaluated for improvements.

August 1-31: Continued coordinating and planning for the Agate Beach Surf Classic. The contest is on September 7-8. Collaborating with City staff, private businesses and volunteers to create this year's contest. So far, we have 70 preregistered surfers.

August 31: Buccaneer Rampage Mud Obstacle Race took place at the airport. Had 103 racers and 120+ in total attendance. Final revenue numbers are not in yet due to several invoices still needing to be paid. It appears the event will only net around \$200. All proceeds go into our youth scholarship fund.



Noble  
Professional  
Dedicated

## Newport Police Department **Memorandum**

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**Date:** September 11, 2019  
**To:** Spencer Nebel, City Manager  
**From:** Jason Malloy, Chief of Police  
**Subject:** Department Report – August 2019

August was National Night Out month. NPD hosted the event at the National Guard Armory for the second year. The event saw over 800 attendees. We received incredible positive feedback from both vendor and attendees.

I met with Centro de Ayuda member Debra Jones. We discussed a disconnect that she has observed between our Latino community and Police Officers. Specifically, she heard of a few cases where the Police were called, but she did not feel the officers responded appropriately. We discussed procedures and suggestions to improve communication and services with our Latino community.

I met with Toledo Mayor Rod Cross to discuss dispatch options and the possibility of one Lincoln County dispatch center. This has been a topic of discussion for some time. We discussed funding, operation and possible steps needed to move forward with a central dispatch center in Lincoln County.

I attended Officer Andrew Becerra's Police Academy graduation. He returned to work the week of August 12 to continue his 17-week field training schedule.

I hosted the City Radio show. Guests for the show included CSO Ballentine and CSO Folmar. We discussed common nuisance violations and CSO Folmar's role monitoring and enforcing short term rental codes.

I attended the City's short-term rental implementation workgroup kick off meeting. The group discussed next steps and the process to monitor and enforce STR ordinances.

I attended the City's Emergency Preparedness Committee Meeting at City Hall.

NPD moved forward with the selection of a Detective position. Officer Jon Humphreys was selected after a competitive process to fill a vacant Detective position. Detective Humphreys will be assigned as a general duty detective with an emphasis on Street Crimes. Street Crimes is an emphasis on drug and property-related crimes.

Ann McCandless and CSO Ballentine attending the annual CJIS conference in Seaside. The conference discussed requirements and changes to CJIS, which our agency is required to follow.

NPD hosted police officer testing. NPD currently has two vacant police officer positions to fill. After testing, eight applicants were invited to oral interviews, which are scheduled for September. We anticipate one of the positions to be hired in October.

I was a guest on the Sheriff's radio show. Topics included a wrap up of National Night Out and a discussion about back to school safety.

**Significant Events:**

- Officers concluded a 10-month investigation with the arrest of 22 individuals for drug-related charges associated with a frequently complained house in Newport.
- Officers responded to an assault at Agate Beach State Park. The suspect was located and arrested for felony assault charges and bias-related crimes.
- Officers were busy during the summer months. During the month of August, officers responded to 1,679 calls for service and made 124 arrests.

Volunteers worked a total of 223.75 hours for the month. Events included National Night Out, filing, general patrol, court bailiff duties, vehicle maintenance, and assistance with administrative duties.

# Newport Police Department Monthly Statistical Review



SELECTED CALLS FOR SERVICE (CFS)	AUGUST 2019			ARRESTS
	THIS MONTH	LAST MONTH	SAME TIME LAST YEAR	
SEX OFFENSE		2		1
ROBBERY		0		0
ASSAULT		14		7
BURGLARY		2		0
THEFT		47		10
MOTOR VEHICLE THEFT		3		1
FRAUD		3		0
GRAFFITI/VANDALISM		1		0
NARCOTIC/DRUGS		14		28
DOMESTIC DISPUTE		20		0
LIQUOR VIOLATION		0		0
DUII		3		11
TRESPASS/PROWLER		35		10
HIT & RUN		0		3
ANIMAL PROBLEM		31		0
SUSPICIOUS PERS/ACT/VEH		116		0
ALARM		36		0
ASSIST OUTSIDE AGENCY		71		0
WARRANTS		0		19

**TOTAL CALLS FOR SERVICE**    **1,679**    **1,730**    **1,816**    **124**

August Overtime Hours	
Shift Coverage	57.5
Court	37.75
Investigations	19
Administration	3
Training	54
Other	65.25
Grant	0
<b>TOTAL HOURS</b>	<b>236.5</b>

Top 5 Traffic Citation Charges	
Driving While Suspended	24
Driving Uninsured	13
No Operators License	10
Fail to Carry Proof	9
Fail to Obey TCD	3
<b>TOTAL CITATIONS</b>	<b>94</b>

**PARKING CITATIONS**    **177**  
**TRAFFIC WARNINGS**    **8**

**Volunteer Hours**    **223.75**