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MEMO

DATE: February 3, 2021
TO: Mayor and City Council
FROM: Spencer Nebel, City Manager

SUBJECT: Status Report for the Seven-Week Period Ending Friday, January 29, 2021

This is my first report for 2021! So far, it feels a little like an extension of 2020. That is probably to be expected since COVID-19 is still having major impacts on our society.

To begin 2021, there is good news regarding the roll out of the COVID-19 vaccine. The medical professionals, first responders and some City staff have received vaccinations as part of this effort. Fire Chief, Rob Murphy, is on the committee coordinating this response in Lincoln County. Hopefully, this process can be rolled out to address vaccinations on a full county-wide basis as quickly as vaccines are available to do so. We are disappointed, though, in the pause for Lincoln County with vaccines being shifted to other parts of the state.

I am also optimistic that the lessons learned in 2020 will result in fundamental changes in the way various services are provided, including those services being provided by the City of Newport. We will be spending time as an organization looking at the lessons learned during the COVID-19 emergency to determine how we can incorporate some of these innovations into our day-to-day services in the future. I am optimistic that as we wind our way through the 2021 year, by the time the year closes, we will all be in a better position.

Highlights of activities over the last two weeks include the following:

- Held an Emergency Coordinating Committee meeting to address the Governor's newest framework for COVID-19.
- Mike Cavanaugh and I met with the Newport High School Coach, Taylor Plesha, regarding ball-diamond maintenance. Originally, we were having discussions with the school to lease the Frank Wade ballfield, since the majority of maintenance efforts are done by the school district, with this facility used extensively by the schools. During our negotiations with the District, we opted not to include the ballfield in the mutual use agreement. We need to work out a plan for a division of duties for the continued maintenance of that facility in the future.
- Barb James and I met to add a revision to the City's travel policy. Based on negotiations with the Newport Employees Association and discussions with the Council, we are looking at adopting a per diem model for travel expenses for City

reimbursement. We would do this City-wide for all staff, Council, and others who travel on City business.

- Met with Mike Cavanaugh, Clare Paul, and Barb James on swapping the location of the crews of Parks Maintenance with the crews from Wastewater Collection. This has since been accomplished.
- Met with Peggy Hawker and Derrick Tokos on developing our car camping site which has since been established.
- Participated in a meeting with Clare Paul, Andrew Grant, Stephanie Kerns, and David Allen to discuss our continuing efforts to bring Rogue into compliance with discharge limits for wastewater.
- Held bi-monthly meetings with Derrick Tokos, Clare Paul, Chris Janigo, and Barb James.
- Participated, along with Council members, in the December Finance Work Group meeting. I think this process is resulting in a financial plan that is workable to move the City in a direction that the Council desires with having appropriate resources to fund commitments.
- Met with Richard Dutton regarding participation in a cyber-security leadership academy which is offered in conjunction with ICMA. This is an intensive six-week course that deals with both the leadership aspects of cyber security, as well as the technical aspects of it.
- Mike Murzynsky, Steve Baugher, Peggy Hawker, and I met to follow up on the various efforts following the Finance Work Group meeting on December 15.
- Participated in our Newport Today Radio Show with Mayor Sawyer. We talked about COVID-19, and a wide range of other items during our 30- minute show.
- Met with Mike Cavanaugh and Barb James to discuss our staffing plan regarding COVID-19 and the part-time employees. We have furloughed the part-time employees, and by furloughing, we can bring them back once we are open for business again.
- Met with Waldport City Manager, Dan Cutter. Because of COVID-19, we have not had a chance to get together. I congratulated Dan on his appointment as City Manager, and offered to provide any support I can as he begins his new role in Waldport. We also discussed mutual issues that both cities are working on. I wish Dan well in his new position, and I will be happy when the Lincoln County Managers can meet in person again.
- Clare Paul, Chris Janigo, Derrick Tokos, and I met on the Yaquina Industrial Park Project. One of the concepts discussed was the possibility of connecting the proposed industrial park water main with the water line that serves the Northwest Natural Gas bulk tank. Upon further review, this is a private line, and cannot be incorporated into our public system. This has been communicated back to the developers of the industrial park.
- Met with Public Works' personnel to discuss various concerns.
- Met with David Allen and Derrick Tokos to discuss the 40th Street easement.
- Barb James, Clare Paul, and I met regarding a follow-up meeting with employees in Public Works to address specific employee concerns.
- Participated in a statewide call with Business Oregon to discuss options for funding relating to the COVID-19 crisis. We have been involved in a number of the programs that have been discussed. There are a couple others that we are

monitoring to determine if there is an opportunity to take advantage of that funding, as well.

- I took vacation time during the week of December 21. During this time, heavy rains resulted in a surface slide behind three properties located east of Hatfield on Bay Boulevard. I met with Clare Paul, Chris Janigo, and our geological engineer-of-record on site to review the risk. We had closed off the parking areas, and had confirmed that folks in those buildings had evacuated. One building is currently closed and for sale, while the coffee shop had closed out of concern for the slide. Our geological engineer characterized the slide as a “surface” slide. He indicated that the slide will continue oozing downward, but that the slide should not pose a catastrophic risk requiring evacuation of the two businesses at the base of the hill. Those businesses need to do their own assessment to determine what steps they need to take to protect their property. The slide area involves both City property and private property, as well as public unopened right-of-ways.
- City Hall was closed on Thursday, December 24 at noon and Friday, December 25 in observation of the Christmas holiday.
- Met with Clare Paul and John Johnston regarding the HVAC system in City Hall. There are a number of adjustments needing to be made. We have had the company who installed it come back, and they will be managing the system from this point forward.
- Councilor Hall, Nancy Steinhouse, and I met to put together the Equity Statement which Council approved at the first meeting in January. The statement was a collaborative effort, with Nancy drafting an original statement for the Parks and Recreation Committee, and a modified statement for City application. There were then a number of items I added to it, with CM providing her editorial skills and ideas to prepare the statement for Council’s action. These are important statements to make, and from an organizational standpoint, we need to continue educating and understanding how our organization can best meet the principals of diversity, equity and inclusion.
- I spent a significant amount of time working on various pieces for the five-year financial sustainability plan for the City in preparation for the January 12 work group meeting.
- Mike Cavanaugh and I met to plan how we are going to proceed with the Parks and Recreation Business Plan. A work session was held on February 1 to brief the Council about this.
- Met with Mike Murzynsky and Steve Baugher on refining the Financial Work Group report.
- Clare Paul, Chris Janigo, and I met with Judith Lingham, owner of the building which houses the coffee house on Bay Boulevard, and Paul Eisler, owner of the building that was previously occupied by the wine shop, regarding the landslide on SW Bay Boulevard. Overall, it has been the conclusion of our geologist-of-record, that the landslide is the result of the various surface soil and vegetation sluffing off the slope. He has indicated that the slide conditions do not indicate that a more catastrophic slide will occur. He has also indicated that we advise the property owners to have their own analysis done to determine what steps, if any, they should take to protect their properties. The conclusion of our geologist is that the slide was not caused by any actions by the City on the slope itself, but is just the sluffing off of material from the slope which is too steep to avoid these types of events from occurring from time-to-time.

Years ago, the base of the slope was likely cut back to allow for the development of the structure at the base of the slope. Judith Lingham was looking for assistance from the City on this issue. Based on our initial review, it will be up to the private property owners to address any stabilization issues to protect their property in the future.

- City Hall was closed on Friday, January 1, in observation of the New Year's Holiday.
- Prepared agenda items for the organizational and regular City Council meetings on January 4.
- Held a routine Department Head meeting.
- Participated in the City Council work session, transitional meeting, and regular meeting held on January 4. Congratulations to Mayor Sawyer, Councilor Goebel, Councilor Jacobi, and Councilor Botello. I look forward to working with you to continue moving the City organization in a positive direction.
- Prepared goal setting materials for the advisory committees and the department heads for the February 22 meeting.
- Held a bi-monthly meeting with Barb James to discuss HR issues.
- Review background information with Rob Murphy and Barb James on the Fire Captain recruitment. We will be going out for additional applicants for this position.
- Met with Barb James and Jason Malloy regarding the gaps in the process of our background checks. We did not realize that the background checks conducted by the Police Department were providing only Oregon criminal background information. We are looking at options to provide more complete information for these criminal background checks beyond the state info.
- Held bi-monthly meetings with Derrick Tokos to discuss Community Development issues, and with Clare and Chris to discuss Public Works issues.
- Derrick Tokos and I participated in a presentation by Zensity regarding collection of information from social media regarding City of Newport issues. Zensity also provides outreach processes to gain public opinion on issues being considered by Council. This is important since the City would receive more than just the individuals typically seen at public hearings who are either strongly for or strongly against an issue. We will be following up with more information. I also want to check with other cities in Oregon who are using Zensity for this purpose to gain a better understanding of how it has benefitted those organizations.
- Participated in a meeting with Chris Janigo, Steve Baugher, Clare Paul, Dig Deep Research, and various state officials in one of the state's one-stop meetings. These meetings are designed to identify various projects that may be eligible for state assistance. Part of the effort involves funding for our shovel-ready projects in Newport. This is a strategy that Dig Deep indicated could relieve some water fund monies so we could continue with the design and permitting, if unable to find other funding. We have outlined a number of projects in a follow-up meeting which has been scheduled with the state to continue these discussions.
- Participated in a Short-term Rental Work Group meeting. Overall, since the short-term rental ordinance was implemented, we have seen a continual reduction in a number of licenses for short-term rentals in the City. We have also been effective at catching places that are advertising short-term rentals without being properly licensed, as well. Since we have implemented Lodging Revs, we now rarely get reports of vacation rentals operating illegally. This has been an effective tool at identifying those facilities that are advertising in the community. The biggest gap

in expectations occurs for those who file complaints about short-term rentals, and the application of strikes or enforcement action on those issues. This will need to be the continued focus of how we can try to better address expectations and practices with the realities of what we can or cannot do on these enforcement issues.

- Held bi-monthly meetings with Mike Murzynsky to discuss Finance issues, and Peggy Hawker to discuss general City issues.
- Met with Jan Kaplan and Robert Emond regarding the efforts of Nye Beach to formalize a neighborhood association with the City. They continue to make headway. We have helped with producing mailing labels and other efforts for the Nye Beach meetings to determine whether there is widespread support for the creation of a neighborhood association. Draft bylaws have since been submitted to us for our review.
- Joseph Lease and I met with Trish O'Dell and her daughter regarding a garage that we have cited for demolition. The garage is in pretty good shape, however, there is a significant lean to it as a result of the fault and/or settlement running next to the garage. While the garage is leaning, the electrical garage door continues to work well. They are going to try to jack up the garage to stabilize it.
- Attended a virtual presentation from Bullard Law on various COVID-19 issues in the workplace. One of the key issues that was addressed, was whether employers can make vaccinations mandatory among employees. This is an untested area of the law. The advice generally steered employers from requiring employees to become vaccinated. If vaccinations were to be mandatory, there would certainly need to be exceptions for religious and medical reasons, as well as deep-seated philosophical reasons. At this point, we are encouraging employees to get vaccinated when they have that opportunity, but not requiring employee vaccinations.
- Derrick Tokos, Lance Vanderbeck and I met with Wayne Belmont to finalize a memorandum of understanding for the placement of an animal shelter on Airport property. This was approved by the City Council at the January 19 Council meeting.
- Held bi-monthly meetings with Jason Malloy to discuss police matters, and Rob Murphy to discuss fire matters.
- Chris Janigo, Clare Paul, and I participated in a conference call with Keith Mills, the state dam engineer, regarding the reclassification of the Big Creek Dams. Currently, both dams are considered seismically unsafe. With the deterioration of the spillway, the State will be reclassifying the upper dam under a new set of guidelines as an unsafe dam. This will place additional responsibility on the City to either address the issues with the existing dam, or continue our efforts to move forward with the replacement dam. There may be operational changes that the State could require, including limiting the amount of water kept in the upper reservoir to reduce impacts on the hydrological conditions for the dam structure, particularly as it relates to the deterioration of the dam spillway. We have since received the letter from Keith Mills regarding the new classification for the upper dam. These letters are attached for your review.
- Chris Janigo, Clare Paul, David Allen, Steve Stewart, Derrick Tokos, and I met to discuss the dam spillway safety issues. There are a number of things that we will be exploring as part of the upcoming budget year. We want to create a sort of warning system and build upon a desktop scenario, should there be a dam failure. To the extent possible, we will need to take steps to operate the dam in a safe

manner which may require lowering of water elevations in the reservoir at certain times of the year. I would much rather take these operational steps than make major investments in rebuilding a seismically inferior dam to address the spillway issues that have developed in recent years.

- Met with Clare Paul and Barb James to address personnel issues within the Public Works Department.
- Participated in the third meeting of the Finance Work Group on January 12, along with members of the Council. Overall, I believe we are getting some good direction as to what a five-year financial plan may look like for the City. We are pulling together information and building upon the suggestions from this meeting for the February 9 meeting.
- Held a bi-monthly meeting with Laura Kimberly to discuss Library operations.
- Held the bi-weekly Emergency Coordinating Center meeting to discuss actions regarding the COVID-19 emergency. This was reported to the City Council at the January 19 City Council meeting.
- Held a bi-monthly meeting with Richard Dutton to discuss IT issues.
- Chris Janigo and I met with the geological engineer-of-record, David L. Running, to review the current conditions relating to the movement of material on the hill behind the coffee house on the bayfront. Overall, there is some evidence of additional sliding that has occurred since the first slide originated. Mr. Running indicated that this additional slippage is consistent with his earlier observations. It will likely continue sluffing down the hill until it reaches a point where things can stabilize. There are some concerns about the storage room that was added to the back of the coffee shop at some point in the not-to-distant past. This back wall is serving as a retaining wall of sorts, with part of the slide pushing against that wall.
- Barb James, David Allen, and I met with Jim Ferraris, who we have retained to investigate concerns that been brought to our attention within the Public Works Department. He will be meeting with personnel to review these complaints and prepare a report back to us.
- Prepared agenda items for the January 19 Council work session and regular meetings.
- City Hall was closed on Monday, January 18, in observation of Martin Luther King, Jr. Holiday.
- Participated in the January 19 work session where we discussed applicants for the Police Advisory Committee, resolutions for Public Arts, and chronic nuisance ordinances. We then moved into the regular Council meeting.
- Participated in a conference call with Pacific Seafood on the overbilling issue for their processing facility located on Bay Boulevard. We have had a chance to go through and review the meters that are in this building. It looks like we have been underbilling them for wastewater, and we will have a significant adjustment needing to be made due to the overbilling of water that occurred over a number of years. We are meeting to put together a proposed settlement for Pacific Seafood's consideration on this matter. They are willing to work with us on a cooperative settlement in the future.
- Held a special Emergency Coordinating Center meeting to address the reopening of certain facilities. Lincoln County remains below the extreme threshold for COVID-19 infections. This included the reopening of the Recreation Center, Aquatic Center, and City Hall (City Hall is open from 8 AM-2 PM Monday-Thursday) Hopefully, we will stay below the extreme limit and have some continuity in these

hours for the time being. Looking ahead at the numbers that have been generated by the County, it appears we will not be bumped to the extreme level the next time these stats are reviewed by the Governor.

- Derrick Tokos, Chris Janigo, Clare Paul, David Allen, and I met with representatives of the Central Lincoln PUD to discuss a number of outstanding issues between the City and PUD. Over the past couple of years, we have held off on negotiations of a new franchise agreement between the City and PUD based on health issues. It began with City Attorney, Steve Rich, and then continued with health issues of the General Manager of the PUD, and then COVID-19 followed. We have agreed to lay out a schedule of negotiations for a new franchise agreement to be presented both to the City Council and to the PUD Board for review.

The PUD is also willing to meet with our working committee from the City Council on the Dark Sky Initiative. There are a number of questions that PUD has regarding this issue, including whether the payback of going with LED fixtures can support a city-wide light program, the life of LED fixtures on the coast, and our coastal atmosphere being much shorter than inland areas, which, ultimately, impacts the cost recovery. PUD is willing to meet with us and Ameresco - the company that would develop the project and financing for this project - to move forward with a major design and replacement of street lighting in the City of Newport. In addition, we are trying to resolve a disagreement with PUD on their role of bringing ADA ramps to code when they are making changes impacting a ramp that is currently not to code. We also discussed the status of Big Creek Reservoir Transmission Crossing. This is an item that PUD would like to conclude. It is not likely that line construction would occur before 2022, but in order for them to proceed with the schedule, they need to secure the easement to complete the design of this transmission line.

PUD also asked about the potential use of the City's underbay conduit for replacing conduit they have on the Yaquina Bay Bridge. Overall, there is a general agreement to move forward with these discussions, and I will keep you updated on how we proceed with these matters.

- Mike Murzynsky, Peggy Hawker, and I met on collecting financial information for the City's Vision 2040 effort being financed in part by the grant from the Ford Family Foundation. We have established a project number which will allow for the generation of a report in the future. We will be updating past transactions that were related to this grant.
- Mike Murzynsky, Clare Paul, Richard Dutton, and I met to continue our efforts at the implementation of the SmartWater Program. This will tie in to our new electronic payment system, as well. Implementation of this program will allow customers to have more control over monitoring their water usage with the wireless meters that have been installed throughout the community. There are still a few areas that are not part of the radio-read system. We are continuing to try to address those areas, as well.
- Held a bi-monthly meeting with Mike Murzynsky to discuss Finance operations.
- We did a dress rehearsal for the Employee Awards Event to make sure that we were ready to conduct this event virtually. I want to express my thanks to Peggy and Barb for reinventing the way we did this event during the COVID-19

emergency. I would like to thank other staff who helped pull this event together, as well.

- Held an internal meeting to discuss negotiations with the Firefighters. The IAFF has opted to hold off on negotiations during the extreme risk COVID-19 period. They have also been trying to obtain some information for the next negotiations session which has been handicapped by COVID-19, as well. We are hopeful to resume negotiations soon.
- Met with Councilors Collett and Goebel regarding the retaining of engineers-of-record. It is my intent to recommend to Council that the top eight civil engineers be listed as engineers-of-record for the City of Newport. This would include our local firm of Civil West. Please note engineer-of-record does not prevent us from dealing with other engineers or work under \$100,000. It does allow us to sole source work above \$100,000. There is a further cap when we need to go through a competitive process.
- Met with Barb James and David Allen to finalize our volunteer policy applications, waivers, and training forms to formalize these relationships with our volunteers, and to make sure we are addressing liability requirements laid out by our insurer. A significant amount of work has been done on this, and the last piece we are pulling together relates to when an insured organization such as the Chamber or Rotary, volunteer as an organization to assist the City in projects. Once this is complete, we will be providing a report to the Council on what has been implemented in this area. This has been an important cleanup, particularly with some of the efforts by the Council to do projects in light of our staffing shortages.
- Along with members of the Council, participated in the City of Newport Employee Awards Event. This virtual event seemed to be well-received by our employees. I was pleased that most of the Council was able to participate in this event, as well.
- Participated in an Oregon Coast Aquarium Board meeting. Work on revamping the entryway for the Aquarium continues. This has been part of their long-term fundraising efforts. The Aquarium has had a challenging operational year with the closures that have occurred from time-to-time. They were looking at trying to reopen on or about February 1 under the restrictive guidelines for these types of venues. The Aquarium has also lost three members of the Aquarium's animal family, including two sea lions and a seal, that have been at the Aquarium since it's initial opening. The three animals were all considered to be geriatric animals and have lived a very long life at the Aquarium.
- Mike Murzynsky, Steve Baugher, and I met to continue work on the Finance Work Group report.
- Chris Janigo, Rob Murphy, Clare Paul, Derrick Tokos, and I met on the potential application for FEMA funding for fire flow improvements that would occur with several projects to improve fire flows to the north end of the city. This includes the new proposed booster station and additional water main by the golf course to increase water flow during fire emergencies.
- Peggy Hawker, Jason Malloy, and I met with high school principal, Rhema Mattson, and Adam Scarberry, Assistant Principal, to discuss the creation of a youth council. The school system has a student leadership class that includes approximately 60 students at the high-school level. Adam Scarberry thought there could be some direct linkage with this program and a youth council. The student leadership group did play a role in promoting the vacancies for students on the Police Advisory Committee. It seems to make great sense if we can incorporate

this in an existing and functioning school program. Adam is going to forward some of the class materials to us, and we will then make suggestions as to how we can incorporate a City youth council into their existing programs.

- Barb James and I met to continue efforts on developing a per diem travel policy. This would be the policy used for employees, City Council members and others relating to reimbursement for City-required travel. The per-diem would provide a flat payment for meals when an individual is travelling, instead of requiring receipts and financial reports in these cases. When meals are provided at a conference, there is no per diem offered for those particular meals. I think this will greatly simplify our travel policy and is commonly done by other cities. We need for the policy to be consistent with IRS, as well. This is an item that we agreed to implement as part of the NEA negotiations in our current contract.
- Participated in an executive session with City Council for purposes of completing the evaluation of myself as City Manager, and David Allen as City Attorney. I appreciate the Council taking the time to have these discussions. I will be working with the Mayor and Councilor Hall to prepare a report for presentation and acceptance by the Council at an upcoming regular City Council meeting.
- Held bi-monthly meetings with Jason Malloy, Rob Murphy and Lance Vanderbeck to discuss Police, Fire and Airport issues.
- Participated in a meeting with County officials, State Parks, Clare Paul, Chris Janigo, David Allen, and Derrick Tokos, regarding evolution of site conditions at Jump-off Joe. This meeting was scheduled on Monday, and by Monday night the major collapse of the foundation occurred. Fortunately, the collapse was contained in a new canyon leaving the remaining part of the foundation standing, and now inaccessible from the east. The County has agreed to provide temporary fencing to create a visual stopping point between the parking lot and the area that has subsided. The County and State Parks are signing various trails from the beach side that currently can access the remaining part of the foundation from the west. It is likely that it will be some time before anything can be done to address the foundation itself. The site is quite unstable at this point. We brought our geological engineer-of-record here to look at the stability of the parking lot to determine whether we need to permanently close this off, or whether we can allow the parking lot to remain in use. His recommendation will be to permanently close the parking area.
- Participated in a meeting with Sustainable Northwest Oregon on assistance in financing the acquisition of the watershed around the Big Creek Dams. This meeting included Shreejita Basu, Koala Swanson, and Ben Dair from Sustainable Northwest, Don Andre, Rolla Cleaver, Jay Fineman from the Oregon Coast Community Forest Association, Chris Janigo, Clare Paul, Derrick Tokos, and I. Overall, we discussed our plans to sell an easement to PUD, and use these funds to acquire plans in the Big Creek Watershed. We also discussed a need for building an access road, and potential discussion about buying property outright, versus just an easement, towards the goal of owning more of the watershed. Overall, it was a good meeting and we will see how we can connect the dots to utilize funds we have received from PUD to match with potential funds for property acquisition. We are looking at applying for a planning grant which would be necessary to provide the details for the federal grant and would have to be done in April. We will see where this journey takes us.

- Along with Councilors Jacobi and Botello, participated in a Vision 2040 Advisory Committee meeting. The focus of the meeting was the awards of the Vision 2040. Over 80 nominations were received for awards. Voting will take place during this next month, with the awards being made after the voting is completed. In addition, the Vision 2040 Committee worked on their goals for this coming year. Please see the attached link <http://tinyurl.com/readabouthelpers2020>
- Prepared agenda items for the February 1 work session and City Council meeting.
- I was out of the office late on Wednesday morning after completing some agenda items, and on Thursday for a medical procedure relating to my left eye. Other than getting a nice shiner, everything went well. Worked on this report from home on Thursday afternoon. It was a good, quiet time to work without having to do much reading or work from the computer.
- On Wednesday morning on her way to work, Clare Paul was involved in an accident in which she sustained injuries which will keep her off the job for a period of time. Our thoughts are with Clare as she heals up from this unfortunate accident. In the meantime, Chris Janigo, Barb James, and I met to determine how we are going to fill her role as Acting Public Works Director until she is able to return to work. I am putting together our interim, interim plan for supervisor.
- Participated in an OCCMA Board meeting, my first as past-president of OCCMA. A much better role to play than president!
- Participated in a second Newport water system one-stop meeting with the State of Oregon to identify potential funding resources for projects in the pipeline.

We are off and running in 2021. I believe that this coming year will be an opportunity to address some long-standing organizational issues, and to determine what additional changes we can make on how to most efficiently fulfill our responsibilities to the citizens of Newport with lessons learned from COVID-19. I look forward to chatting about these issues, and others, at our upcoming goal setting session.

Upcoming Events:

- I anticipate taking a few days before budget time. I will be using vacation time on February 18, 19, 26 and March 3,4, and 5 to get a few home projects completed.
- The goal setting session will take place February 22 from 9 AM to 3 PM.
- The Preliminary Budget meeting is scheduled for March 2 at 6 PM.
- The first Budget Committee meeting is April 27 at 5 PM.
- The second Budget Committee meeting is set for May 18 at 5 PM.
- The third Budget Committee meeting is May 25 at 6 PM.
- July 6-9, I plan to attend the OCCMA Summer Conference in Bend (in -person or virtually)
- October 3-6, I plan to attend the ICMA Annual Conference in Portland, OR.
- October 21-23 is the 96th League of Oregon Cities Annual Conference in Bend.

Attachments:

- Attached is a communication from Keith Mills, State Dam Engineer, providing notification to the City of unsafe/potentially unsafe dams. The state dam engineer is evaluating dams based on new state criteria. Previously, both dams were deemed potentially unsafe to seismic activity that indicated that both dams will deform significantly.

In addition, Keith Mills has outlined steps to investigate the extent of the internal erosion below the spillway conduit and asked that a plan be submitted by March 1, with a plan for interim measures being submitted by July 1, 2021. He is also asking for the City to submit a plan by December 1, 2021 outlining the proposed efforts for the removal of both dams and construction of replacement dam. This letter has been anticipated and we will be working with HDR Engineering to address the schedules outlined in Keith Mills' communication. I have also included, for your information, a copy of the dam inspection letter from an inspection conducted August 4, as well as a letter from HDR Inc., that was received last month in anticipation of the communication from the state dam engineer. We will be having a conference call with Keith Mills and HDR on February 5 to discuss the game plan for proceeding ahead. We have asked HDR to prepare the requested March 1 report. We need to continue our efforts at making headway in addressing dam issues. I will be scheduling a work session to further discuss steps regarding complying with the schedule outlined by the state dam engineer.

- Attached is a communication from Mayor Miyakawa from the City of Mombetsu wishing all of us at the City of Newport a prosperous and happy new year.
- Attached is a letter from Bob Cowen from Oregon State University's Hatfield Marine Science Center with a brief new year's message for the community.

I hope everyone has a great week.

Respectfully submitted,



Spencer R. Nebel, City Manager

cc: Department Heads



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Kate Brown, Governor

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January 22, 2021

Chris Janigo, Interim City Engineer
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Re: Notification of Unsafe/Potentially Unsafe Dam

Based on an inspection and analysis, the Oregon Water Resources Department (the Department) has identified an Unsafe condition and a Potentially Unsafe condition at Big Creek Dam #2 (upper dam) and a Potentially Unsafe condition at Big Creek Dam #1 (lower dam). As required by Oregon Revised Statute (ORS) 540.458(1) and further described in Oregon Administrative Rule (OAR) 690-020-0340 this letter serves as written notification that Unsafe/Potentially Unsafe conditions exist with the Big Creek Dams and corrective actions are needed. Information regarding identification of the Unsafe/Potentially Unsafe conditions and details regarding the corrective actions needed to address the conditions are contained below in this letter. Also contained in this letter are your options and responsibilities as the dam owner in responding to this notification and addressing the Unsafe/Potentially Unsafe conditions with the Big Creek dams.

The department conducted a routine dam inspection on October 15th, 2018 during which we observed corrosion of, and leakage through, the corrugated metal pipe (CMP) portion of the overflow spillway for Big Creek Dam #2. The leakage occurs at locations throughout the length of the CMP portion of the spillway. The spillway CMP is a route for any internal erosion, and flow of the spillway can carry away eroded material despite the attempts being made to monitor this situation. Internal erosion can increase over time and can result in catastrophic failure of a dam with little warning. Subsequent OWRD inspections of this dam on May 29th, 2019 and on August 4th, 2020, indicated that the corrosion of the CMP portion of the overflow spillway continues to worsen with time.

This is an Unsafe condition because the holes through which the water is leaking are a potential route for embankment materials displaced by internal erosion. Additional investigation of the extent of the internal erosion is needed. This should be by direct observation unless the City can propose a more reliable means of determining internal erosion. If internal erosion is confirmed, changes to operations of the reservoir will likely be needed until such time as control of internal erosion is achieved. Necessary planning steps are provided later in this letter.

Prior to the aforementioned internal erosion situation, a seismic stability analysis of both Big Creek dams was performed by consulting engineers working for the City. This analysis indicated that both dams will deform significantly during a Cascadia Subduction Zone (CSZ) earthquake. For both dams, the deformation could cause the dam crest to drop below the water line which could lead to overtopping of the dam crest and subsequent catastrophic failure of the dam. Based on these seismic deformation analyses, the department has determined that both Big Creek Dams, are in a Potentially Unsafe condition. To date we have been informed as to general plans to address the potentially unsafe conditions of the dams but have no timeframes for any of this work. More specific plans and timeframes are needed.

Corrective Actions will be necessary to address the Unsafe/Potentially Unsafe conditions with the Big Creek dams. At this time OWRD dam safety will continue working with the City in a cooperative manner as described and allowed in ORS 540.461. The next steps in these cooperative actions will be development of plan(s) and time frame(s) that lead to corrective actions. As described in OAR 690-020-0340(3)(a)(C), you have the opportunity to, and I encourage City staff and your engineer to meet remotely with me to discuss this Notification and plans that lead to Corrective actions. Please let me know, in writing, that City staff and your consulting engineer(s) can meet to discuss development of plans and to schedule a time for this meeting after you have discussed this Notification and have specific elements to propose in the plan(s).

At the present time it appears four plans may be needed, with the first three plans are based upon findings from implementation of the earlier plans. The description of plans and anticipated timeframes are as follow (this is for the submittal of the plan, not completion of the work, the timeframes for completion will be included in your plans):

1. Investigation of the extent of internal erosion below the spillway conduit, submit plan by **3-1-21**
2. Interim measure to reduce internal erosion and restore spillway function, submit plan by **7-1-21**
3. Plan of operations to reduce potential for winter flow over the spillway, submit plan by **9-1-21**
4. Plan for removal of both dams and construction of the replacement dam, submit plan by **12-1-21**

As described in OAR 690-020-0340(3)(a)(D), you have the opportunity to provide information to explain why you, as the dam owner, disagree with the matters asserted in this notification alleging Big Creek Dam #2 is Unsafe and that both Big Creek Dam #1 and #2 are Potentially Unsafe. If you have such information, we can discuss this during our remote meeting. The efforts made by the City thus far to address the Unsafe and Potentially Unsafe conditions are greatly appreciated. Thank you for your continued cooperation and we look forward to working with you in the near future.

Sincerely,

A handwritten signature in blue ink that reads "Keith Mills". The signature is written in a cursive, flowing style.

Keith Mills, P.E., State Engineer
Cell (541) 706-0849

C: Tony Janicek Ph.D., P.E., Dam Safety Program Coordinator
Tom Paul, Special Assistant to the Director
Dam Safety File B-28a & 28b



January 22, 2020

Chris Janigo, Interim City Engineer
City of Newport
169 SW Coast Highway
Newport, OR 97365

Re: Big Creek #1 & #2 Dams (B-28a, 28b) – Inspection Summary

These dam were inspected on August 4, 2020. The Water Resources Department conducts routine inspections of the dams’ exterior surfaces to identify conditions that might affect the safety of the dam. Dams are assigned a hazard rating based on downstream hazard to people and property, not on the condition of the dam. Big Creek #1 & #2 Dams are classified as high hazard dams. High hazard dams are inspected annually.

Results of the inspection are summarized in the table below. Detail regarding the inspection can be found in the following photos and text. Where work is needed, additional information can also be found in the section below. Any aspects of the dam that did not present a dam safety concern are not discussed in this letter.

Big Creek #2

Category	Inspected	Result
Access	<input checked="" type="checkbox"/>	Maintenance
Reservoir	<input checked="" type="checkbox"/>	Adequate
Spillway	<input checked="" type="checkbox"/>	Deficient
Seepage/Leakage	<input type="checkbox"/>	Unable to Inspect
Conduit	<input type="checkbox"/>	Unable to Inspect
Embankment	<input checked="" type="checkbox"/>	Deficient
Emergency Action Plan	<input checked="" type="checkbox"/>	Adequate

Inspection Details:

The reservoir level was 81 feet at the time of the inspection. The minimum freeboard was approximately 10 feet, which is adequate.

Access: Road access to the dam is adequate although secure fencing and signage may better prevent unauthorized access.

Spillway: Corrosion of the spillway conduit continues to worsen, and the leakage has increased. As mentioned in the attached Notification, the issue with the spillway conduit puts the dam in an Unsafe condition and a corrective action is needed to the address the issue.



Emergency spillway conduit

Conduit: We do not have any record of a recent inspection of the low-level conduit, and until we do, we consider it very possible that it is in a condition similar to the spillway conduit. We understand that you have recently completed an inspection of the low-level conduit. Please send us the results of the inspection. Once we review the results, we may change the current rating of low-level conduit.

Embankment: Vegetation is well maintained, and no deformation or significant erosion was identified. The only issue is the seismic stability issue. However, this is a serious safety issues that puts the dam in a Potentially Unsafe condition. As stated in the attached Notification, a corrective action is needed to address the issue. The dam should be removed and replaced.

Big Creek #1

Category	Inspected	Result
Access	<input checked="" type="checkbox"/>	Adequate
Reservoir	<input checked="" type="checkbox"/>	Adequate
Spillway	<input checked="" type="checkbox"/>	Unknown
Seepage/Leakage	<input checked="" type="checkbox"/>	None
Conduit	<input checked="" type="checkbox"/>	Adequate
Embankment	<input checked="" type="checkbox"/>	Deficient
Emergency Action Plan	<input checked="" type="checkbox"/>	Adequate

The reservoir level was approximately 6 feet below the crest at the time of the inspection. The minimum freeboard was approximately 5.3 feet, which is adequate.

Spillway: The spillway has much lower capacity than the combined spillways for the upper dam. Hydraulic analysis will be necessary to determine flood capacity, and would

be a priority if the dams were not planned for replacement. The spillway and reservoir level should be watched in an extreme storm, and the EAP activated if appropriate.

Embankment: The main issue is the seismic stability of this dam. This is a serious safety issue that puts the dam in a Potentially Unsafe condition. As stated in the attached Notification, a corrective action is needed to address the issue. The dam should be removed and replaced. In addition, there is a low spot on the crest of the dam, approximately in the area above the location of the low-level outlet. This area of the embankment is approximately 0.5 feet lower than the rest of the dam. Material should be added to this area so that the dam crest is level throughout the length of the dam.



Approximate location of the low spot on the crest

Summary

Corrective Actions: The following corrective actions have been identified for the dam and must be addressed.

1. Investigate the extent of internal erosion below the spillway conduit and determine interim measures to reduce internal erosion and restore spillway function
2. Develop a plan of operations to reduce potential for winter flow over the spillway
3. Plan for removal of both dams and construction of the replacement dam

Recommendations:

1. Add material to the low spot on the crest of the dam at the location above the low-level conduit
2. Consider adding a locked gate, fencing, and signage to better prevent unauthorized access to Big Creek Dam #2
3. Send us the results of the recent low-level conduit scoping of Big Creek Dam #2

Please note that if any work is to be completed on the dam or surrounding areas which either directly or indirectly impacts the reservoir, downstream waterway quality, or fish passage, other state and federal agencies may have permit requirements or regulations for this work.

These dams contain major dam safety issues. Both dams are in Unsatisfactory condition. Please address the major dam safety issues identified above.

We use a standard inspection form, and a copy of the field inspection sheet for this dam is attached. Please let me know if you have any questions about this inspection. We look forward to future inspections of this dam.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tony Janicek', written in a cursive style.

Tony Janicek Ph.D., P.E.
Dam Safety Program Coordinator
(971) 718-7921

C: Keith Mills, P.E., State Engineer
Nikki Hendricks, Watermaster District 1
Dam Safety File B-28a & 28b



Oregon Dam Safety Inspection Form

Name of Dam: Big Creek - Upper		File #: B-28b
Height: 56 ft.	Storage: 1190 ac. ft.	Permit: NID #: OR00473
High Hazard Dam	Condition Assessment: Unsatisfactory	District: 1
Date: 08/04/2020	Weather: <input type="checkbox"/> Dry <input type="checkbox"/> Rain <input type="checkbox"/> Snow <input type="checkbox"/> Now <input type="checkbox"/> Recently	Prior Inspection Date: 05/29/2019
Inspector(s): Janicek	Others on Site: Tim Gross (City of Newport)	
Issues from Prior Inspection: Conduit		

Rating Criteria: 5: Exemplary; 4: Adequate; 4-: Minor Maintenance; 3: Maintenance Action Needed; 2: Maintenance Action Neglected; 1: Unsafe Condition

General		Rating
Vehicle Access	<input checked="" type="checkbox"/> All Weather Road <input checked="" type="checkbox"/> Dirt Road <input type="checkbox"/> None	4
Access Control	<input type="checkbox"/> Gate <input type="checkbox"/> Locked and Secured <input checked="" type="checkbox"/> Fencing <input type="checkbox"/> Signage <input type="checkbox"/> Other	4
Detail:	Fencing not adequate to prevent access	

Reservoir		Rating
Pool Level: 81 ft.	<input type="checkbox"/> Approximated <input type="checkbox"/> Measured <input type="checkbox"/> Crest <input checked="" type="checkbox"/> Gage	
Minimum Freeboard	Vertical distance from debris line to lowest place on crest: ~10 ft.	4
Condition	<input type="checkbox"/> Floating Debris/Trash <input type="checkbox"/> Log Boom <input type="checkbox"/> Unusual Condition <input type="checkbox"/> Other <input checked="" type="checkbox"/> None	4
Detail:		

Spillway		Rating
Approach Channel	<input checked="" type="checkbox"/> Earth <input checked="" type="checkbox"/> Concrete <input type="checkbox"/> Culvert <input type="checkbox"/> Rock <input type="checkbox"/> Trickle Tube <input type="checkbox"/> Other	4
Control Section	<input checked="" type="checkbox"/> Clear <input type="checkbox"/> Trees/Brush <input type="checkbox"/> Debris <input type="checkbox"/> Erosion <input type="checkbox"/> Other	4
Spillway Dimensions	<input checked="" type="checkbox"/> Concrete <input type="checkbox"/> Rock <input type="checkbox"/> Soil <input type="checkbox"/> Culvert <input type="checkbox"/> Other <input type="checkbox"/> Unstable	4
Flashboards/Gate	Width: ft. Depth: ft. <input type="checkbox"/> Survey Attached	
Discharge Channel	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> In Place <input type="checkbox"/> Operational <input type="checkbox"/> Deteriorated	NA
Stilling Basin	<input checked="" type="checkbox"/> Clear <input type="checkbox"/> Trees/brush <input checked="" type="checkbox"/> Leakage	2*
Aux. Spillway	<input type="checkbox"/> Headcutting (___ feet from spillway control section, depth ___ feet.)	
Detail:	*overflow spillway is corroded and leaking	

Seepage/Leakage		Rating
Serious Conditions	<input type="checkbox"/> New Seepage <input type="checkbox"/> Leakage <input type="checkbox"/> Piping <input type="checkbox"/> Discolored Water <input type="checkbox"/> Boils <input type="checkbox"/> Other <input checked="" type="checkbox"/> None	4
Seepage Locations	<input type="checkbox"/> Center <input type="checkbox"/> Left <input type="checkbox"/> Right <input type="checkbox"/> Around Pipe	
Flow	<input type="checkbox"/> Wet Vegetation <input type="checkbox"/> Spongy <input type="checkbox"/> Standing Water <input type="checkbox"/> Flowing Water	NA
Toe Drains	<input type="checkbox"/> None <input checked="" type="checkbox"/> Working <input type="checkbox"/> Damaged <input checked="" type="checkbox"/> Buried <input type="checkbox"/> Other	4-
Flow (gpm)/Detail:		

Conduit		Rating
Control	<input checked="" type="checkbox"/> Manual <input type="checkbox"/> Power <input type="checkbox"/> None	4
Inlet	<input checked="" type="checkbox"/> Submerged <input type="checkbox"/> Debris on Trash Rack <input type="checkbox"/> Deterioration	----
Control/Stem	<input type="checkbox"/> Missing <input checked="" type="checkbox"/> Operable <input type="checkbox"/> Damaged <input type="checkbox"/> Inoperable <input type="checkbox"/> Unknown	4
Valve(s) Cycling	<input type="checkbox"/> Frozen <input type="checkbox"/> Unknown <input checked="" type="checkbox"/> Past Year <input type="checkbox"/> Frequent <input type="checkbox"/> During Inspection	4
Principal Conduit	Diameter/Size: _____ Material: _____ Condition: _____	----
Primary Outlet	<input type="checkbox"/> Overgrown <input checked="" type="checkbox"/> Clean <input type="checkbox"/> Submerged <input type="checkbox"/> Buried <input type="checkbox"/> Pressurized <input type="checkbox"/> Leaking: __ gpm	2*
Other Outlet(s)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	NA
Detail:	*awaiting results of recent inspection completed by the City of Newport	

Structure of dam	<input checked="" type="checkbox"/> Earth <input type="checkbox"/> Rock <input type="checkbox"/> Concrete <input type="checkbox"/> Other	Rating
Detail:	*not designed for EQ	
Deformation	<input type="checkbox"/> Cracks <input type="checkbox"/> Landslide(s) <input type="checkbox"/> Sinkhole(s) <input type="checkbox"/> Movement <input checked="" type="checkbox"/> None	2*
Crest	<input type="checkbox"/> Settlement/Low Spots <input type="checkbox"/> Narrow <input type="checkbox"/> Wave Erosion <input checked="" type="checkbox"/> No Issues	4
Erosion	<input type="checkbox"/> Trampling <input type="checkbox"/> Surface Erosion <input checked="" type="checkbox"/> None	4
Aux. Dam (s)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Number ___ Rating for Each 1 ___ 2 ___ 3 ___ 4 ___	
Detail:		

Animals		Rating
Evidence	<input type="checkbox"/> Trails <input type="checkbox"/> Burrows <input type="checkbox"/> Deep Burrows <input checked="" type="checkbox"/> No Evidence Max Depth: __ ft.	4
Locations	Extensive <input type="checkbox"/> Yes <input type="checkbox"/> No	
Detail:		

Vegetation		Rating
Cover	<input checked="" type="checkbox"/> Low Grass <input checked="" type="checkbox"/> High Grass <input checked="" type="checkbox"/> Brush <input type="checkbox"/> Small Trees <input type="checkbox"/> Large Trees <input type="checkbox"/> None	4-
Locations	Impairs Inspection <input type="checkbox"/> Yes <input type="checkbox"/> No	
Detail:	Vegetation will be cleared this year, had trouble getting work crew out to clear it	

Monitoring		Rating
Instrumentation	<input checked="" type="checkbox"/> Weir <input type="checkbox"/> Piezometer <input type="checkbox"/> Camera <input type="checkbox"/> Reservoir Level <input type="checkbox"/> Other	4
Monitoring	<input type="checkbox"/> Continuous <input checked="" type="checkbox"/> Frequent <input type="checkbox"/> Past Year <input type="checkbox"/> Unknown	4
Detail	Weir boxes at toe drains and weir at overflow conduit outlet to track leakage in pipe – monitored manually	

Expedited Re-inspection Needed: Yes No Next Inspection Date: _____
Emergency Action Plan: Exists: Yes No Onsite: Yes No Current: Yes No

- Maintenance Action – First Notice
- Maintenance Action – Subsequent Inspection with Deficiency
- Corrective Action – Unsafe Condition

Other Issues or Additional Detail Needed:

EAP last revision is 2017



Oregon Dam Safety Inspection Form

Name of Dam: Big Creek Lower			File #: B-28a
Height: 21 ft.	Storage: 272 ac. ft.	Permit: R1236	NID #: OR00225
High Hazard Dam	Condition Assessment: Unsatisfactory		District: 1
Date: 08/04/20	Weather: <input checked="" type="checkbox"/> Dry <input type="checkbox"/> Rain <input type="checkbox"/> Snow <input type="checkbox"/> Now <input type="checkbox"/> Recently	Prior Inspection Date: 05/29/2019	
Inspector(s): Janicek		Others on Site: Tim Gross (City of Newport)	
Issues from Prior Inspection: crest settlement			

Rating Criteria: 5: Exemplary; 4: Adequate; 4-: Minor Maintenance; 3: Maintenance Action Needed; 2: Maintenance Action Neglected; 1: Unsafe Condition

General		Rating
Vehicle Access	<input checked="" type="checkbox"/> All Weather Road <input type="checkbox"/> Dirt Road <input type="checkbox"/> None	4
Access Control	<input checked="" type="checkbox"/> Gate <input checked="" type="checkbox"/> Locked and Secured <input checked="" type="checkbox"/> Fencing <input type="checkbox"/> Signage <input type="checkbox"/> Other	4
Detail:		

Reservoir		Rating
Pool Level: ~6_ ft.	<input type="checkbox"/> Approximated <input type="checkbox"/> Measured <input type="checkbox"/> Crest <input type="checkbox"/> Gage	
Minimum Freeboard	Vertical distance from debris line to lowest place on crest: 5.3_ ft.	4
Condition	<input type="checkbox"/> Floating Debris/Trash <input type="checkbox"/> Log Boom <input type="checkbox"/> Unusual Condition <input type="checkbox"/> Other <input type="checkbox"/> None	4
Detail:		

Spillway		Rating
	<input type="checkbox"/> Earth <input checked="" type="checkbox"/> Concrete <input type="checkbox"/> Culvert <input type="checkbox"/> Rock <input type="checkbox"/> Trickle Tube <input type="checkbox"/> Other	
Approach Channel	<input checked="" type="checkbox"/> Clear <input type="checkbox"/> Trees/Brush <input type="checkbox"/> Debris <input type="checkbox"/> Erosion <input type="checkbox"/> Other	4
Control Section	<input checked="" type="checkbox"/> Concrete <input type="checkbox"/> Rock <input type="checkbox"/> Soil <input type="checkbox"/> Culvert <input type="checkbox"/> Other <input type="checkbox"/> Unstable	4*
Spillway Dimensions	Width: _ ft. Depth: _ ft. <input type="checkbox"/> Survey Attached	
Flashboards/Gate	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> In Place <input type="checkbox"/> Operational <input type="checkbox"/> Deteriorated	4
Discharge Channel	<input checked="" type="checkbox"/> Clear <input type="checkbox"/> Trees/brush <input type="checkbox"/> Leakage <input type="checkbox"/> Headcutting (_ feet from spillway control section, depth _ feet.)	4
Stilling Basin	<input type="checkbox"/> None <input checked="" type="checkbox"/> Functional <input type="checkbox"/> Minor Erosion <input type="checkbox"/> Severe Erosion <input type="checkbox"/> Undercutting	4
Aux. Spillway	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (use "Detail" box below)	----
Detail:	*capacity is unknown	

Seepage/Leakage		Rating
Serious Conditions	<input type="checkbox"/> New Seepage <input type="checkbox"/> Leakage <input type="checkbox"/> Piping <input type="checkbox"/> Discolored Water <input type="checkbox"/> Boils <input type="checkbox"/> Other <input checked="" type="checkbox"/> None	4
Seepage Locations	<input type="checkbox"/> Center <input type="checkbox"/> Left <input type="checkbox"/> Right <input type="checkbox"/> Around Pipe	
Flow	<input type="checkbox"/> Wet Vegetation <input type="checkbox"/> Spongy <input type="checkbox"/> Standing Water <input type="checkbox"/> Flowing Water	NA
Toe Drains	<input checked="" type="checkbox"/> None <input type="checkbox"/> Working <input type="checkbox"/> Damaged <input type="checkbox"/> Buried <input type="checkbox"/> Other	NA
Flow (gpm)/Detail:		

Conduit		Rating
Control	<input checked="" type="checkbox"/> Manual <input type="checkbox"/> Power <input type="checkbox"/> None	4
Inlet	<input checked="" type="checkbox"/> Submerged <input type="checkbox"/> Debris on Trash Rack <input type="checkbox"/> Deterioration	----
Control/Stem	<input type="checkbox"/> Missing <input checked="" type="checkbox"/> Operable <input type="checkbox"/> Damaged <input type="checkbox"/> Inoperable <input type="checkbox"/> Unknown	4
Valve(s) Cycling	<input type="checkbox"/> Frozen <input type="checkbox"/> Unknown <input checked="" type="checkbox"/> Past Year <input type="checkbox"/> Frequent <input type="checkbox"/> During Inspection	4
Principal Conduit	Diameter/Size: Material: Condition:	----
Primary Outlet	<input type="checkbox"/> Overgrown <input checked="" type="checkbox"/> Clean <input type="checkbox"/> Submerged <input type="checkbox"/> Buried <input type="checkbox"/> Pressurized <input type="checkbox"/> Leaking: __ gpm	4
Other Outlet(s)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Detail:		

Structure of dam	<input type="checkbox"/> Earth <input type="checkbox"/> Rock <input type="checkbox"/> Concrete <input type="checkbox"/> Other	Rating
Detail:	*not designed for EQ	
Deformation	<input type="checkbox"/> Cracks <input type="checkbox"/> Landslide(s) <input type="checkbox"/> Sinkhole(s) <input type="checkbox"/> Movement <input type="checkbox"/> None	2*
Crest	<input checked="" type="checkbox"/> Settlement/Low Spots <input type="checkbox"/> Narrow <input type="checkbox"/> Wave Erosion <input type="checkbox"/> No Issues	3*
Erosion	<input type="checkbox"/> Trampling <input type="checkbox"/> Surface Erosion <input checked="" type="checkbox"/> None	4
Aux. Dam (s)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Number ___ Rating for Each 1 ___ 2 ___ 3 ___ 4 ___	
Detail:	*not designed for EQ *crest settlement above where pipe goes through the dam (~0.5 ft lower)	

Animals		Rating
Evidence	<input type="checkbox"/> Trails <input type="checkbox"/> Burrows <input type="checkbox"/> Deep Burrows <input checked="" type="checkbox"/> No Evidence Max Depth: __ ft.	4
Locations	Extensive <input type="checkbox"/> Yes <input type="checkbox"/> No	
Detail:		

Vegetation		Rating
Cover	<input checked="" type="checkbox"/> Low Grass <input checked="" type="checkbox"/> High Grass <input type="checkbox"/> Brush <input type="checkbox"/> Small Trees <input type="checkbox"/> Large Trees <input type="checkbox"/> None	4-
Locations	Impairs Inspection <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	4
Detail:	Vegetation will cleared this year	

Monitoring		Rating
Instrumentation	<input type="checkbox"/> Weir <input type="checkbox"/> Piezometer <input type="checkbox"/> Camera <input type="checkbox"/> Reservoir Level <input type="checkbox"/> Other	NA
Monitoring	<input type="checkbox"/> Continuous <input type="checkbox"/> Frequent <input type="checkbox"/> Past Year <input type="checkbox"/> Unknown	NA
Detail		

Expedited Re-inspection Needed: Yes No Next Inspection Date: _____
Emergency Action Plan: Exists: Yes No Onsite: Yes No Current: Yes No

- Maintenance Action – First Notice
- Maintenance Action – Subsequent Inspection with Deficiency
- Corrective Action – Unsafe Condition

Other Issues or Additional Detail Needed:
EAP last revision 2017



December 23, 2020

Spencer Nebel, City Manager
City of Newport
169 SW Coast Highway
Newport, OR 97365

Re: Big Creek Dam #2 – Spillway Seepage Safety Issues

Dear Mr. Nebel,

This letter provides an update on significant dam safety issues associated with seepage conditions along the service spillway conduit at Big Creek Dam #2 (Upper Dam) that HDR has become aware of through the Oregon Dam Safety engineer. Specifically, HDR would like to make sure that the City of Newport is aware of the severity of the current state of the dam. Seepage is occurring through a number of small holes that have developed through the spillway pipe. The development of these holes indicates that significant corrosion of the pipe is taking place with a corresponding loss of structural support capacity. Further, based on HDR's recent visual observations, there is a possibility that some erosion of embankment and foundation materials may be occurring through these holes indicating that a slow but progressing failure mode has initiated and is developing over time.

The number of small holes and notable leakage was observed by OWRD staff in May of 2019 during a routine inspection of the dam. Recent conversations with the Oregon Dam Safety engineer Keith Mills have reinforced the need for the City to proactively respond to this development in a manner that is consistent with established best practices for dam safety. We understand that OWRD is in the process of reclassifying this dam from 'potentially unsafe' to an 'unsafe' condition rating.

Consistent with the identified safety concerns, we recommend the following:

- 1) The City develop and implement a public outreach program regarding the dam safety concerns. That program would include such measures as signage at the dams, and installation of an emergency warning system to alert the downstream neighbors should conditions significantly worsen. The City's Emergency Action Plan (EAP) should be reviewed and updated if appropriate and routinely tested to verify all critical parties including emergency response providers are prepared to implement the plan.
- 2) We understand from Mr. Mills that OWRD may be asking the City to revise operations of the reservoir to limit or minimize the maximum reservoir loading on the dam. Such "interim risk reduction" measures are consistent with best practices implemented on federally owned or federal or state regulated dams when such seepage safety concerns develop. We understand that revised reservoir operations

can have significant impacts to critical water supplies and need to be carefully considered to reduce safety risks while minimizing water supply impacts, if possible. The City should evaluate and implement revised operations at the earliest possible date. The outreach program described under item 1 above should include efforts to educate and prepare its citizens for water supply impacts that may occur.


- 3) HDR previously provided a limited scope of services in the fall of 2019 to further investigate and establish a monitoring program for the embankment dam and existing spillway pipe. Portions of the work outlined in that scope of services reflects that there are times of year when the spillway is not accessible (during the winter months) when the water is flowing through the spillway pipe. While the City chose to not execute this scope last year, HDR would recommend that we review and update that prepared scope of work to reflect recent developments and provide it to the City for action. HDR recommends executing and initiating this Task Order at the earliest possible date.

We are prepared to assist the City as may be requested for the items outlined above. Please call if you have any questions or would like to discuss these items further (303-764-1546).

Sincerely,
HDR Engineering, Inc.



Keith Ferguson
HDR Business Class Lead – Dam Safety



Verena Winter
HDR Project Manager

CC: Clare Paul, PE, Acting Public Works Director;
Chris Janigo, PE, Acting City Engineer

City of Mombetsu

Office of the Mayor

2 Saiwai-Cho, Mombetsu, Hokkaido

January 1st 2021

Mr. Dean Sawyer
City of Newport
169 SW Coast Hwy.
Newport, OR 97365

Dear Mayor Sawyer,

New Year's greetings from Mombetsu.

Last year was a year in which COVID-19 raged around the world. The pandemic has forced our lifestyle to change completely. To prevent the infectious virus from transmitting over the world many nations, not to mention the United States and Japan, enforced strict regulations of immigration control making it substantially impossible for people to visit each other's country. I am very sorry that the mutual visit between Newport and Mombetsu planned for 2020 to celebrate the sister city 55th anniversary had to be postponed under these circumstance.

Despite this difficult time, however, it is encouraging to learn that the members of our sister city committees have been continuing to support this precious relationship one way or another. For the first time some of our citizens could participate in the Nye Beach Banner Art Project. I also heard that there have been online meetings between the members of each committee so that they could get to know each other better and keep exchanging ideas to promote understanding among residents of both cities.

Although it is still very difficult to tell at this point if the Covid-19 situation will get better or worse and how it is going to affect our lives down the road, I trust that we will overcome this difficult time and continue our mutual efforts to deepen the bond between the two cities.

I sincerely hope that 2021 will be a prosperous year for you, your family, your staff members and all our friends in Newport.

With my best wishes for a happy new year,

宮川 良 —

Yoshikazu Miyakawa



Mayor

City of Mombetsu



Oregon State University
Hatfield



Oh my, what a year!

Certainly nothing that any of us could have foreseen. It has been challenging for all as we have been forced to deal with a pandemic that is impacting our health and our economy, fires that have devastated many in our community, and a political environment that only drives us further apart. We can only hope that 2021 is different, though we know it will still take time to combat and then recover from the pandemic and all of its manifestations.

But within all of these challenges, we have also seen a lot of good. Almost miraculously, despite the pandemic, we were able to complete the long awaited Gladys Valley Marine Studies Building. A truly fabulous building that offers the capacity for significant program expansion, state of the art laboratories and classrooms, a fantastic auditorium that will expand our programmatic and community activities, and a new innovation laboratory that will facilitate ideation, prototyping and development of scientific ideas for ocean research and application. Moreover, this building is the first ADA-approved tsunami vertical evacuation building in the nation! Its presence adds a significant safety factor for all those who work in the vicinity of HMSC should an earthquake and tsunami occur. Almost unbelievably, the actual moving-in week coincided with the worse of the fires and the nearly apocalyptic smoke conditions. Wow. It is hard to get one's mind around some of this.

There also have been victories in the continued education of our students (both virtually, and in carefully spatially-distanced summer programs). We have also seen the completion of degrees for many of our Masters and PhD students. New grants and hires continue to expand our science contributions. The amazing faculty, staff and students of HMSC have continued their work, even with the need to work mostly from home.

I truly look forward to seeing more people around Hatfield, hearing the voices and excitement of school-age kids exploring our visitor center or talking to our incredible group of volunteers. I miss this core sense of vibrancy that is at the center of Hatfield – but I know that we will return to this and value it even more.

So much of what Hatfield accomplishes is thanks to your generous contributions. Your donations go to supporting our students and the facilities that allow state-of-the-art research and education programs. I thank you deeply for all that you have done.

This year, my request is somewhat different. If you have the capacity to continue to support us, I would like to suggest instead that you consider donating to any number of community funds this particular year; a year that has severely impacted so many. Whether targeting the hungry and homeless, or those impacted by the fires, or our small businesses hurt by the pandemic, or our community resources and cultural institutions – they all need our help. So please consider ending this year with generosity towards those in need. We'll get back to the business of supporting HMSC next year.

You can find a list of Lincoln County non-profit service organizations here: <https://www.co.lincoln.or.us/ourcounty/page/local-non-profit-service-organizations>

Thank you and please stay safe, healthy, and enjoy the holidays.

Bob Cowen, Director, HMSC