

Monthly Departmental Reports



January 2019

Newport Municipal Airport Monthly Department Head Report



Fuel tank update – Mascot is building the Skids for the tanks. They have pushed back the project date to Mid-April early May. The Tank vendor has a back log on tanks to build. On a positive note the Tank builder is local in Oregon and once the tanks are ready for transport it should not be more than a day to get them here. I am also waiting on to hear from Mascot on who they are going to have be the special inspection agency that is a requirement before the permit can be signed off on. I have also had a few request to move the Self-Service tank close to the Apron. I am checking with City building and Fire Codes about any locations requirements on this matter.

Rural air service – I have sent Boutique Air the list of questions from the Airport Committee for further clarification. Had a phone conversation with Shawn, the CEO and they are working on getting the questions answered and returned before the February Airport Committee Meeting. Shawn was very positive about moving forward with the possible opportunity to provide air serve to Newport.

ORAVI group – Jake Jacobs Executive Director of the Oregon Aviation Industries (ORAVI) Group has submitted their application to the ODA Board for possible funding for a ROAR grant. The ORAVI group is looking at an Uber or Lyft style service to cover rural communities in Oregon. If ORAVI is awarded funding they are open to having Newport add our support at a later time.

Cascadia Subduction Zone – In February there might be a potential visit by our naval partners to conduct a County beach site assessments. Lincoln County is well suited to receive the first stop primarily because of the Newport Airport; we have to keep in mind their resources are not specifically for the community members in our County. They will be trying to access the best location to begin support operations for the Central Oregon Coast.

Tree management – No new news at this time. The City is working with a few home owners that still have questions about the project and Environmental Assessment. Susan Cunningham Director of ESA, Sarah Hartung Senior Ecologist ESA, Spencer Nebel, Melissa Roman and myself met with few land owners about the right of entry agreement. The land owners still had questions about the language in the right of entry agreement. Steve Rich is currently working on the language of the right of entry.

Lowering Minimum – Held two meetings one with Spencer, Ralph Busby, and myself, and a second meeting with Spencer, Derrick, Ralph, and myself about the best way of moving forward with lowering the landing minimums to ½ mile visibility and a 200 foot ceiling. On question that we are looking is the potential impact on land owners north of 16. If the minimum is lowered it will extend the RPZ north. I have a phone call into Ben Dahle with the FAA who is currently handling Newport AIP funding and grant assurances about this issue. I have attached the white paper from WH Pacific that shows what the RPZ expansion would look like.

NW Jets in Salem Jet pad construction – No new information at this time from NW Jets. The 7460 form has been accepted and approved by the FAA.

Fire Flow—Update, from Tim Gross, Seal Rock in the process of having on outside company fine tuning their water system. Currently the techs found a piece of 2x6 blocking a valve from fully opening upstream of the airport. This is believed to have been restricting some water flow to the airport. Further testing will be done at the airport once Seal Rock is finished with their system fine tuning. Adam believes Seal Rock should be able to hit sufficient fire flow to the airport without running the pump station. Adam is concerned that running the pump station at 100% would cause issues for the neighboring communities

Drone/ Aviation School – no update at this time. Doug Hanson, a Certified Gold Seal Instrument Flight Instructor had his first student and class at the FBO.

Land acquisition south of Runway 34- No new information on this at the time. The FAA would like this grant to be closed out hopefully in December, and no later than March 2019. Derrick is reaching out to the land owner of the 2 ½ acre parcel again to let them know we need a decision.

Hertz –Hertz is still wanting to work with the City of Newport to have rental cars at the airport. They are up for further negotiations of terms. I have informed Spencer and this level of decision will be handled by Spencer to move forward. Further discussions will need to be have between City Administration and the Hertz Corporation.

T-hangar 4 –I have the 182 on GovDeals. The bid will end on February 8th at noon. Last bid was over \$3,000. We have had one person drive over from Portland to look at it. The next step will be placing the Jet Skies on GovDeals. Once the Jet Skies are sold we will place what is left on GovDeals in a buyer takes all auction.

DEQ – We have two water samples in before the December 31st deadline. The reporting is due in February. DEQ is wanting some further changes to be done with the permit. I am working with Gwen from SHN to help us getting everything lined out with the permit. Gwen feels that some of the new requirements are not valid for our airfield and is working out the details with DEQ on it.

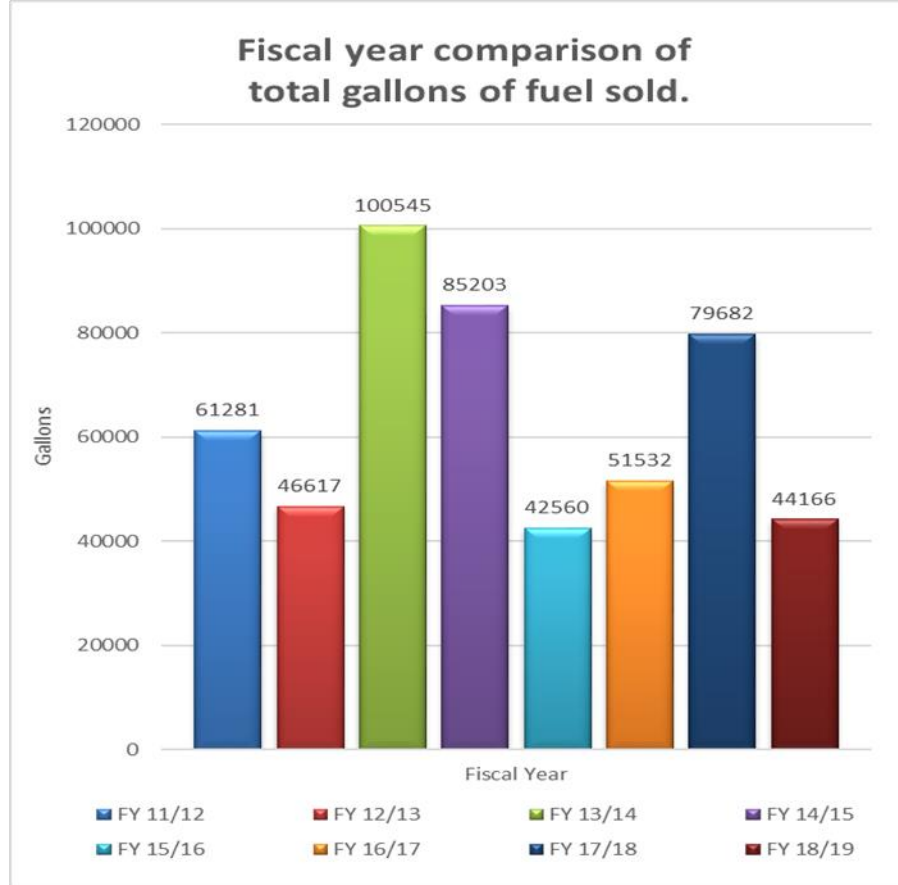
DBE program – With the Government shutdown I have no update at this time. Was submitted to the FAA, but not approved at this time. I am working with PAE to get the finial parts completed and corrected to FAA standards. Once approved we should be good for the next three years.

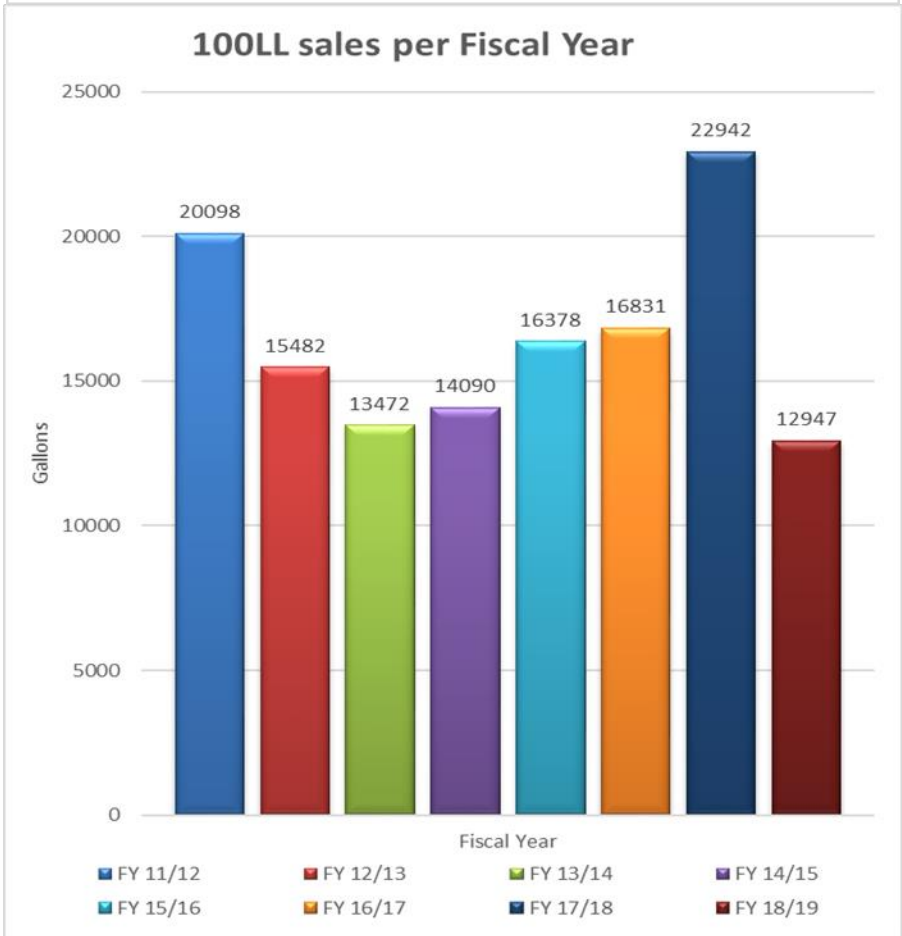
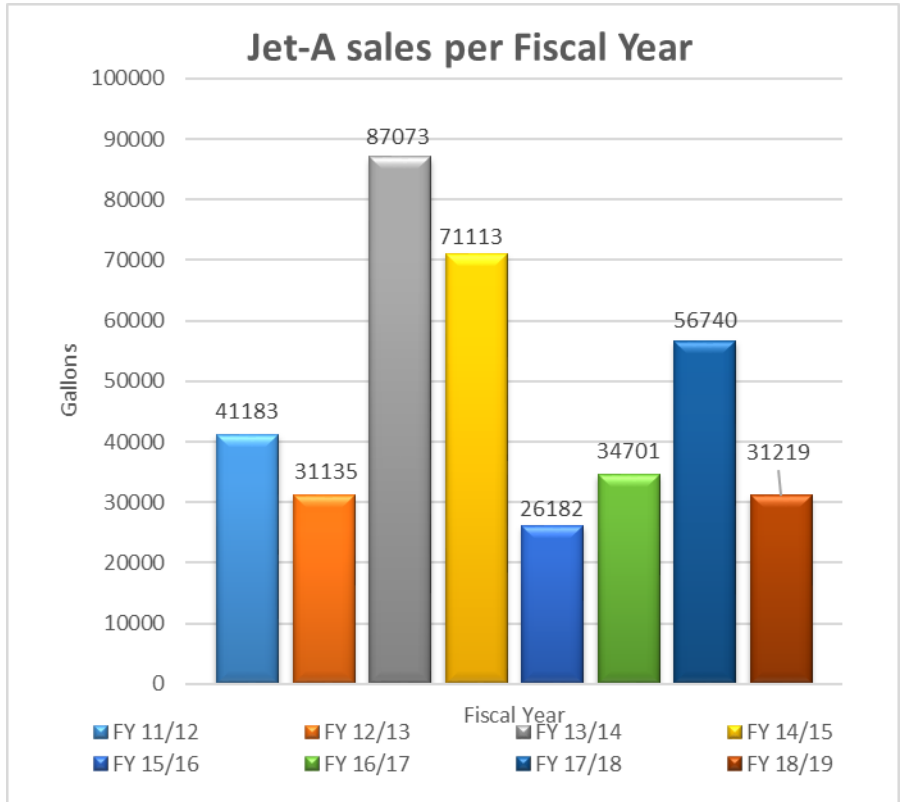
Parking Lot - Mike Eastman will be out to help with a new lay out for parking at the FBO. Set one will be sight inspection. Step two, in the spring Mike will be back to lay out the potential design. Step three is finial tweaking if needed for the lay out. Step four will be restriping potential in late spring early summer.

Following is how we finished the month of January 2019.

January 1, 2019 to January 31, 2019

Aircraft Quantity				Fuel Consumption			
Month	IN	OUT	Tot.A.O	Jet A	Av Gas	Self Serve	Total
July	399	410	809	7419	1055	3133	11607
Aug	335	332	667	7096	745	1332	9173
Sept	385	390	775	4462	1056	1194	6713
Oct	277	284	561	5355	527	893	6775
Nov	299	297	596	2713	153	1272	4137
Dec	208	214	422	1966	339	430	2735
Jan	354	360	714	2208	71	748	3026
Feb			0				0
Mar			0				0
Apr			0				0
May			0				0
Jun			0				0
Cur. FY	2257	2287	4544	31219	3946	9001	44166
FY 17/18	4008	4033	8041	56740	5579	17363	79682
FY 16/17	3685	3701	7386	34701	5001	11830	51532
FY 15/16	4263	4234	8497	26182	7854	8524	42560
FY 14/15	3686	3572	7258	71113	5985	8103	85201
FY 13/14	3199	2914	6113	87073	4098	9374	100546
FY 12/13	3121	3083	6204	31135	4430	11049	46614
FY 12/11	3219	3181	6400	41183	4275	15823	61281
FY 10/11	3023	3085	6108	73458	4119	12004	89581
Average	3526	3475	7001	52698	5168	11759	69625





Rental Cars							
CY	2013	2014	2015	2016	2017	2018	2019
JAN	2	2	11	4	2	24	38
FEB	5	4	8	4	23	37	
MAR	9	5	7	4	14	24	
APR	4	5	10	7	25	35	
MAY	14	9	8	4	24	40	
JUN	9	12	28	8	28	36	
JUL	22	16	30	16	55	67	
AUG	24	3	25	10	53	55	
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	
Total	126	74	169	92	329	476	38

Courtesy Cars Loaned Out								
	2012	2013	2014	2015	2016	2017	2018	2019
JAN	0	0	33	23	28	21	16	31
FEB	2	0	16	17	23	21	24	
MAR	2	0	29	41	25	32	32	
APR	2	0	28	36	42	26	32	
MAY	9	0	29	20	45	51	39	
JUN	14	0	19	43	48	37	54	
JUL	10	28	39	41	52	57	53	
AUG	0	27	19	38	43	45	35	
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	

I have included some pictures from January 2019.

January 1, 2019 to January 31, 2019



Falcon 900



Citation 560XL & Beech 99

January 1, 2019 to January 31, 2019





Busy Saturday



Following Saturday





USAF MC-130J Commando II, Low Approach RWY 02



TBM 850





Newport Municipal Airport – Master Plan Update

A white paper providing additional discussion of alternatives to support selection of the preferred alternative

Purpose and Overview

This supplemental information has been prepared to support the selection of the preferred development alternative that will form the basis of the Airport’s master plan. The City has requested this information be furnished to the Planning Advisory Committee (PAC) so that they may contribute to the discussion within the scope of their role in the study. A separate PAC meeting to discuss this material may be scheduled if the PAC wishes to do so. Following presentation of alternatives that specifically dealt with the upgrade of the main runway, Runway 16-34, some PAC members were left with questions regarding impacts to neighboring land owners that the various concepts might cause. This white paper is intended to answer those questions with additional analysis.

Stage of Project. The Airport Master Plan is nearing the end of the Alternatives analysis. The concepts that were developed each depict alternative methods for meeting the demand levels that were projected to occur by 2036. A preferred development alternative is either selected from the concepts shown or is synthesized from two or more concepts in order to arrive at the best solution. Once the preferred alternative development concept has been identified in this stage, the planning team will develop a strategy for implementing the plan through projects in a Capital Improvement Program (CIP).

Meeting Outcome

A number of concepts were developed and presented to the PAC and public at a meeting held on August 17 in the Newport City Council Chambers. Although lightly attended, the discussion thoroughly considered each concept

presented. However, because of the amount of material to cover, time ran short and the City requested additional analysis and time for the PAC to fully consider the alternatives for meeting FAA standards for business jets that are anticipated to make regular use of the Airport by the 2nd half of the planning period (2027-2036).



Summary of Alternatives Presented

CR Series. The CR series of alternatives (an acronym referring to Crosswind Runway or Runway 2-20) sought to identify the best way to meet new FAA guidance for the design of taxiways, specifically the geometric layout and relationship between runways and parking aprons. Table 1 lists the alternatives, their objectives, and a brief analysis summary for each. During the presentation of the Alternatives, the PAC considered CR3 to be the best option. No further discussion was needed to reach this determination.

Table 1 – CR Series of Alternatives		
Concept	Objective	Analysis Overview
CR1 – No Change to Runway 2-20	Meet the FAA guidance for taxiway design geometry and RPZ criteria without any modifications to the crosswind runway as a means to protect it and lower development costs.	The Runway 2 RPZ covers a significant portion of the area that could be used to satisfy future demand for hangars and apron parking. Solutions that do not modify the RPZ’s size or location involve complicated and costly workarounds. This approach increases costs by forcing development to occur elsewhere on the airport.
CR2 – Shift Runway 1,100 feet to NE	Meet the FAA guidance for taxiway design geometry and RPZ criteria by shifting the crosswind runway to the northeast of the main runway.	The chief benefit comes from eliminating a runway crossing as a factor for extending Taxiway A to the south end and also for the continued use of Taxiway E. This approach involves significant construction beyond the east side of the crosswind runway, which drives up the cost.
CR3 – Downgrade the Runway with a short extension	Meet the FAA guidance for taxiway design geometry and RPZ criteria by reducing the standards needing to be met. The extension allows Taxiway A to cross Runway 2-20 right at its western end rather than behind the threshold, which is not allowable.	Because the runway exists primarily to allow safer crosswind operations by smaller aircraft, the downgrade is a viable option to reduce the sizes of protected ground and airspace. A smaller RPZ and Runway Safety Area (RSA) opens more apron area for hangar development and aircraft parking.
CR4 – Close Runway 2-20	Meet the FAA guidance for taxiway design geometry and RPZ criteria by removing the runway and RPZ from consideration.	This alternative provides a means for comparison to show how much area on the airport is used and protected for Runway 2-20. Clearly, safety is enhanced with this runway and, with other viable alternatives available, is not preferred.

MR Series. The MR series of alternatives (an acronym referring to Main Runway or Runway 16-34) provides alternatives to upgrading the main runway to accommodate business jet traffic. The airport can safely handle this occasional traffic now, however FAA criteria specifies larger Runway Safety Areas for airports designed to accommodate regular use by jets. There are only a few airports along the Oregon Coast that are currently designed to handle jets or that could be feasibly upgraded. Establishing this capability will represent a sound investment in the future economic stimulus and emergency response roles that the City and PAC have expressed through this study's goals and objectives.

Four alternative concepts were prepared that represent the range of ways to upgrade Runway 16-34 from B-II to C-I. (For a description of the Runway Design Code system, please refer to Chapter 4, Facility Requirements). **Table 2** provides a summary of the MR Alternatives.

Table 2 – MR Series of Alternatives		
Concept	Objective	Analysis Overview
MR1 – Use Declared Distances	The main idea here is to shorten the landing distances available on each end such that the RSA requirements before and after the landing and takeoff thresholds are met on the available site without the cost of constructing larger RSA's. A portion of the runway is also reconstructed to bring the runway grade within tolerances for jet operations.	The application of declared distances is only supported by FAA if all other alternatives to fully meet the RSA criteria are not feasible. In this case, other feasible alternatives do exist.
MR2A – Extend Runway Safety Areas with Embankment	This is the most straightforward approach that simply constructs RSA's to their required dimensions. This involves major construction projects on both ends of the runway but does not affect the locations of the thresholds. As described in MR1, the runway grade will also be addressed.	The chief benefit is aircraft operations on the main runway don't change. The same runway lengths are available and overflight of neighboring properties is unaffected. The drawback is that implementation requires significant construction projects on both ends.
MR2B – Extend Runway Safety Areas with Engineered Material Arresting System (EMAS)	This is a modification of MR2A that reduces the footprint and potential environmental impacts from constructing the RSA by using a shorter bed of crushable concrete beyond each threshold. As described in MR1, the runway grade will also be addressed.	EMAS has proven to be effective in stopping aircraft and is used in locations where it is just not possible to use embankment. It is expensive to install and has high life cycle costs, which are typically borne by the Airport rather than the FAA.
MR3 – Shift Runway 600 Feet South and Construct RSA Beyond South End	Shifting the runway to the south accomplishes the same thing as MR2A, except that the major construction occurs on one larger site instead of two. As described in MR1, the runway grade will also be addressed.	The chief benefit of MR3 is that there is one major construction site and one drainage channel to fill. The impacts, which are further described in this white paper, include a lower flight path over property to the south, potential relocation of 98 th Court, additional land acquisition, and the potential need to change zoning and/or land uses to be more compatible with airport operations.

MR3 Preliminary Favorite – Additional Analysis Requested

The PAC was able to zero in on MR3 as having the best potential to reduce costs and environmental impacts while meeting the facility requirements. In response to the questions posed by the PAC and the City, additional analysis has been prepared to clarify the impacts from MR3 as well as the effect, if any, on instrument approach capability. The remainder of this white paper is devoted to achieving a better understanding of the impacts.

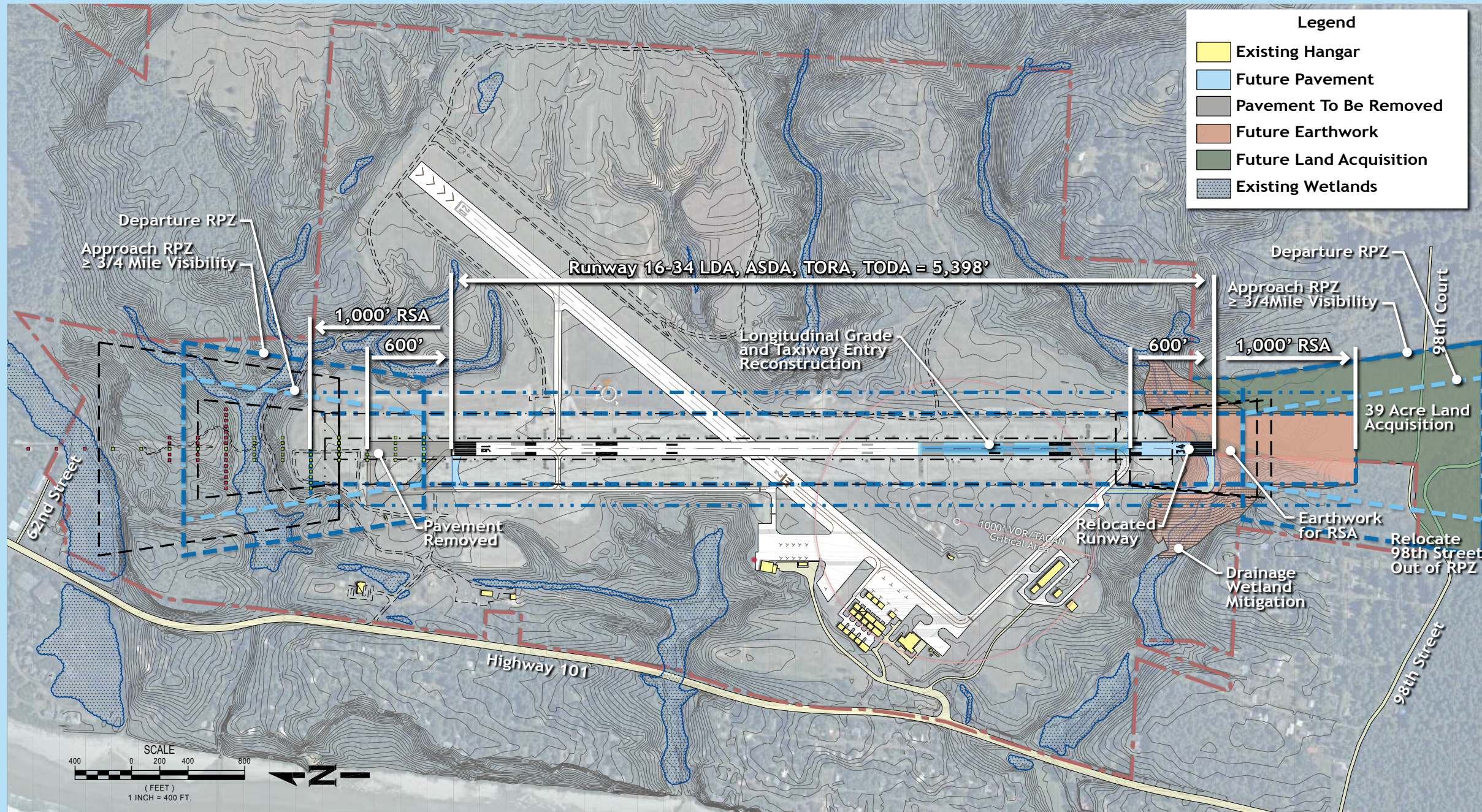
Instrument Approaches. Runway 16-34 is equipped to allow aircraft to approach the runway using only reference to navigation instrumentation in the cockpit. The minimum distance that aircraft can get before having visual contact to the runway end will dictate the sizes of RPZ's. This minimum distance is often shortened in discussions to "minimums". The Runway Design Code also has a bearing on RPZ size. Currently, the lowest minimums are to Runway 16, which is equipped with an Instrument Landing System (ILS) and allows for approaches down to ¾ of a mile. Prior plans have included lowering the minimums to ½ mile, which gets the best capability out of the ILS. Achieving these minimums for the current B-II RDC requires Taxiway A to be moved away from the runway by 15 feet, which is already planned in the near term. To achieve these minimums for the C-I RDC would require the taxiway to be an additional 100 feet away from the runway, which is a much larger and more costly effort.

Runway 34 also has an instrument approach using satellite signals with minimums to 1 Mile. Lower minimums could potentially be achieved and so this analysis depicts RPZ and lowest obstacle identification surface (OIS) scenarios for lower minimums on each runway end in the eventuality that they are implemented.

The City as well as the property owners of the long-planned destination resort property situated immediately to the south of the Airport, sometimes referred to by its former name Wolf Tree Resort, are concerned about impacts from MR3 and associated compatibility consequences on the viability of the project. To assist with the visualization of the impacts, a series of graphics have been prepared. The Plan View drawings show the proposed runway end location along with largest RPZ and lowest obstacle identification surface, one for each instrument approach scenario. All scenarios specifically accommodate business jets in the C-I Runway Design Group, such as the Lear 35 operated by Pacific Seafood.

The MR3 concept is shown on the following page as it was presented to the PAC. On Pages 4 and 5, we have provided new graphics that overlay the RPZ's on top of ownership maps on file with the City of Newport. In addition, profile views depict the vertical change of the lowest Obstacle Identification Surface (OIS) over the property to the south of the airport.

Additional graphics have also been developed depicting the scenarios where the instrument approach visibility minimums are reduced from the existing condition for MR3, MR2A, as well as a new hybrid alternative, MR2C. Brief notes are provided to accompany the graphics and a summary of analysis follows the graphics at the end of the report. Relevant portions of this new material will supplement the narrative report and preferred alternative, when chosen by the City with input from the PAC.



Primary Elements

- RSA**
- Extend and widen the RSA to C-I standards (1000' length beyond pavement end by 500' wide).
- Runway 16-34**
- Thresholds shifted 600' south. Reconstruct 1,500' of the runway's south end and taxiway entry to meet longitudinal grade.

Secondary Elements

- Land Acquisition**
- 39 acre land acquisition south of the airport which includes much of the Runway 34 RPZ as well as the additional land necessary to construct embankments.
- Instrument Approaches**
- ILS equipment will need to be relocated and the approach procedures updated.
- 98th Street and RPZ**
- 98th street alignment south of the airport will need to be relocated prior to the relocation of Runway 16-34 due to the incompatible use of the road in the RPZ.
- Approach Lighting (MALSR)**
- Shift approach lights 600' south in 200' increments and adjust height of stanchion on several towers.
- Visual Approach**
- Relocate PAPIs for Runway 34 900' south upon relocation of threshold.

Planning Principles/Land Use

- Meets FAA Standards:
 - Gradient
 - Safety Areas
 - Dimensions
- Security provided.
- No declared distances.
- Conforms to sponsor's strategic vision.

Operational Considerations

- Capacity is not an issue.
- Capability is expanded by accommodating "C" aircraft.

Fiscal Factors

- Estimated project cost: \$19 - \$21 Million.
- Funding availability.
- Phased development.
- FAA participation is unknown.

Environmental Considerations

- Wetlands, trees, and earthwork.
- Temporary impacts from construction:
 - Air and water quality
 - Noise, dust and traffic
 - Erosion and material spills
- Solid waste removal.
- Increased impervious surfaces.
- Change in Airport character.

The plan and profile drawings for MR3 on this page depict the change in the 40:1 Departure Surface over the property to the south of the airport. The plan view indicates the ownership and relationship to the proposed RPZ. This assumes no change to the existing approach visibility minimums. Graphics for Runway 16 were not prepared since the impacts to the north of the airport are reduced with Alternative MR3.

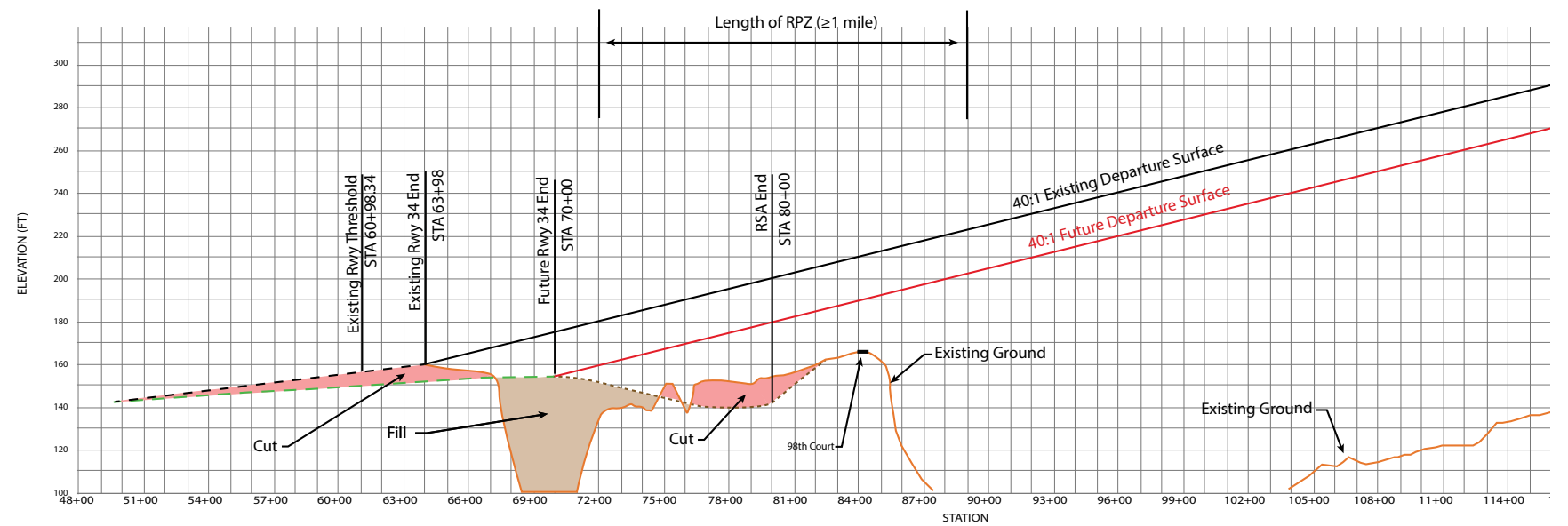
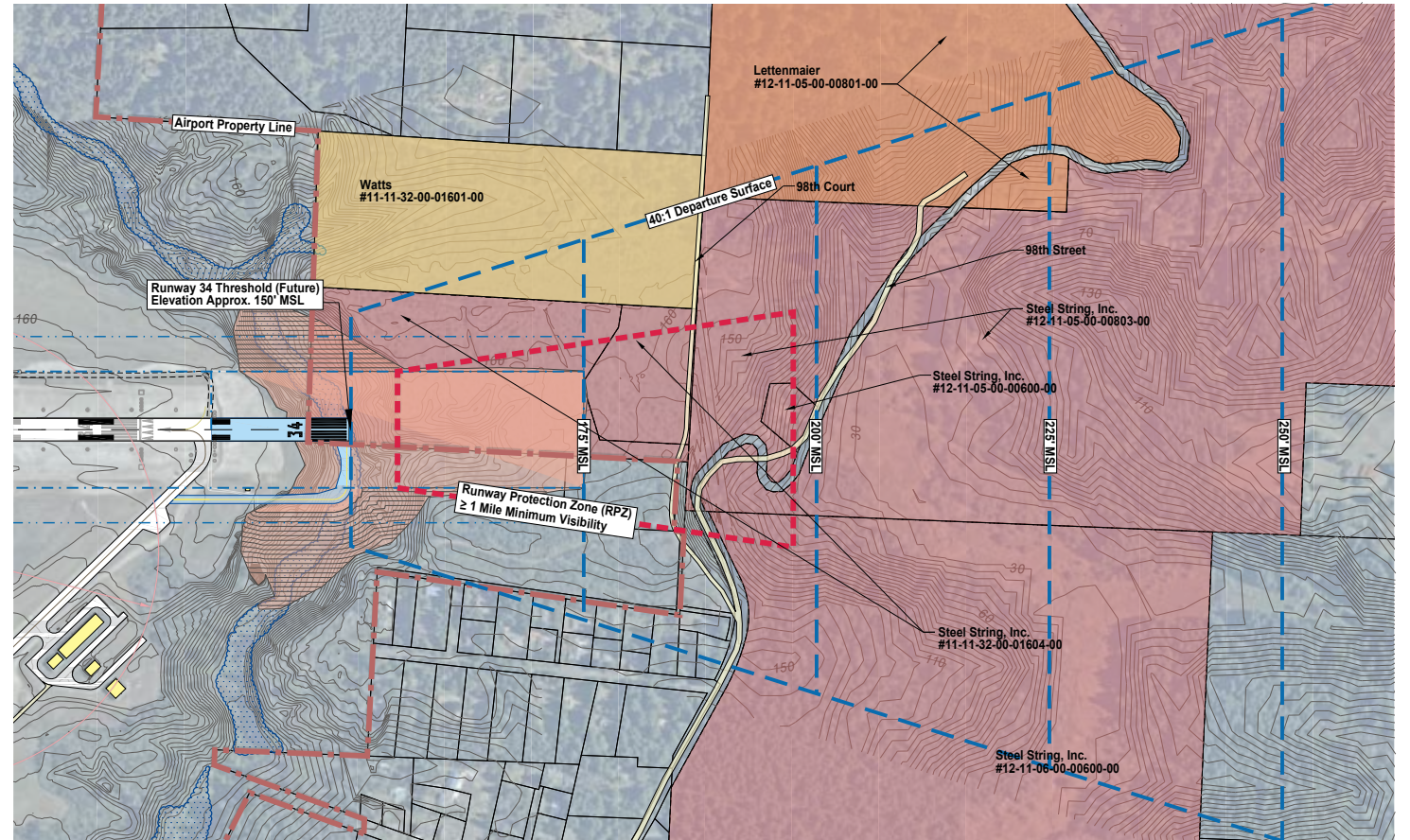
The plan views on the following page depict the changes when upgrading the instrument approach minimums to ¾ mile and ½ mile. The Runway 16 RPZ's do not impact US HWY 101 or 62nd Avenue with Alternative MR3. However, the Runway 34 RPZ's impact 98th Court and 98th Avenue, both of which would need to be relocated or mitigated. The profile view shows the worst case OIS associated with reduced minimums on Runway 34. As with the 1 mile scenario, impacts to Runway 16 are reduced under MR3.

Runway 16

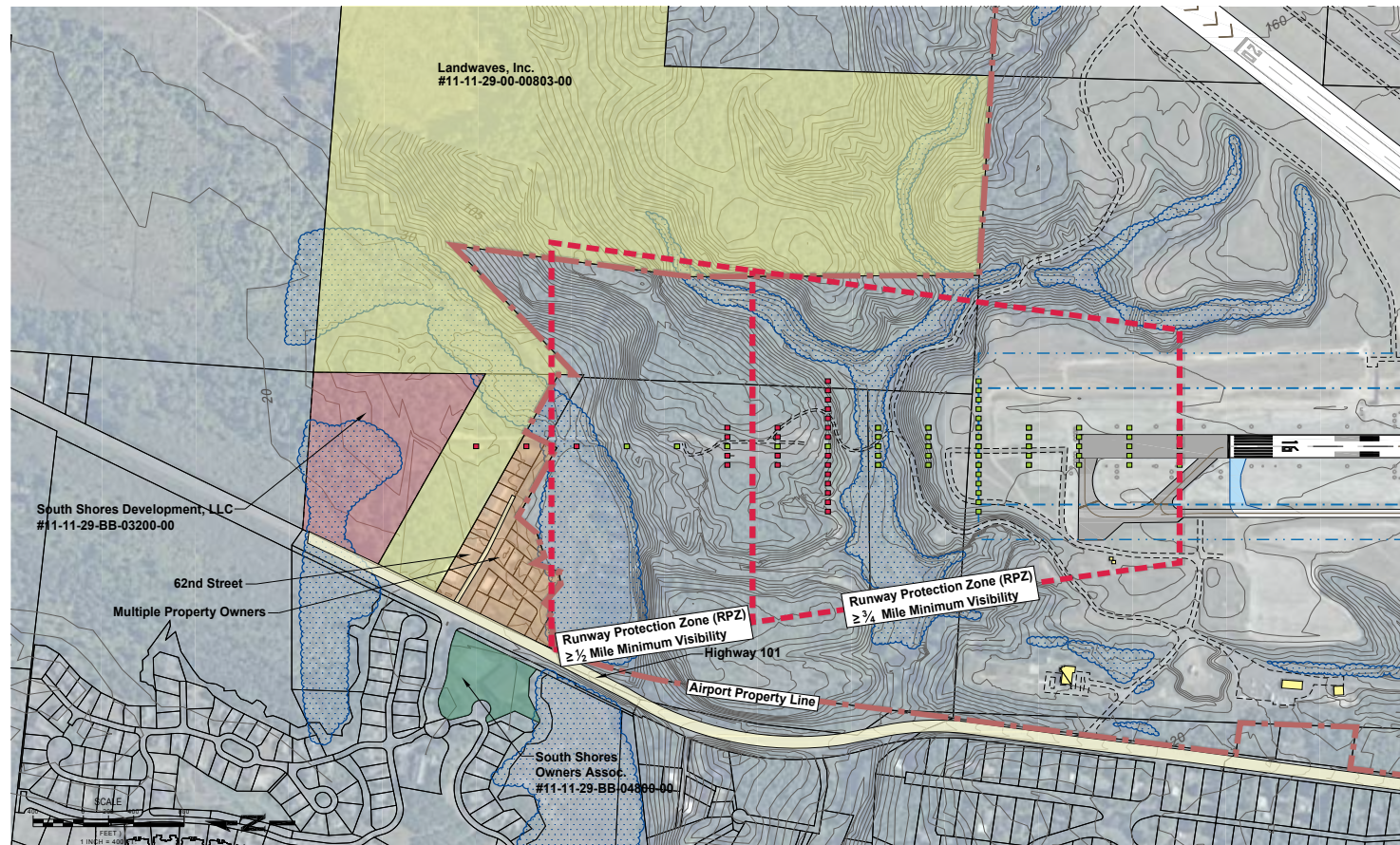
- 1 Mile RPZ Analysis is not depicted for Runway 16 since impacts are reduced compared to existing conditions.

Runway 34

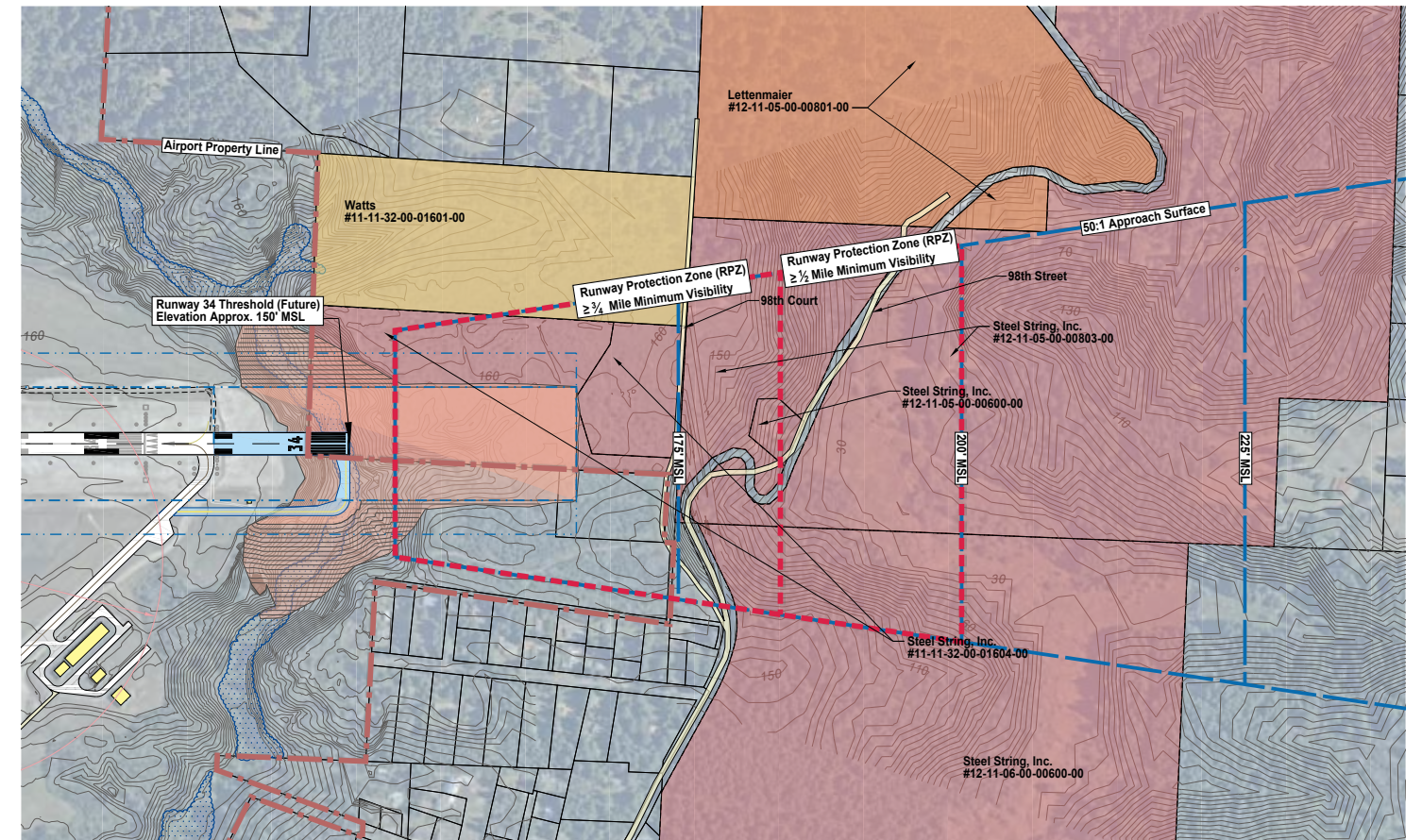
- 1 Mile RPZ will require additional land acquisition beyond what is already planned in the short-term.
- 1 Mile RPZ will require the relocation of 98th Court and 98th Street due to extended runway.
- Future 40:1 Departure Surface is approximately 20' lower than existing 40:1 Departure Surface over 98th Court due to relocated threshold and the reconstruction of the runway to correct non-standard longitudinal grade.



MR3 - Profile view of MR3 depicting the change in the Runway 34 40:1 Departure Surface



The plan view of the Runway 16 RPZ clearly depicts how both the existing 3/4 mile and 1/2 mile minimums are accommodated without impacts to US Highway 101 or 62nd Street. Profile views for Runway 16 were not provided since the obstacle identification surfaces (OIS) are less restrictive than the existing conditions.



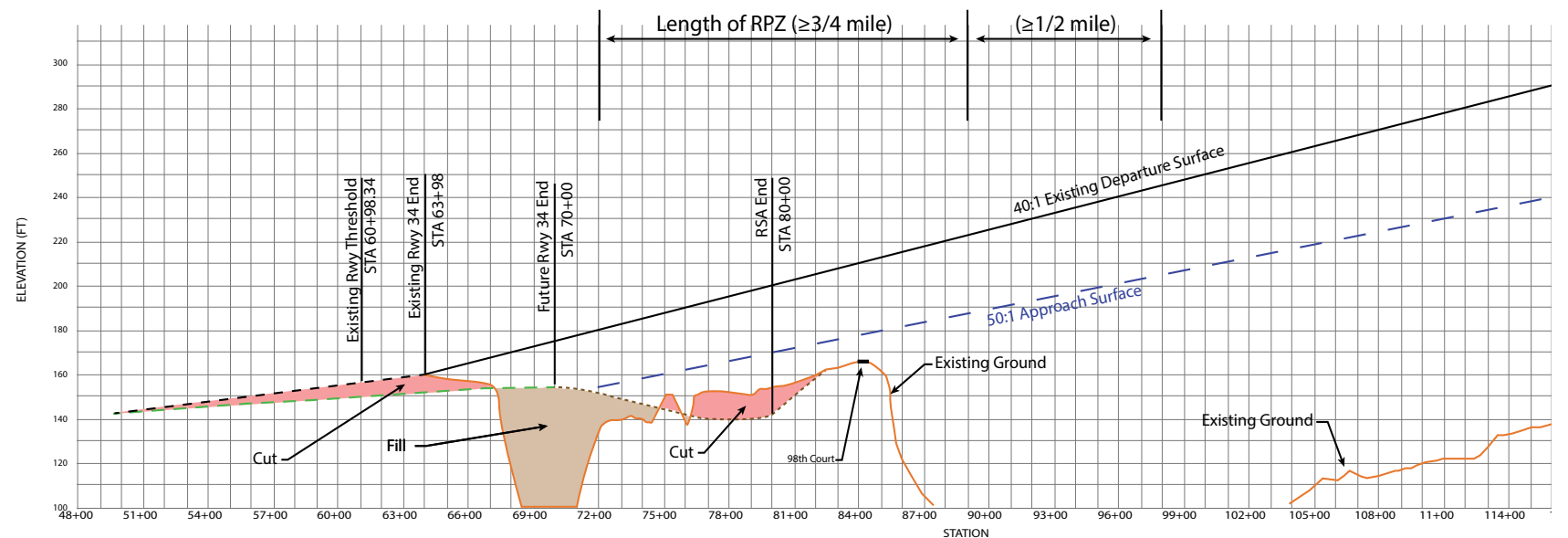
The plan view of the Runway 34 RPZ shows the underlying property to be acquired and the roads that would need to be relocated in order to achieve lower approach minimums. The profile view shows that the lowest OIS with the lower minimums is the 50:1 approach surface.

Runway 16

- 3/4 Mile RPZ does not require land acquisition
- 1/2 Mile RPZ may require the acquisition of minimal land but will not interfere with 62nd Street
- 1/2 Mile RPZ will not interfere with Highway 101

Runway 34

- 3/4 Mile RPZ will require land acquisition which is already planned in the short-term.
- 1/2 Mile RPZ will require additional land acquisition and the relocation of 98th Court and 98th Street.
- 50:1 Precision Approach Surface is approximately 34' lower than existing 40:1 Departure Surface over 98th Court.



MR3- Profile of MR3 view depicting the potential Runway 34 50:1 Approach Surface

MR3 - 3/4 and 1/2 Mile Analysis

In order to provide a basis for comparison, Alternative MR2A plan and profile views depict the existing approach visibility RPZs and lowest OIS surfaces for Runway 34. Graphics for Runway 16 were not prepared since the impacts to the north of the airport are unchanged with Alternative MR2A.

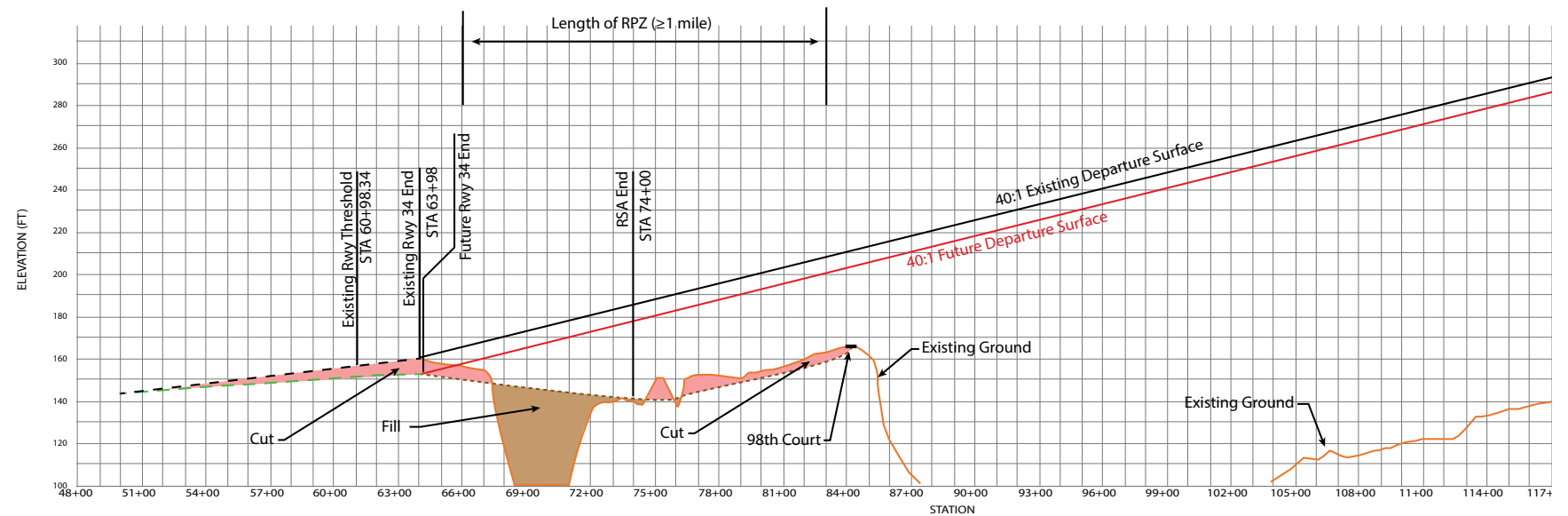
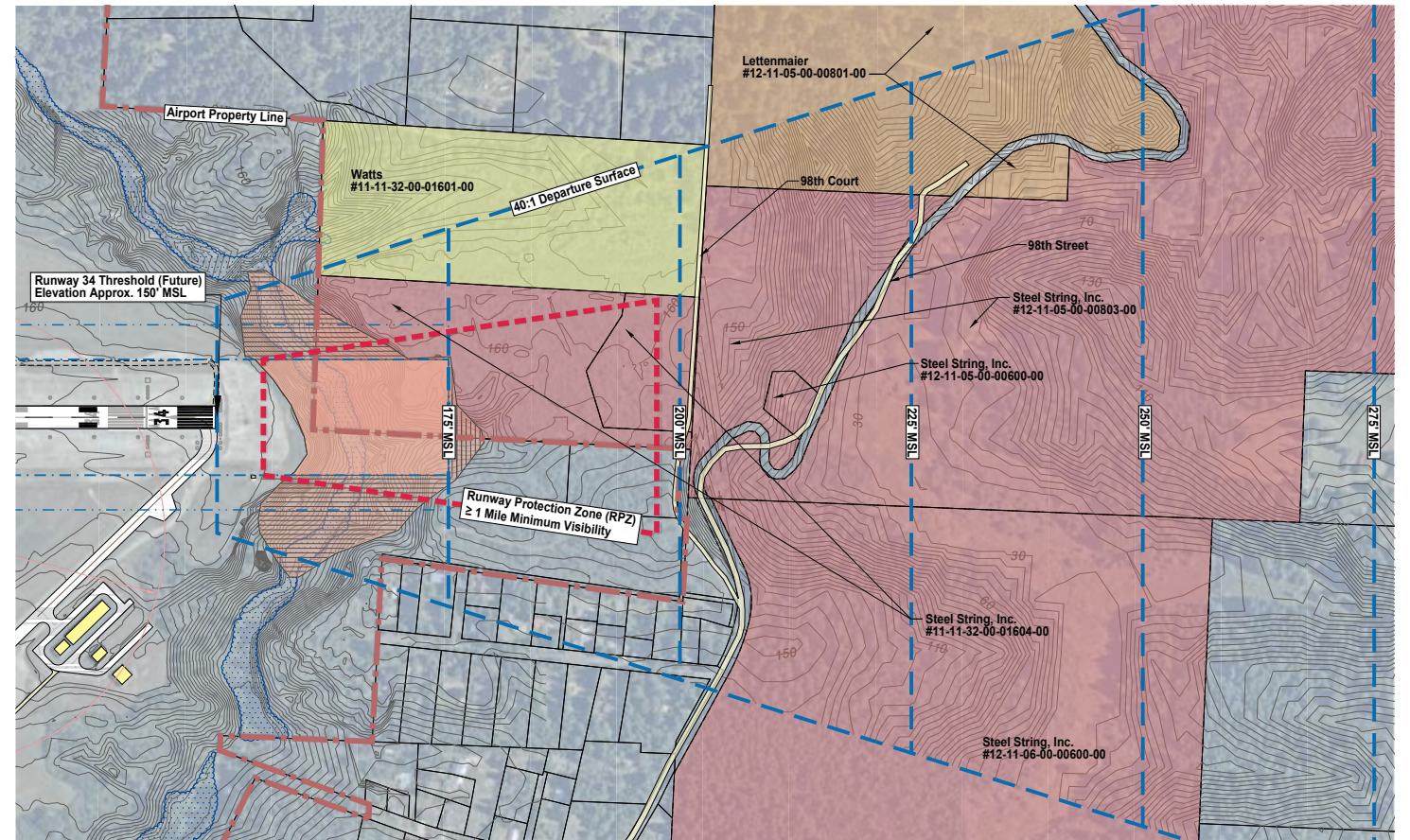
The plan views on the following page depict the changes when upgrading the instrument approach minimums to ¾ mile and ½ mile. Runway 16. The Runway 16 RPZ's do not impact US HWY 101 or 62nd Avenue with ¾ mile minimums, but would impact both when implementing ½ mile minimums. Runway 34 RPZ's would not impact 98th Court and 98th Avenue for ¾ mile minimums but would if ½ mile minimums were implemented, both of which would need to be relocated or mitigated. The profile view shows the worst case OIS associated with reduced minimums on Runway 34. As with the 1 mile scenario, impacts to Runway 16 are reduced under MR3.

Runway 16

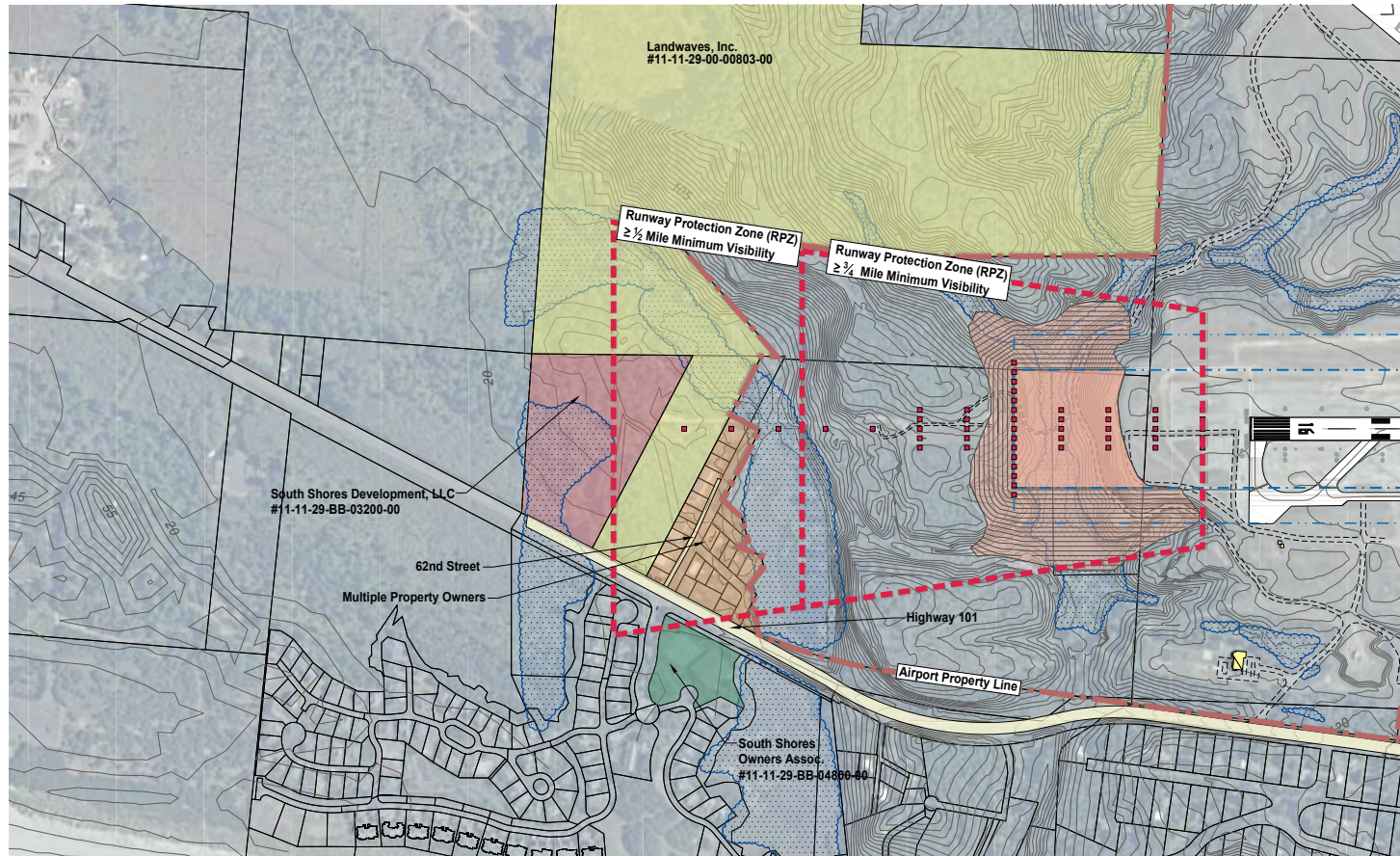
- 1 Mile RPZ Analysis is not depicted for Runway 16 since impacts are reduced compared to existing conditions.

Runway 34

- 1 Mile RPZ will require land acquisition which is already planned in the short-term.
- Future 40:1 Departure Surface is approximately 8' lower than existing 40:1 Departure Surface over 98th Court due to the reconstruction of the runway to correct non-standard longitudinal grade.



MR2A - Profile view of MR2a depicting the change in the Runway 34 40:1 Departure Surface



The plan view for Runway 16 shows no RPZ impact for the existing 3/4 mile minimums but an impact to US Highway 101 when upgraded to 1/2 mile.

The Plan view for Runway 34 shows the RPZ on Runway 34 avoids 98th Court for 3/4 mile but would impact 98th Court and 98th Street when upgrading to 1/2 mile.

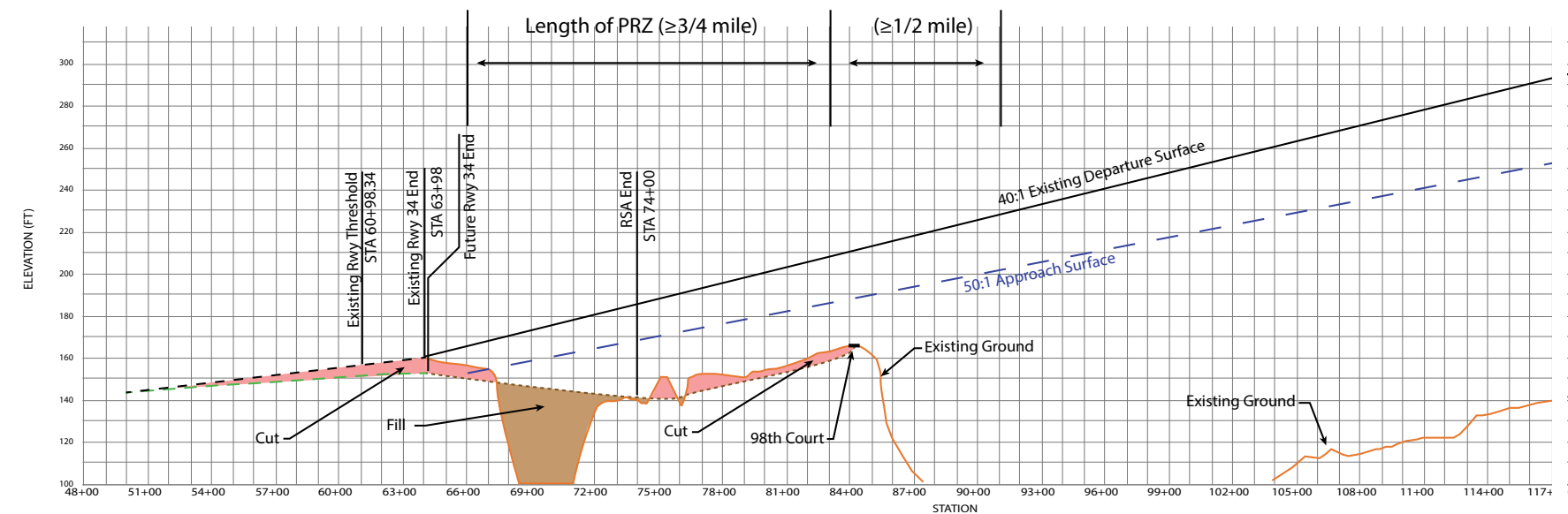
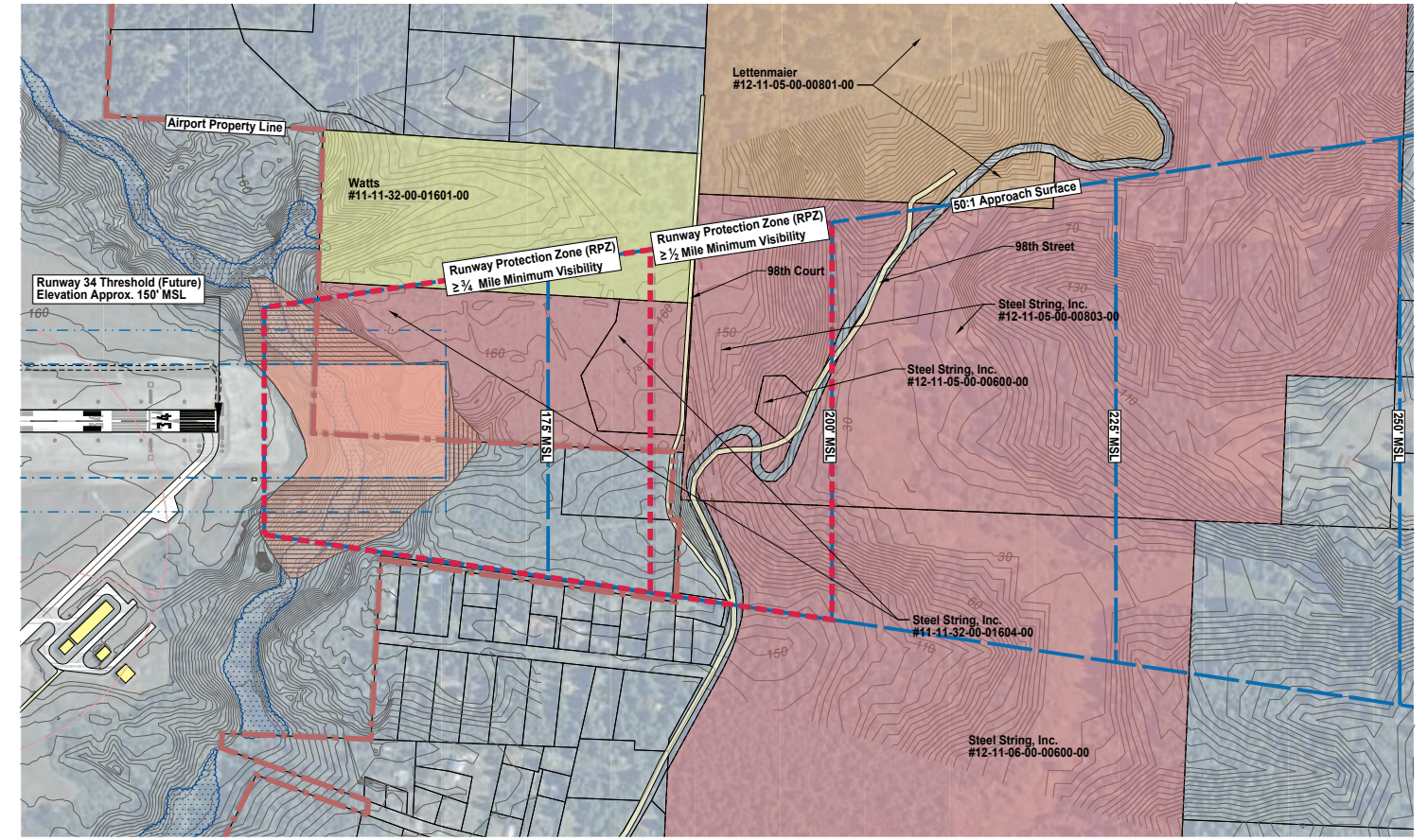
The profile view depicts the lower 50:1 approach surface below the existing 40:1 departure surface.

Runway 16

- 3/4 Mile RPZ does not require land acquisition
- 1/2 Mile RPZ will require the acquisition of land including 62nd Street
- 1/2 Mile RPZ will overlap Highway 101
- This alternative is similar to the RPZ analysis for the existing B-II runway

Runway 34

- 3/4 Mile RPZ will require land acquisition which is already planned in the short-term.
- 1/2 Mile RPZ will require additional land acquisition and the relocation of 98th Court and 98th Street.
- 50:1 Precision Approach Surface is approximately 25' lower than existing 40:1 Departure Surface over 98th Court.



MR2A - Profile view of MR2A depicting the potential Runway 34 50:1 Approach Surface

MR2A - 3/4 and 1/2 Mile Analysis

MR2C – A New Alternative

Part of the process in the analysis of alternatives is the refinement or synthesis of concepts to incorporate the best elements and minimize the impacts where achievable. During this process, a new concept emerged that shifts the runway to the south, but limits the shift such that the RPZ (the size depicted in Figure 3A) ends at 98th Court. After further consideration, the relocation of that road is much more complicated and expensive than first thought and avoidance is a better strategy. As mentioned in Chapter 4, Facility Requirements, if the current runway length is not feasible to maintain, the minimum recommended length is 5,290 feet. This would then require a shorter extension of the RSA to the north than shown in MR2A. The resulting RPZ and obstacle identification surfaces for Alternative MR2C are shown in the following graphics.

The plan view depicts the small change to the existing conditions. The benefit is primarily the elimination of the Runway 34 displaced threshold.

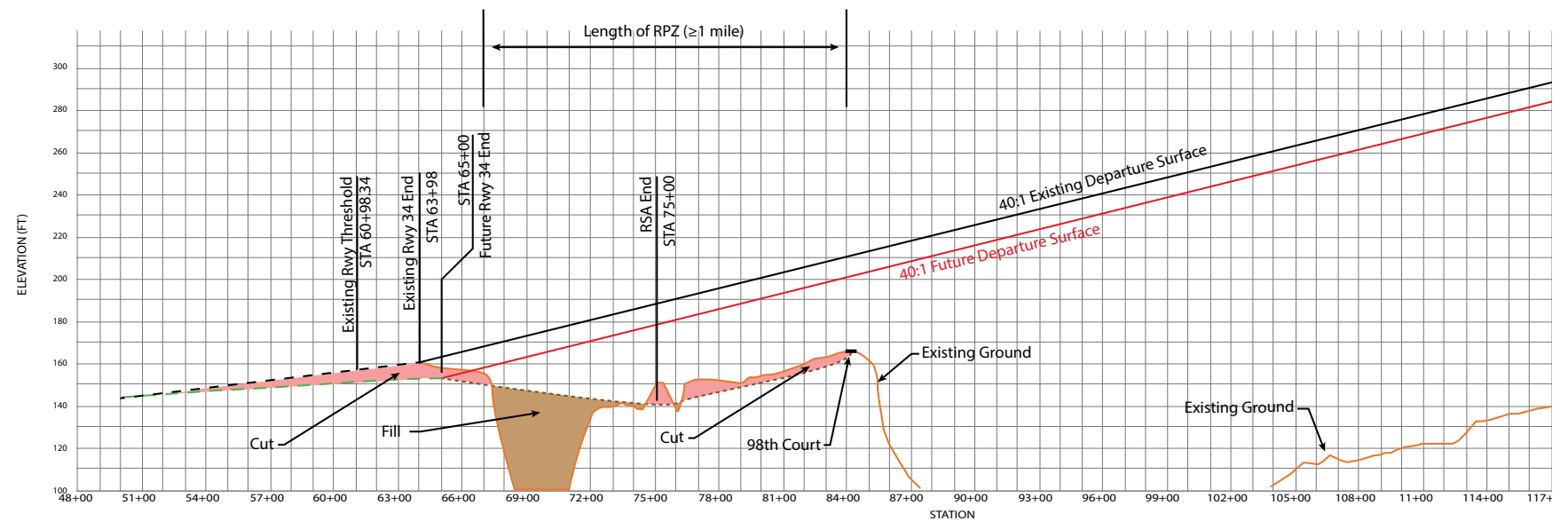
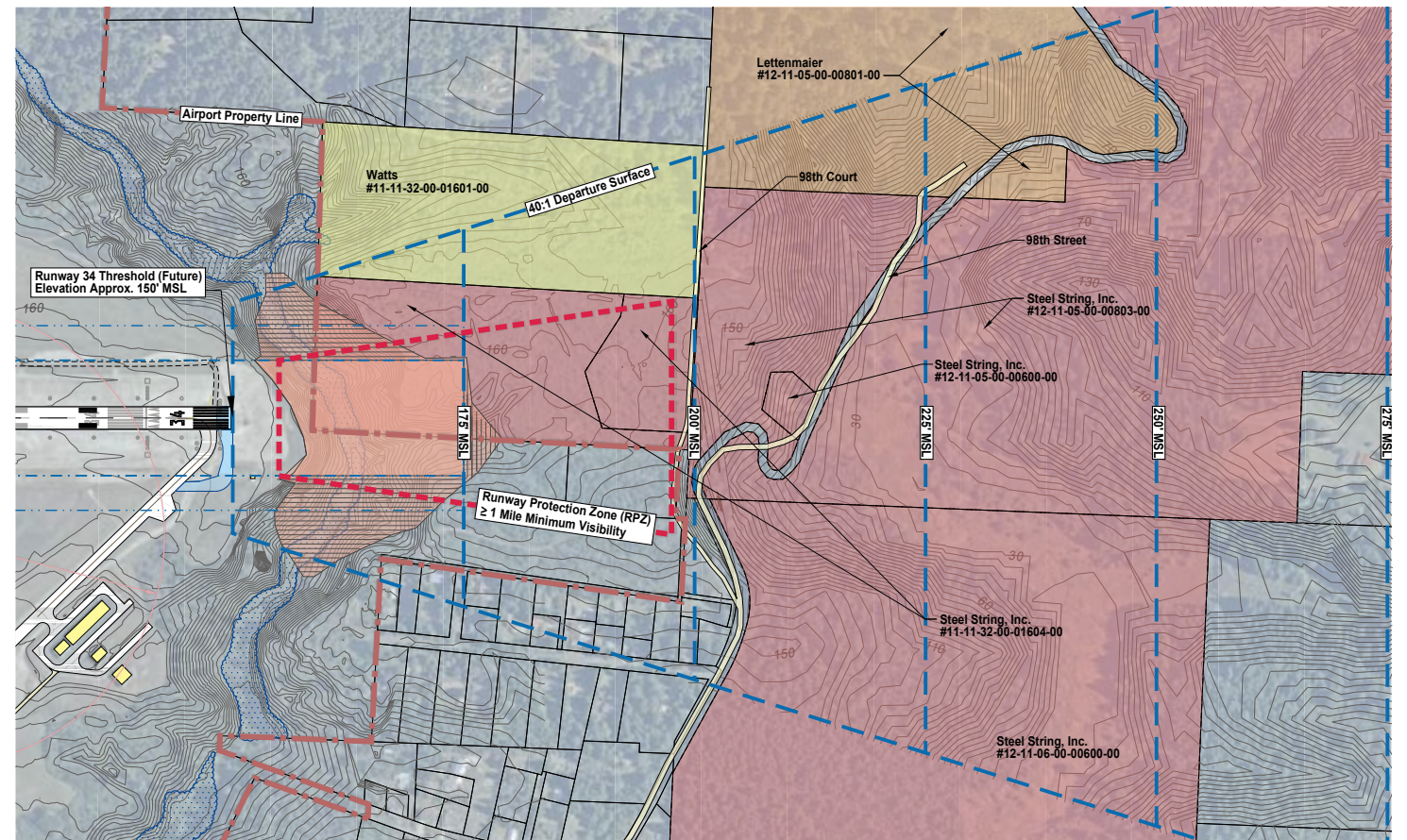
The profile view depicts the lower 40:1 Departure Surface associated with the expansion and lower threshold.

Runway 16

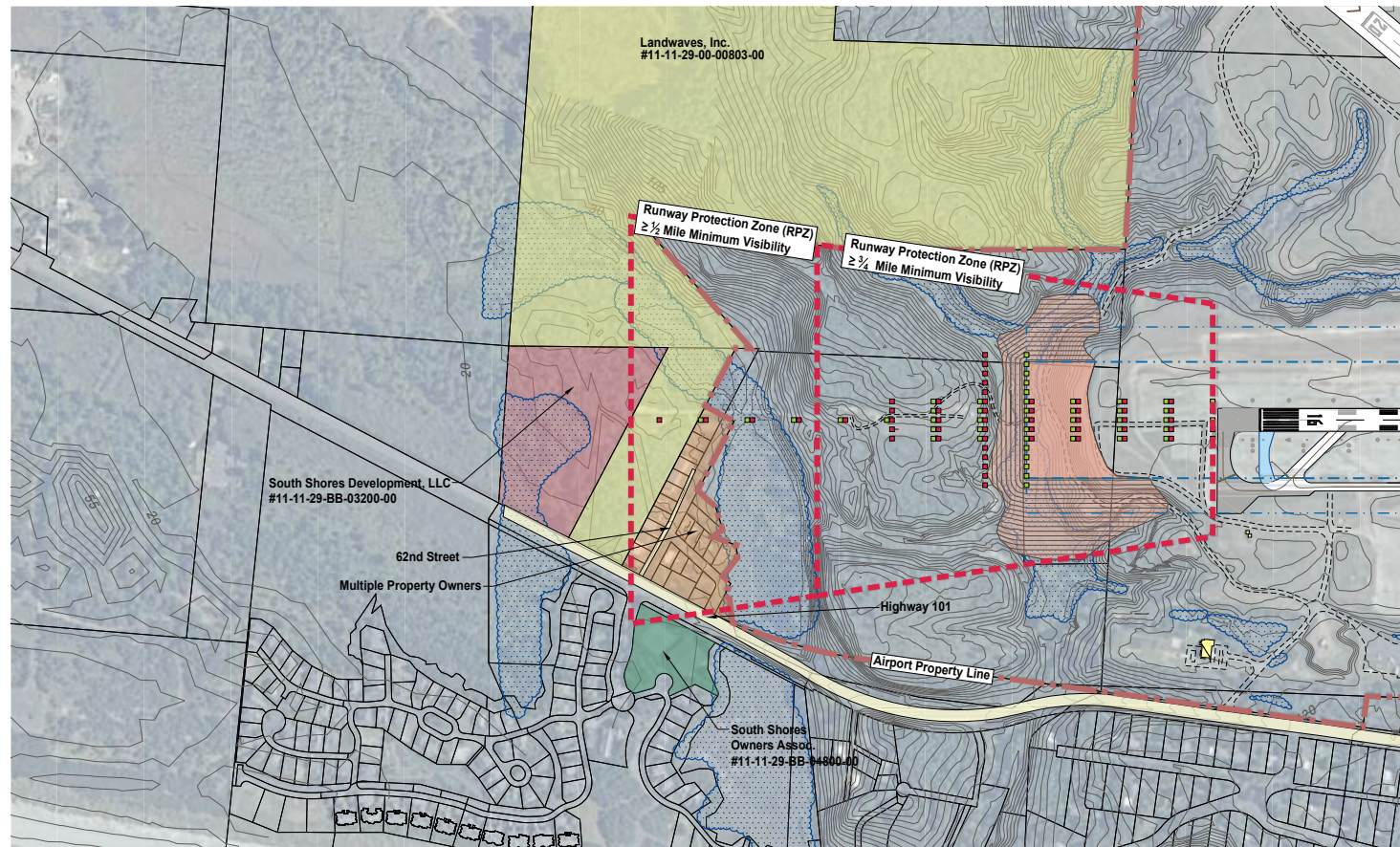
- 1 Mile RPZ Analysis was not performed for Runway 16

Runway 34

- 1 Mile RPZ will require land acquisition which is already planned in the short-term.
- Future 40:1 Departure Surface is approximately 10' lower than existing 40:1 Departure Surface over 98th Court due to relocated threshold and the reconstruction of the runway to correct non-standard longitudinal grade.



MR2C - Profile view of MR2C depicting the change in the Runway 34 40:1 Departure Surface



The plan view for Runway 16 shows no RPZ impact for the existing 3/4 mile minimums but an impact to US Highway 101 when upgraded to 1/2 mile.

The Plan view for Runway 34 shows the RPZ on Runway 34 avoids 98th Court for 3/4 mile but would impact 98th Court and 98th Street when upgrading to 1/2 mile.

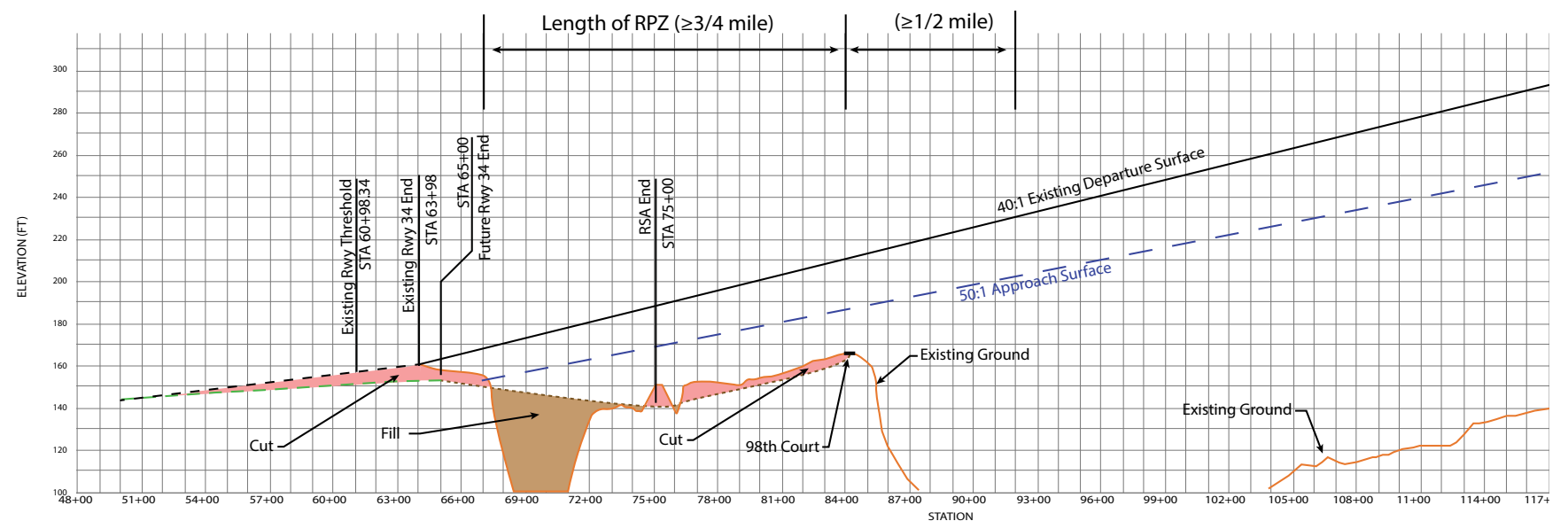
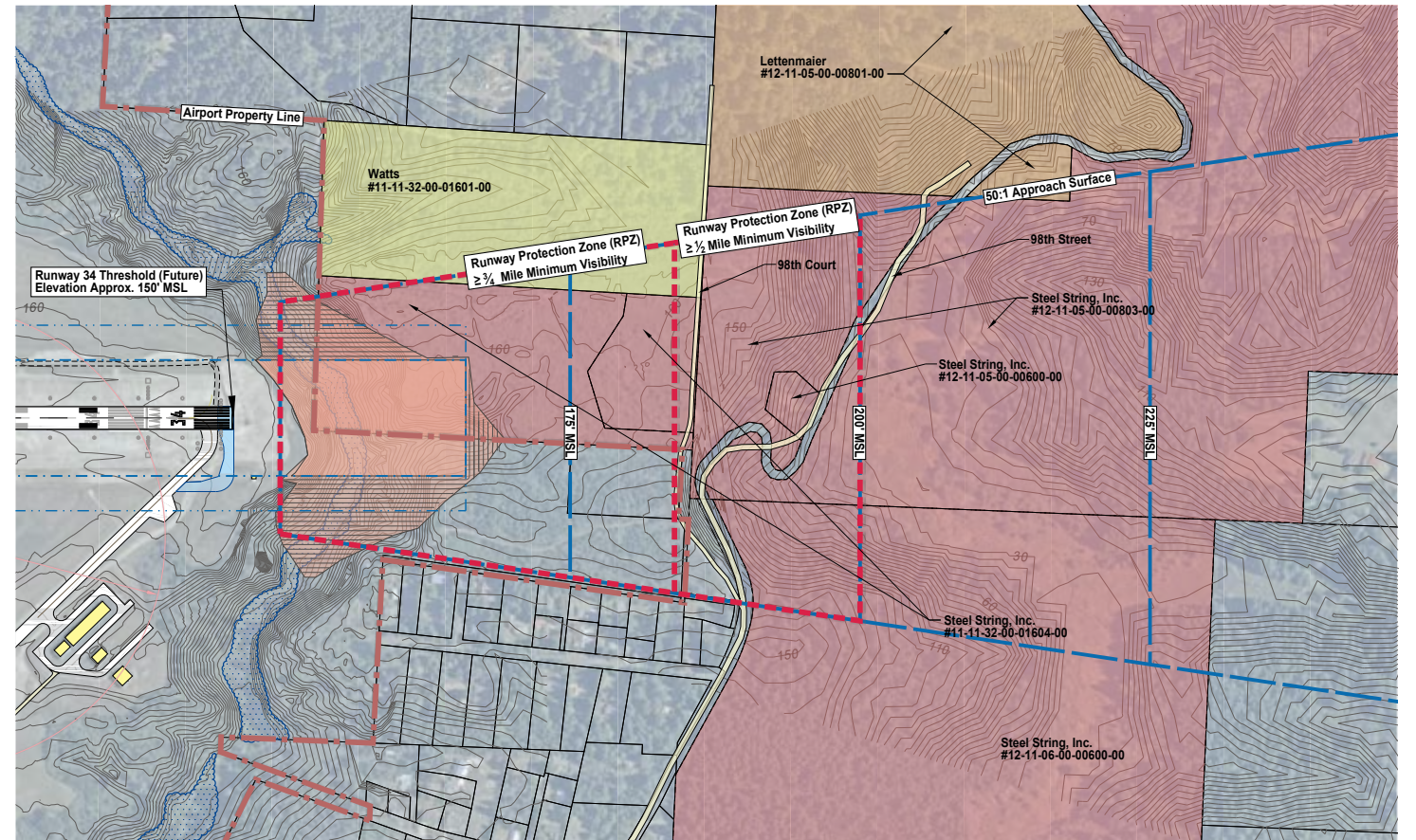
The profile view depicts the lower 50:1 approach surface below the existing 40:1 departure surface.

Runway 16

- 3/4 Mile RPZ does not require land acquisition
- 1/2 Mile RPZ will require the acquisition of land including 62nd Street
- 1/2 Mile RPZ will overlap Highway 101

Runway 34

- 3/4 Mile RPZ will require land acquisition which is already planned in the short-term.
- 1/2 Mile RPZ will require additional land acquisition and the relocation of 98th Court and 98th Street.
- 50:1 Precision Approach Surface is approximately 25' lower than existing 40:1 Departure Surface over 98th Court.



MR2C - Profile view of MR2C depicting the potential Runway 34 50:1 Approach Surface

MR2C - 3/4 and 1/2 Mile Analysis

Analysis

The benefits of shifting the runway in order to consolidate the construction to one major project area is more difficult to capture than first thought. Relocating 98th Court would be costly challenge and would impact residents who rely on that road. And while it may be possible to pursue a waiver from FAA to allow the road to be in the RPZ, our past experience is that those waivers are granted for existing roads in existing RPZ's where there are no viable alternatives. In this case, avoidance is possible and thus FAA would likely decline to issue a waiver. This is still a possible course of action.

Regarding the impacts to the destination resort property, the RPZ's associated with MR3 would impact the allowable uses on a portion of that property. In fact, it would be recommended for the City to purchase the land under the RPZ in fee simple – but any means by which the City can control land uses and limit the height of obstacles could suffice. The specific impacts would require us to know precisely how the resort owners wished to develop the property. However, overflights and obstacle clearance requirements would be between 20 to 40 feet lower to the ground for MR3 depending on the approach minimums. Impacts from MR2A would be much less.

On the Runway 16 end, MR3 has minimal impact on present operations if the current minimums are maintained. Overflights are higher because the threshold moves further south. If minimums for Runway 16 are lowered to ½ mile, the RPZ would remain within Airport property and south of 62nd Avenue. For MR2C, overflights are higher compared to current operations but lower than MR3. The RPZ for the ¾ Mile minimums (today's capability) remains within Airport property and outside of any roads. But when the minimums are lowered to ½ Mile, the larger RPZ would impact 62nd Avenue and US HWY 101, which could potentially require mitigation.

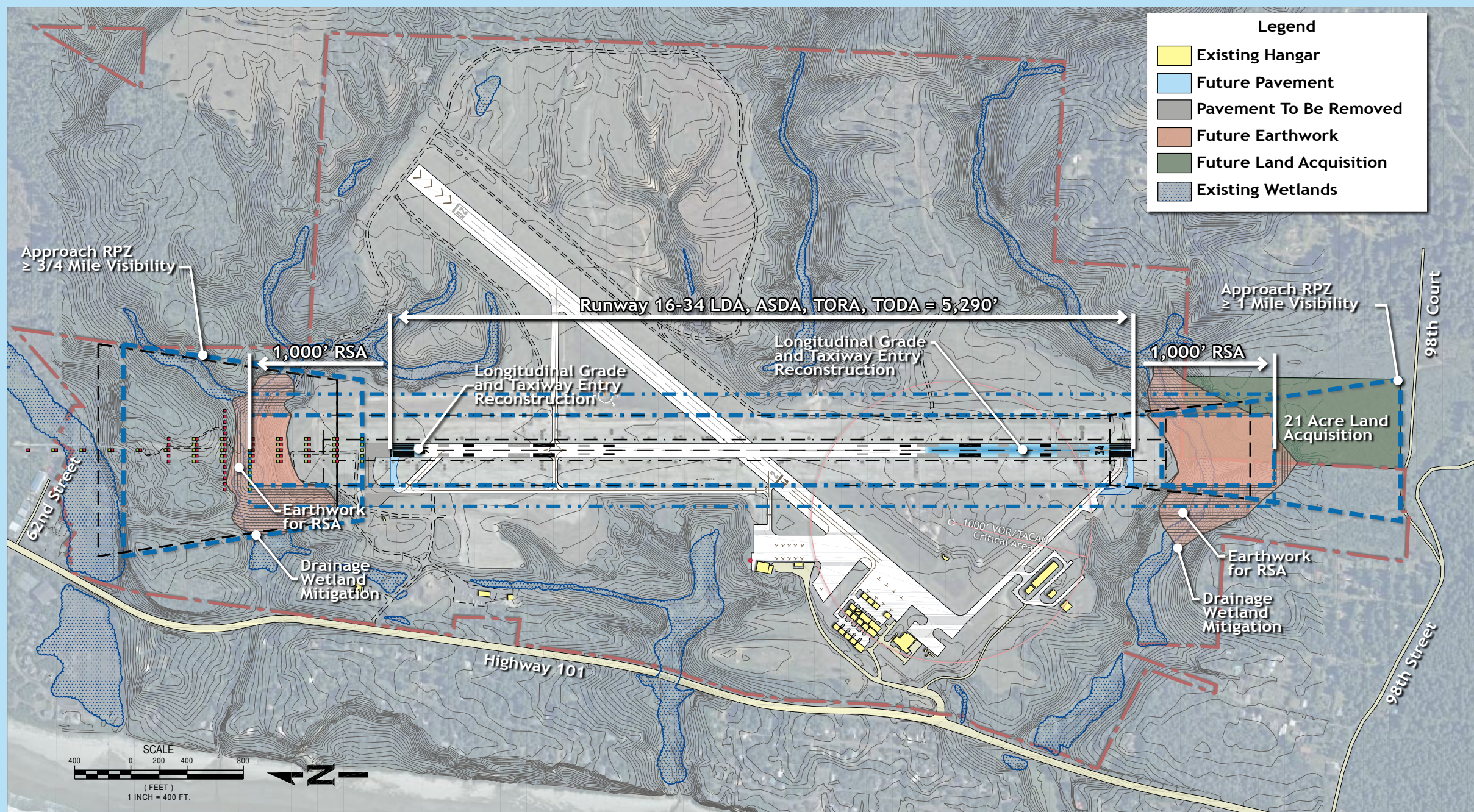
Recommendation

This is a 20-year master plan that covers a relatively large amount of time when compared to the 100-plus timespan of aviation. Regulations have evolved continuously of that time and will certainly continue to evolve to meet the changing needs of the industry. Because the upgrades to meet the RDC C-I requirements are at least 10 years out, the recommendation is to choose MR2C and implement zoning and land use policies accordingly.

With regard to future instrument approach capability, there are more hurdles to clear than land use control. The fact remains that ONP is still a B-II airport and can pursue and likely achieve ½ Mile minimums to Runway 16 with an affordable taxiway project. However, the larger RPZ would impact 62nd Avenue and US HWY 101, which just like MR2C could require costly mitigation.

At the point when upgrade to C-I is warranted, the next master plan can present another array of alternatives and analyze them according to the technology and regulatory constraints in place at that time. After reviewing meteorological data used by FAA to develop instrument approach procedure development, the data shows that over 90 percent of the time that ONP is in Instrument Meteorological Conditions, the visibility conditions are above ¾ Mile or less than ½ Mile. While technically feasible, it may not be prudent for

this master plan to include the pursuit or protection of land associated with ½ Mile approach minimums on either runway end. The full concept for MR2C is provided below with a summary analysis of the selection criteria.



Primary Elements

- RSA**
- Extend and widen the RSA to C-I standards (1000' length beyond pavement end by 500' wide).
- Runway 16-34**
- Runway length will be reduced to 5,290' with no displaced thresholds.
 - Shift Runway 16 threshold 178' to the south.
 - Shift Runway 34 threshold 70' to the south.
 - Reconstruct 1,500' of the runway's south end and 200' of the north end and taxiway entries to meet longitudinal grade.

Secondary Elements

- Land Acquisition**
- Land acquisition (21 acres) of the Runway 34 RPZ and additional land to allow for construction and placement of embankment.
- Instrument Approaches**
- ILS equipment will need to be relocated and approach procedures will need to be redesigned and reissued.
- Approach Lighting (MALSR)**
- Approach lights need to be shifted 178' south to account for the relocated threshold.
- Visual Approach**
- PAPIs for Runway 34 will be relocated 70' south upon relocation of the runway threshold.

Planning Principles/Land Use

- Meets FAA Standards:
 - Gradient
 - Safety Areas
 - Dimensions
- No declared distances.
- Conforms to sponsor's strategic vision.

Operational Considerations

- Capacity is not an issue.
- Capability is expanded by accommodating "C" aircraft with expanded RSA.
- Capability maintained by satisfying facility requirements for runway length.

Fiscal Factors

- Estimated project cost: \$25- \$27 Million.
- Funding availability.
- Phased development.
- FAA participation is unknown.

Environmental Considerations

- Wetlands, trees, and earthwork.
- Temporary impacts from construction:
 - Air and water quality
 - Noise, dust and traffic
 - Erosion and material spills
- Solid waste removal.
- Increased impervious surfaces.
- Change in Airport character.



Memo

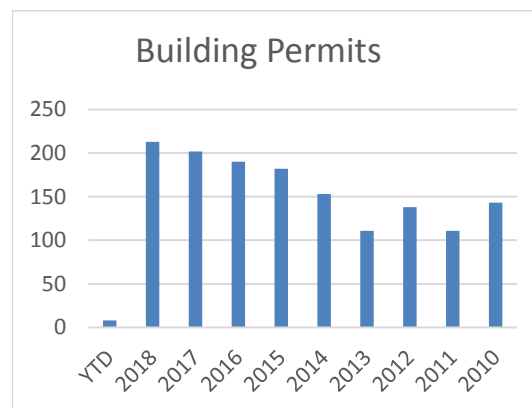
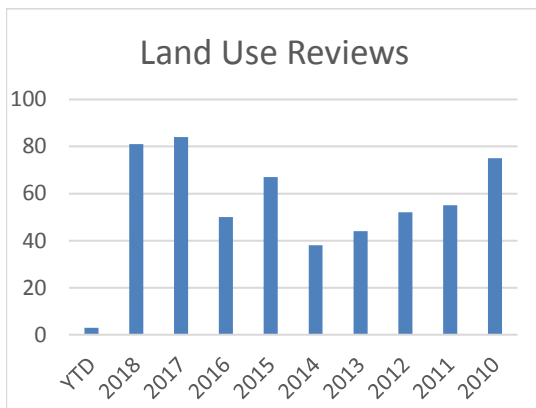
To: Spencer Nebel, City Manager and City Council
From: Derrick Tokos, Community Development Director
Date: February 8, 2019
Re: Department Update

BUILDING AND LAND USE PERMIT FIGURES

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

	Building Permits	Electrical Permits	Plumbing Permits	Mechanical Permits (Eff: 7/16)	Construction Value	Land Use Actions
Jan	8 (\$1,260.59)	30 (\$3,458.40)	8 (\$1,770.77)	8 (\$910.96)	\$59,743	3 (\$914.00)
2019 Total	8 (\$1,260.59)	30 (\$3,458.40)	8 (\$1,770.77)	8 (\$910.96)	\$59,743	3 (\$914.00)

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 has started to leak and church is fundraising to pay for repairs.

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. Latest round of earthwork occurred on 11/21/18.

Wilder, Phase 2B (28 Apartment Units): Awaiting call for final inspection on first four, 4-plexes. The last three 4-plexes are weather tight and contractors are roughing in utilities.

Samaritan Pacific Communities Hospital Remodel and Expansion at 930 SW Abbey Street: – Temporary occupancy issued for all floors of the expansion building. Seismic retrofit to the older multi-story building is in plan review. Curb, gutter and sidewalks are being constructed, and once construction is finished, City will overlay streets with reimbursement from hospital per IGA. This will likely occur in the summer of 2020.

Seismic Upgrades to main Fire Station: – Substantially complete. ADA access and parking are the only outstanding issues. Station is operating under temporary occupancy. Fire Chief is coordinating with a contractor to resolve remaining issues.

Oregon Coast Aquarium Office (6,300 sq. ft.): – Occupancy permit issued.

Newport Memory Care at 535 NE 71st Street: – Construction of a new 19 suite (24 bed) memory care facility at the end of NE 71st 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.

Goodwill Industries at 33 SE 2nd Street: – Occupancy permit issued for retail store.

Wyndhaven Ridge Apartments (@ 31st 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.

Surfview Village Apartments at NE 60th 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 is wrapping up work on preliminary site design and frontage improvements, including coordination with ODOT on construction of a northbound right turn lane. Height adjustment application approved and building plans have been submitted for review. Applicant is seeking a property tax exemption on structural improvements under the city's MUPTE program, and a tentative date for a Commission hearing on that proposal will occur in April.

Habitat for Humanity: – Duplex to be built on city-owned lots abutting 10th and Pine per agreement with Habitat. Permits were issued 8/7/17. Units are framed, roofed, and sided. Contractor is roughing in utilities interior to the units.

OSU Student Housing Project: – Amendments to Planned Development approved reducing the number of buildings from 11 to 3. Construction costs appear to be 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. A decision on how they will proceed is likely early next year. The first building is planned to be a 63-unit structure.

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 is occurring on interior shafts and sheer walls.

Les Schwab Tire Store (550 E Olive): - . Building permit issued, demolition and site preparation is complete, and contractors are working on the foundation for the new building.

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. Building permit issued and contractor is working on framing. Owner to submit public improvement plans for repair of sidewalk and a portion of the street adjacent to the property that was damaged as a result of their earthwork.

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 is working through the FERC regulatory process, 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 is under review. 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 work must be completed by the end of FY 18/19.

Vacation Rentals and B&B Code Amendments: On 1/14/19 the Planning Commission completed its work on a package of amendments to the City’s short-term rental ordinances. The City Council will hold an initial public hearing to consider the Commission’s recommendation on 2/19/19, and it is anticipated that a new set of licensing standards will be adopted, in some form, in the coming months so that they can be implemented when business licenses are renewed on 7/1/19.

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 will need to contribute \$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 ODOT mini-RFP process and a scope of work negotiated. Consultants are now under contract with the state and an intergovernmental funding agreement has been drafted and is under review by the Department of Justice. The funding agreement needs to be approved by the City Council before the project can start.

South Beach Urban Renewal Infrastructure Improvements: Design is substantially complete for the 32nd to 35th Street signal relocation project and ODOT is in the process of securing rights-of-way and easements needed to complete the work. 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 coming months. City’ share of the construction costs has been budgeted. Construction is anticipated to occur in the summer of 2020 unless ODOT elects to commit additional funds for full reconstruction of the affected stretch of US 101, in which case the project could be delayed a year.

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 Nye Beach. The Advisory Committee reduced the scope of the meter rollout in Nye Beach, in response to public feedback, and non-meter policy options are available for both districts. Committee to meet again in late February or early March to complete their review of proposed policy and implementation measures and an ordinance establishing a standing committee to provide program oversight.

FEMA HMGP for Purchase of Landslide Damaged Properties along NE 70th Drive: City acquired 6 of the 7 target properties and homes have been removed. The last two homes that the City couldn’t repurpose are being demolished and staff is working to close out the grant. Final inspection by OEM, on behalf of FEMA, scheduled for 3/6/19.

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. The formal, local legislative adoption process will start in the coming months once FEMA releases a final version of the maps and report.

SE 62nd 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 62nd 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 50th Street, which is currently an easement access, are complete and the surveyor is working on the new 62nd Street alignment.

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 Brownfields Coalition held a conference call on 2/7/19 to share updates on project timeline, finances, sites currently being assessed, and coordination of outreach. COG staff will be presenting at a Yaquina Bay Economic Foundation meeting, Newport Chamber Luncheon, and Toledo Chamber Luncheon over coming weeks to share information with local communities about the grant. COG staff are working with the Lincoln County Board of Realtors to set up a presentation and training on how to leverage the brownfields assessment funds to spur economic development and will be sharing outreach materials with City staff in the coming weeks.

Tree Plan: The draft recommended species list for planting in Newport has been finalized. Staff met with the Parks and Recreation Advisory Committee on January 23 to present a draft of code options for regulating tree removal and replacement on City property through the Right-of-Way permitting process. Staff will present 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 will hold a future work session to initiate the legislative amendment process, incorporating elements of the Tree Plan into Newport's Municipal Code as needed.

Park System Master Plan: The project consultants are in the process of creating a draft of the Park System Master Plan and Capital Improvement Component. Staff are scheduled to meet on Feb 21st to do an internal review of the draft materials. A fifth Advisory Committee meeting and a joint meeting of the Planning Commission and Council are in the process of being scheduled for mid-March or early April, for the purpose of providing comments on the draft materials. A third project survey is expected to launch in March to collect public input on the draft plan over approximately 7-10 days.

COMMITTEE WORK

In January, staff supported and/or attended meetings of the Newport City Council, Planning Commission, State Aviation Review Committee (COAR Grants), Department of Land Conservation and Development (DLCD) Infrastructure Financing Panel, Affordable Housing Partners Work Group, Park System Master Plan Advisory Committee, DLCD/DOGAMI Tsunami Resiliency working group, and Parking Study Advisory Committee.



Date: February 6, 2019

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

From: Steve Baugher, Assistant Finance Director

Subject: January 2019 Finance Monthly Report

Water/sewer Billings -summary and Aging detail

On January 31, 2019, a total of 4,562 water/sewer accounts were billed for a combined amount due of \$723,783. Water/sewer billings include charges for water and sewer user fees, infrastructure and storm water drain fees, sewer quantity charges (if there is water consumption), and fire line charges for nonresidential accounts. For the Aging Report for January 31, 2019, \$857,105 is current, \$106,236 is past due from December billings, \$5,816 is past due from November billings, and \$99,740 is past due from October 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 January 31, 2019, Aging Report shows accounts receivables at \$130,350. This amount includes a Bed & Breakfast business debt of \$3,220 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 December 31st aging report is provided below for your information.

Billings:

Future and current	59,636	45.75%
Over 30 days	1,610	1.24%
Over 60 and 90 days	6,011	4.61%
Over 120 days	63,093	48.40%
	<u>130,350</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 November 2018. 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 new to the accounts receivable past due report. They are past due by approximately \$7,865. The Finance Department will work with Airport Director to resolve.

The net receivables, excluding the four aforementioned accounts in the amount of \$56,079, total \$74,271.

Room Tax

The monthly chart shows that Room revenues have an average increase of 15.35% between the 2014 and 2015 fiscal years, the comparison for the years between 2015 and 2016 fiscal years, show an increase of 11.53%, the comparison for the years between 2016 and 2017 fiscal years, show an increase of 5.74%, and the comparison for the years between 2017 and 2018 fiscal years, show an increase of 13.39%. We have the data through December of the 2018-19 fiscal year, the comparisons between it and the 2017-18 fiscal year, we show a decrease of 5.029%.

City of Newport

Room Tax Collections

	2014-15	2015-16	2016-17	2017-18	2017 vs. 2018 % Increase	2018-19	2018 vs. 2019 % Increase
July	465,457	561,203	574,251	623,424	8.5630%	604,189	-3.0854%
August	511,605	560,765	558,401	694,943	24.4523%	677,237	-2.5478%
September	319,625	372,344	429,247	466,563	8.6934%	397,895	-14.7178%
October	220,368	246,642	274,706	289,383	5.3428%	314,268	8.5993%
November	138,584	156,947	177,669	167,058	-5.9723%	162,911	-2.4824%
December	119,764	121,038	131,917	163,986	24.3100%	137,847	-15.9398%
January	139,630	135,107	125,038	162,250	29.7606%		0.0000%
February	197,011	217,381	202,269	253,346	25.2520%		0.0000%
March	256,345	266,903	278,869	298,239	6.9459%		0.0000%
April	203,965	243,530	263,340	285,034	8.2380%		0.0000%
May	262,296	274,872	316,757	393,688	24.2871%		0.0000%
June	338,008	381,796	409,197	444,774	8.6943%		0.0000%
Total	3,172,658	3,538,528	3,741,661	4,242,688	13.3905%	2,294,347	-5.0290%

Business licenses

On July 1, 2018, we billed 1,583 Newport business for their annual Business Licenses for a total amount of \$176,758. As the table shows below, there is a total accounts receivable of \$74,449 with \$67,355 over 90 days due. Finance, in cooperation with Newport Police Department, is reviewing the past due accounts and contacting customers with past due balances.

<u>Billings:</u>		
Current	5,271	7.08%
Over 30 days	1,718	2.31%
Over 60 days	105	0.14%
Over 90 days	67,355	90.47%
	<u>74,449</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.

2017-18 Audit

Boldt, Carlisle and Smith, LLC presented the audit report to the Audit Committee on January 29th. The Audit Committee plans to present the report to City Council on March 4, 2019.

2019-20 Budget

Finance has started the 2019-20 budget process. We are currently collecting information from Department heads regarding fee schedule updates, preliminary personnel verifications and new requests, and capital/equipment project requests. Detailed Financial statements for the first six months was prepared for the Department heads to review.

Conferences and training

Steve is planning to attend the Oregon Governmental Finance Officers Association spring conference the week of March 10, 2019. Mike and Steve also plan on attending a budget law update from the Oregon Department of Revenue.



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

February 4, 2019

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

Here is a brief summary of Fire Department and Emergency Preparedness activities in January:

In the month of January, we had 188 calls for service. Compared to December of 2018 in which we had 164 calls. This is a 9% increase from last month. In January of 2018, we had 176 calls (this is a 9% increase from last year). Year-to-date we have responded to 188 calls in 2019. This is a 9% increase from 2018. We only responded to 176 calls at this time last year. There were 4 calls of note in January.

The first call was on January 3. NFD responded to Sea Town Shopping Center for a small fire in a stairwell. Cigarette butts had fallen between two pieces of old wood in the stairwell. Bystanders knocked the fire down with an extinguisher. When our crews arrived, they checked the area thoroughly to make sure the fire was out. The next call occurred on the Sixth. We were dispatched to a car that rolled down an embankment near MP 2 on Highway 20. Our crews assisted one patient up the bank, and had to extricate and haul up a second patient with ropes and a stokes basket. On January 8, NFD responded at the request of USCG to the north of end of North Jetty to assist in the rescue of three crab fisherman who went overboard when their vessel capsized trying to cross the bar at the mouth of the Yaquina River. Unfortunately, no one survived. The first victim was retrieved by the USCG helicopter and transferred to our personnel on the beach. We began resuscitation efforts and transferred the patient to PWA ambulance. The patient was later declared deceased at SPCH. The second victim was found a short time later by our personnel on the beach. He was declared deceased by ambulance personnel. The third victim, the vessel's Captain, was found deceased in the wreckage of the pilothouse as it washed ashore. However, due to increasing tides and dangerous sea conditions, it was deemed too dangerous to remove the body at that time. NFD and USCG personnel went back to the beach at first light (and low tide) and successfully extricated the victim. The final call of note occurred on January 10. NFD responded at the request of Seal Rock Fire District to assist with a 2 vehicle fatal motor vehicle crash. This was located south of Seal Rock on Hwy 101 near Marsh Street. NFD personnel assisted with patient extrication.

In January, we gained 2 volunteers and lost two volunteers. Our roster remains at 30 volunteers. The 2 that left, did so due to increasing time constraints. We have one cadet in recruit academy this month. The academy is a joint offering between NFD and North Lincoln Fire. Classes will be split between the two facilities. Students will finish academy in January of 2019.

The fire department was active in the month of January. On January 3, I participated in the Library Director hiring process. I sat on a panel with other department heads. The quality of the candidate pool was very good. On the 4th, I held our monthly Captain's meeting. On January 7, I attended a regular Department Head meeting. In the evening I attended City Council. I am grateful for the service of Counselor Saelens, and Engler. I am very thankful for the leadership of Mayor Roumagoux. She will be missed. I look forward to working with the new Council members under the leadership of Mayor Sawyer. I look forward to assisting them in moving the City forward in the year to come. On January 8, I attended a Seafood and Wine Festival Committee meeting at the chamber and I had my regular meeting with the City Manager. On the Ninth, Myself, Chief Harvey and EPC Martinez, and Captain Jackson participated in the hiring process for the Fire Department's next Executive Assistant. On January 10, the primary public safety representatives met to discuss plans for the Seafood and Wine Festival. Later that day, I met with Steve Lowe, a property owner in our Rural Fire District. We learned

Fire Department Report for the month of January, 2019

that his lot and most of his immediate neighbors were not being taxed for fire protection from the Rural Fire District. In evening, at our regular Rural Fire Board Meeting, I invited Mr. Lowe to attend and present his findings to the Board. The Board President, Peter Boris (a retired employee of the County Assessor's Office) immediately picked up on a mistake made by the assessor's office. He told everyone, he would be contacting the assessor's office to have them correct the mistake. This should add almost \$1,000 a year in revenue to the Rural District. On the 14th, I attended a regular meeting of the safe haven hill (SHH)/OCCC disaster cache work group. We discussed what disaster supplies were needed at OCCC. On January 15, I performed a juvenile firesetter assessment at the request of the County Juvenile Department. I also met with a representative from Lifeflight. We have an agreement with them that will allow them to rent a portion of our South Beach Fire Station for their off duty crews who are on their 12 hour-off rotation. We will still have use of the grounds and apparatus bay, and the entire station during a major disaster.

On January 16, our temporary executive assistant, Diana Brown and I participated in a conference call with the State Fire Marshal's Office to go over our reimbursement paperwork for the Camp Fire Deployment back in November. The scheduled emergency preparedness meeting as postponed till next month. I also met with various city staff to discuss the business license endorsement process. On the 17th, I hosted a Linc-COAST meeting to discuss at-risk seniors in our community. In the evening, I taught fire behavior to the recruit academy. This is my favorite class to teach. On the 18th, I attended the first LISTOS class put on by EPC Martinez. More about that in the Emergency Preparedness summary below. On the 22nd, I attended a regular department head meeting. On the 23rd, Chief Harvey and I interviewed a new volunteer. He will begin attending drill during our next recruit academy. In the evening, we held our monthly business meeting, operations meeting and EMS drill. I was in charge of dinner and cooked everyone spaghetti with homemade sauce. Everyone enjoyed it. On January 24, FPO Ragan was my guest on the City's weekly radio show. We talked about business inspections and what businesses could expect on their next fire inspection. EPC Martinez and I attended a meeting with other City staff about DOGAMI's 'Beat the Wave' modeling and how we can utilize this data in developing better signage and even for planning purposes. In the afternoon, I led the County Fire Defense Board meeting which was held at the Gleneden Beach Fire Station. On the 25th I met with local electrician, and retired volunteer Lt. Ron Evans to discuss budget figures for a future project at our Agate Beach Station. The station needs new electrical service to adequately provide the electrical load needed for a fire station. The budget figures Ron gave me will allow me to ask for adequate funds during the upcoming budget process. I also met with EPC Martinez to go over her budget and her plans for LISTOS moving forward. In the afternoon, Chief Harvey, EPC Martinez and I held a second round of interviews for our executive assistant position. From this interview, we were able to rank the finalists and make a hiring decision. With the City Manager's approval, a contingent offer was made last week. The finalist is in the background and reference check process. Our goal is to have this person start work next month. On the 30th, Chief Harvey and I traveled to Aumsville Fire District to view 2 interface fire engines that were recently purchased by them. An interface fire engine is one that can fight a structure fire in a rural environment and vegetation fires. They are typically built on 4x4 commercial chassis with high ground clearance, short wheel base and have the ability to 'pump and roll'. We believe this type of apparatus should be our next fire engine purchase. With the increasingly hot dry summers we are facing, and the limited ability our current fleet of pumpers has, an interface engine has become our most pressing apparatus need. On the 31st, Captain Helmricks and I met with Steve Hooker from NWNG. Steve is the plant superintendent at our local LNG plant on McClain Point. NWNG would like to host their annual Fire School this fall in Newport. We looked at our training facility and the lot behind the South Beach Fire Station. It was decided the lot behind the South Beach Fire Station would be the best location.

Fire Prevention

Regular business Inspections	19
Vacation Rental Inspections	4
Re-inspections	1
School Fire Education	120 Students at Yaquina View School

Fire Department Report for the month of January, 2019

Community Outreach- Lt. Giles, installed 4 child safety seats, and placed our digital picture display for a week at the Rec Center, and for 10 days at Sam Fit. This generated one person to apply as a volunteer!

Upcoming Activities

We have many activities planned for the month of February. I have been selected as a member of the Mayor's homelessness task force. Our first meeting is this Thursday. EPC Martinez and I will be attending a tour of the Big Creek Dam to discuss the work being done to secure funding for new dam. In the middle of the month, I will be attending a Board of Commissioner's meeting to hear a presentation by County Emergency Manager Jenny Demaris on an emergency supply contract she has secured. This contract would provide needed food, water and shelter supplies in the event of a major Cascadia type disaster. On February 15, and 16 we will be hosting another LISTOS class and we will also be hosting a county-wide EMS refresher that weekend. Of course the following weekend is the Newport Seafood and Wine Festival. Our volunteer association will have it's fundraising booth, selling lobster gumbo and beads. NFD personnel will be there to help with EMS coverage, fire and life safety inspections and command and control. Later in the month, Chief Harvey and I will taking training courses from Lexipol, a company that will help us create a new Department policy manual.

Training Report January 2019

Past month training subjects:

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

- Preplanning, SPCH
- Fire Behavior & Attack
- Blood borne Pathogens
- EMS, Soft Tissue Injuries
- SCBA/N95 Fit and Patient moving

Past month drill hours:

During the month of January, 372.75 hours of training were documented. Of the 372.75 hours of training in January, the paid staff logged 142.75 hours and the volunteers logged 230.0 hours.

Monthly highlights and special considerations:

The countywide Firefighter 1 Academy is continuing into its 5th month, with one Cadet participating from Newport. The current class is down to 20 students total for the county. During the month of January Newport Fire Department had two members attend a NFPA Fire Instructor 1 class and two members attend a NFPA Fire Investigator class. Newport Fire Department also hosted an S-230, Wildland Crew Boss, class with one member from Newport attending.

Emergency Preparedness

January 2019

Emergency Preparedness Activities:

Emergency Preparedness Coordinator R. Martinez attended the following meetings in January:

- Conference calls, with Gracie Huerta to discuss Listos training
- Attended Red Cross Volunteer Monthly Meeting in Newport
- Attended CERT Monthly Meeting at Newport Library
- Guest on Yaquina Bay Radio Station with Dean Sawyer to discuss emergency preparedness
- Meet with OSU Intern Student regarding Emergency Management
- Attended Newport Emergency Preparedness Committee meeting
- Conference Call, LCSO Emergency Management planning meeting
- Attended presentation from DOGAMI staff with and the City of Newport associate planner, Fire Chief and LCSO Emergency Manager, regarding HAZUS report
- Conference Call, Emergency Management Institute, reopening after government shutdown

Monthly Highlights and Special Considerations:

- Participated in Newport Farmer's Market
- Continued working on Newsletter for Emergency Preparedness for all Newport residents and visitors
- Completed additional Oregon FEMA training courses
- Continued outreach for LISTOs program, which provides emergency preparedness training in Spanish.
- Trained three new volunteers for Newport Emergency Management
- Hosted 12 hour training on emergency preparedness for Latino Community at Newport Fire Department, Listos Part One.
- Participating in the interviews for the new Fire Department Executive Assistant

Respectfully submitted,
Rob Murphy, Fire Chief

NEWPORT FIRE DEPARTMENT

City Report January 2019

	CITY	RURAL	PERMITS ISSUED	CITY	RURAL
FIRE CALLS:	11	0			
AUTOMATIC ALARMS:	9	0	BURN PERMITS:	0	0
MEDICAL CALLS:	130	6	FIREWORKS PERMIT:	0	0
MOTOR VEHICLE COLLISION:	7	2	FIREWORKS DISPLAY:	0	0
RESCUE:	3	0	IN SERVICES AND TOURS:	0	
MUTUAL AID RENDERED:	0	0	TOTAL INSPECTIONS:	0	
MUTUAL AID RECEIVED:	0	0	BUSINESS INSPECTIONS:	0	
AVIATION STANDBY:	0		REINSPECTIONS:	0	
PUBLIC SERVICE:	9	3	PLAN REVIEWS:	0	
HAZARDOUS CONDITION:	3	0	CONSTRUCTION INSPECTIONS:	0	
OVERPRESSURE/RUPTURE:	0	0			
VOLUNTEER HOURS:	0				

OCCUPANCIES of Fires and Automatic Alarms

AIRCRAFT:	0	0	PROCESSING PLANTS:	0	0
BOATS:	0	0	PUBLIC BUILDINGS:	1	0
HOSPITAL/CARE CENTER:	3	0	REPAIR SHOPS:	0	0
HOTEL/MOTEL:	1	0	RESIDENTIAL:	8	0
LABORATORIES:	0	0	RESTAURANT:	4	0
LAUNDRAMATS:	0	0	SCHOOLS:	1	0
LAUNDRIES:	0	0	SERVICE STATION:	0	0
MANUFACTURING:	0	0	STORAGE:	0	0
MARINA:	0	0	STORES:	2	0
MISCELLANEOUS:	0	0	TAVERNS:	0	0
MOTOR VEHICLES:	0	0	TRAILERS:	0	0
NATURAL COVER:	0	0	UTILITIES:	0	0
OFFICES:	0	0	VACANT BUILDINGS:	0	0

NEWPORT FIRE DEPARTMENT

City Report January 2019

CAUSES of Fires and Automatic Alarms

	CITY	RURAL		CITY	RURAL
ALARM MALFUNCTION:	7	0	HEATING APPLIANCE:	3	0
CARELESS SMOKING:	1	0	INCENDIARY:	1	0
CHILDREN W/HEAT SOURCE:	0	0	PROHIBITED MATERIALS:	0	0
CLEARANCE:	0	0	MISTAKEN ALARM:	0	0
ELECTRICAL:	0	0	OPEN FIRES:	1	0
ENGINE BACKFIRE:	0	0	REKINDLE:	0	0
EXPOSURE FIRE:	0	0	SCORCHED FOOD:	4	0
FALSE ALARM:	0	0	SPARKS:	0	0
FIREWORKS:	0	0	UNDETERMINED:	1	0
FLAMMABLE LIQUID:	0	0	WELDING/CUTTING:	2	0
FLUES:	0	0			
FRICTION:	0	0			
GAS LEAK:	0	0			

LOSS OF LIFE

CIVILIAN: 0 FIREFIGHTER: 0

INJURY

CIVILIAN: 0 FIREFIGHTER: 0

DEPARTMENT REPORT HUMAN RESOURCES JANUARY 2019

RECRUITMENT AND STAFFING

New Hires/Promotions	1/11/19 Ann McCandless 1/28/19 Andrew Becerra 1/28/19 Christina Chapin	Executive Assistant Police Officer Permit Technician
Separations	1/31/19 Jessica Steenkolk 12/31/18 Kylee Dubal	Executive Assistant Recreation Leader
Interim Changes	None	
Retirements	None	

Recruitments by Department

Police

Police Officer	Filled
Executive Assistant	Filled
Records Clerk	Posted

Community Development

Permit Technician	Filled
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Public Works

Utility Worker I – Water Distribution	Background
Utility Worker I – Wastewater Collections	Interviewing
Senior Project Manager	Re-posted
Engineering Tech I	Re-posted
Environmental Compliance Specialist	Interviewing
Landscape Specialist	Posted

Fire

Executive Assistant	Interviewing
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Library

Library Specialist II	Interviewing
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Library Director

Interviewing

Parks and Recreation

Control Desk

Posted

Recreation Leader

Posted

** Indicates work in progress – Job description being revised or developed and salary placement needed

SPECIAL PROJECTS – IN PROCESS

Employee Handbook Revisions – in process

Independent Contractors –in process

Administrative Manual -on hold

Payne West – Safety and OSHA Report – Meeting held with Safety Committee Chair and Safety Officer to review findings of report and determine items that need to be follow-up on –work is ongoing

SPECIAL PROJECTS – COMPLETED

Finalization of all job descriptions with new salary ranges listed and formatting review

Wellness Policy Implemented

Newport Public Library
Librarian's Report
February 2019

Administration

Two library staff members participated in the interviews for the Library Director position in January. The rest of the staff had an opportunity to meet the applicants as they toured the library and remained for a public reception put on by the Newport Library Foundation. A yet-unnamed finalist for the position has been chosen, and staff are eager to have their new leader in place.

The temporary Library Specialist II left in mid-January, and a replacement for the permanent position has recently been selected.

Adult Services

Adult Services hosted its second Author Fair, with 19 local authors in the McEntee Meeting Room, selling books and networking with each other. One author mentioned meeting a publisher, whom she invited to speak at an upcoming Willamette Writers Program. The authors all gave positive feedback, and asked that we continue to host this event. Later in the month, Author Ellen Notbohm led a reading and discussion of her first work of fiction, *The River by Starlight*.

Circulation

A patron called to say he is going through rehab after suffering a heart attack and having surgery. He had left a voicemail to say Library2Go (one of the library's online eBook and audiobook platforms) was not working for him. When someone from the library called him back, he started to cry and said that without Library2Go to read eBooks on his tablet, his recovery would be unbearable. He also appreciated the library responding to his message right away, and said librarians always come through for him.

Technical Services

Several technical upgrades occurred before and during the MLK holiday weekend. The catalog for the Oceanbooks Consortium migrated to new servers, and the City website had security upgrades. Unexpected outcomes of these two changes included the self-check machines not working, patrons not being able to use library cards to log in to the public computers, and subscription databases and several library urls not functioning. Library staff worked with City and Oceanbooks IT staff to resolve the issues, and by the week's end, everything was working smoothly.

Youth Services

A library staff member recently saw firsthand how Dolly Parton's Imagination Library positively affects children's lives in Lincoln County. She was waiting in line at the post office when a little girl excitedly received her book from a mail clerk. The Imagination Library, in partnership with United Way of Benton and Lincoln County and other local organizations (including the Newport Library Foundation), send an age-appropriate book every month to participating children from birth to age five.

Seven families are taking part in Baby Sign Language classes. Three of the six classes are complete and families report that they are having fun and learning at the same time. Each week the previous week's signs are reviewed and new ones are taught. There is time for singing and signing and lots of practice.

The Teen Librarian had a heartwarming interaction with some of teen regulars. Several teens were overheard talking about how there is never enough food in their homes and they are often hungry. Two other teens in the room overheard, quietly left the room, and returned a short while later with a pizza. They looked for no thanks, they just asked that everyone share.

Summer Reading Programs are approaching! The Children's Services Department held their quarterly meeting at the end of January to begin planning the multiple facets of the popular yearly program.

The library received a generous \$500 donation for the purchase of children's picturebooks in Rebecca Cohen Rozewski's name. New titles were added as well as fresh copies of well-loved classics.

Respectfully,

Alice MacGougan



Memo

To: Spencer Nebel, City Manager and City Council
From: Jim Protiva, Parks and Recreation Director
Date: February 8, 2019
Re: Department Update – January 2019

Recreation Center

- Staff continues to meet weekly with IT personnel to learn and develop our new recreation software. We had regular online meetings with CivicRec representatives.
- Winter Break for school kids was the last week of December and the first week of January. We hosted an average of 21 kids per day for our School's Out Program.
- The second annual SASHIN (Super Awesome Scavenger Hunt In Newport) was held on January 18, with about the same number of people participating as last year. Teams were tasked with all sorts of undertakings including producing short videos of air guitar battles, tsunami safety plans narrated by sock puppets, accompanying bigfoot to Made in Oregon to shop for Bigfoot merchandise and much more.

Sports Programs

- January 5th, 12th, 19th, 26th: 1st-6th grade basketball games were played at the rec center and around Lincoln County. A total of 17 Newport teams, with 175+ youth, are playing in the league.
- Held a meeting with Wilder Land Development and Bike Newport to discuss the upcoming Coast Hills Classic Mnt Bike Race in June. There will be some challenges for the upcoming race due to logging in and around the property.
- Middle school girls' basketball teams played their final games. Games were played against Philomath, LaCreole, and Toledo.

- Met with contractors at Betty Wheeler Park to discuss a possible field and safety lights renovation project for the large field and parking lot.
- Middle school boys' basketball teams were developed and practices began. 38 Newport boys are registered to play on the 7th and 8th grade teams. League games will be played against school teams from the valley area.
- Middle school boys' basketball teams played their first week of games against LaCreole and Lebanon.

Municipal Pool

- This month we picked up group swim lessons after a two month break. Swim lesson registration numbers were lower than usual with only 42 registrants.
- Registration opened for our February lessons and we have filled almost every spot available. We look forward to having a full group for our February lessons with all 5 levels in both the 5 pm and 6 pm classes.
- Private lessons have continued to be a popular option for patrons as we have scheduled an average of 30 lessons per week this past month.
- We held a staff training on January 12th. This was a great opportunity for our lifeguards to practice some in-water skills and scenarios. We also showed some video footage that was beneficial in helping to train our staff to identify what drowning could look like.
- Successful completion of Lifeguard Certifications for the Aquatics Supervisor and Assistant Aquatics Supervisor, adding invaluable experienced personnel to the lifeguard roster. This will allow us to have additional flexibility scheduling as well as help to keep part time staffing costs down.

60+Activity Center

- The Band Fast Forward held a jazz concert at the 60+ Activity Center on December 15th with 48 people in attendance. They will continue to perform here through April on the third Saturday of each month.
- Our annual Fitness Test was held on Thursday, January 10th. Turnout was great as 48 people were tested and fourteen volunteers assisting.

- Another Death Café was held on Saturday, January with 25 in attendance. The objective is 'to increase awareness of death with a view to helping people make the most of their (finite) lives'.
- The 60+ Adventure van made two trips during the month of January. The first trip on January 4th was to Chinook Winds Casino in Lincoln City. The second trip, taken on January 22nd was to Grande Ronde to Spirit Mountain Casino.