



AGENDA & Notice of Work Session, Urban Renewal & Regular City Council Meeting

The City Council of the City of Newport will hold a work session on Monday, June 17, 2013, at 12:00 P.M., followed by an Urban Renewal Agency meeting and regular City Council meeting at 6:00 P.M. The work session will be held in Conference Room A at City Hall, and the Urban Renewal Agency and City Council meetings will be held in the Council Chambers, City Hall, located at 169 S.W. Coast Highway, Newport, Oregon 97365. A copy of the agenda follows.

The meeting locations are accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to Peggy Hawker, City Recorder 541.574.0613.

CITY COUNCIL WORK SESSION Monday, June 17, 2013 - 12:00 P.M. Conference Room A

- I. Additional Work Session Items Not Listed on the Agenda (for this and future work sessions)
- II. City Manager Recruitment
 - A. What Attributes in a City Manager are Important to Council?
 - B. What Needs to Happen for the First Six Months of the New City Manager's Tenure to be a Success?
 - C. What are the Three Most Critical Issues Facing the City of Newport?
 - D. Establish Salary Range for City Manager Position
 - E. Review Draft Advertisement for City Manager Position
 - F. Resolution No. 3631 Hiring Standards, Criteria, Policy Directives, and Timeline

URBAN RENEWAL AGENCY MEETING AGENDA Monday, June 17, 2013 - 6:00 P.M. Council Chamber

Anyone wishing to speak on an agenda item should complete a Public Comment Form and give it to the City Recorder. Public Comment Forms are located at the entrance to the City Council Chamber. Anyone commenting on a subject not on the agenda will be called upon during the Public Comment section of the agenda. Comments pertaining to specific agenda items will be taken at the time the matter is discussed by the City Council.

- I. Call to Order and Roll Call
- II. Public Comment

This is an opportunity for members of the audience to bring to the Council's attention any item not listed on the Agenda. Comments will be limited to three (3) minutes per person with a maximum of 15 minutes for all items. Speakers may not yield their time to others.

III. Consent Calendar

The consent calendar consists of items of a repeating or routine nature considered under a single action. Any Councilor may have an item on the consent agenda removed and considered separately on request.

- A. Approval of minutes from the Urban Renewal Meeting of April 1, 2013 (Hawker)

IV. Public Hearings

- A. Public Hearing and Potential Adoption of Resolution No. 3639 - FY2013/2014 Urban Renewal Agency Budget (Marshall)

V. Action Item

Citizens will be provided an opportunity to offer comments on action items after staff has given their report and if there is an applicant, after they have had the opportunity to speak. (Action items are expected to result in motions, resolutions, orders, or ordinances.)

- A. Potential Adoption of Resolution No. 3641 - Transferring Appropriations for FY 2012/2013

VI. Adjournment.

COUNCIL MEETING AGENDA **Monday, June 17, 2013**

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I. Pledge of Allegiance

II. Call to Order and Roll Call

III. Additions/Deletions and Approval of Agenda

IV. Public Comment

This is an opportunity for members of the audience to bring to the Council's attention any item not listed on the Agenda. Comments will be limited to three (3) minutes per person with a maximum of 15 minutes for all items. Speakers may not yield their time to others.

V. Consent Calendar

The consent calendar consists of items of a repeating or routine nature considered under a single action. Any Councilor may have an item on the consent agenda removed and considered separately on request.

- A. Approval of City Council Minutes from the Work Session and Regular Meeting of June 3, 2013 and Special Meeting on May 16, 2013 (Hawker)
- B. Acknowledgment of Accounts Paid-May (Marshall)
- C. OLCC - Shunk's (Miranda)

VI. Officer's Reports

- A. Mayor's Report
- B. City Manager's Report
 - 1. Department Head Reports
 - 2. Suggestion/Concern/Complaint Update
 - 3. Project Management Report

VII. Public Hearings - 7:00 P.M.

- A. Public Hearing and Potential Adoption on Ordinance No. 2055 - Amendment to the Zoning Code Allowing Accessory Dwelling Units (Tokos)
- B. Public Hearing and Potential Adoption of Resolution No. 3634 - Adopting the FY2013/2014 Budget for the City (Marshall)
- C. Public Hearing and Potential Adoption of Resolution No. 3636 - City's Election to Receive State Shared Revenues for FY2013/2014 (Marshall)
- D. Public Hearing and Potential Adoption of Resolution No. 3638 - Regarding the Imposition and Categorization of Ad Valorem Taxes for the Fiscal Year 2013/2014 Budget (Marshall)
- D. Public Hearing and Potential Adoption of Resolution No. 3635 - Supplemental Budget for FY2012/2013 (Marshall)
- E. Public Hearing and Potential Adoption of Resolution No. 3642 - Designation of Ending Fund Balances Revenues for Specific Uses. (Marshall)

VIII. Action Items

Citizens will be provided an opportunity to offer comments on action items after staff has given their report and if there is an applicant, after they have had the opportunity to speak. (Action items are expected to result in motions, resolutions, orders, or ordinances.)

- A. Potential Adoption of Resolution No. 3640 - Transferring Appropriations for FY 2012/2013
- B. Consideration of Final Order for Coffee House Appeal (Tokos)
- C. Consideration of Use of Georgia-Pacific Franchise Monies for Smoke Testing (Gross)
- D. Consideration of Resolution No. 3637 Establishing an Infrastructure Task Force
- E. Consideration of Award for OnDisplay Advertising
- F. Consideration of Ordinance No. 2051 Formalizing the City's Bicycle and Pedestrian Advisory Committee (Hawker)
- G. Canvass of Ballots - May 21, 2013 Special Election (Hawker)

IX. Council Reports and Comments

X. **Public Comment** (Additional time for public comment - 5 minutes per speaker)

XI. **Adjournment**

RESOLUTION NO. 3631

**A RESOLUTION ESTABLISHING HIRING STANDARDS,
CRITERIA, POLICY DIRECTIVES, AND A TIMELINE
FOR THE RECRUITMENT AND HIRING OF THE
CITY MANAGER FOR THE CITY OF NEWPORT, OREGON**

WHEREAS, Jim Voetberg, the current City Manager of the City of Newport, has resigned effective June 4, 2013, thereby vacating the position of City Manager; and

WHEREAS, Section 34 of the City Charter provides that the City Manager is appointed by the City Council; and

WHEREAS, the City Council has determined that the recruitment and hiring of a new City Manager is necessary and appropriate, and Council intends by this Resolution to adopt hiring standards, criteria, policy directives, and a timeline in connection with such recruitment and hiring; and

WHEREAS, on June 17, 2013, the City Council conducted a public hearing and provided the public an opportunity to comment on the recruiting process of the City Manager and the proposed hiring standards, criteria, policy directives, and timeline;

The City of Newport resolves as follows:

Section 1. The City Council hereby directs that recruitment for the position of City Manager will begin immediately and will be conducted substantially in accordance with the timeline and activities for recruitment as set forth in attached Exhibit A. The City Council hereby adopts the criteria and hiring standards as set forth in the job description contained in Exhibit B.

Section 2. This resolution is effective immediately.

Adopted by the City Council of the City of Newport on June 4, 2013.

Sandra N. Roumagoux, Mayor

ATTEST:

Margaret M. Hawker, City Recorder

EXHIBIT A

City Manager Recruitment and Hiring Timeline

Action	Date	Status
City Council work session to discuss process, timelines, and criteria, and determine the proposed salary range for an interim City Manager and permanent City Manager	5/16/13	
Request for proposals requested or unsolicited for recruiting services Waldron Prothman League of Oregon Cities Local Government Solutions	Beginning 5/10/13	
Process, timelines, and criteria for selection of a City Manager submitted to Council for public hearing and approval by Resolution No. 3631	6/3/13	
City Manager, Jim Voetberg to appoint an acting City Manager for a period not to exceed four weeks	6/4/13	
Advertise for interim City Manager with an application deadline of June 15, 2013	6/4/13	
Review applications for interim City Manager at a work/executive session and select candidate(s) to interview	6/17/13	
Interview top two applicants at a special meeting/executive session	6/20/13	
Make a tentative offer for the interim City Manager position (if the candidate is from outside the city organization, the offer would be contingent upon a successful background check)	6/20/13	
Conduct background check, if necessary, and appoint a group of two Councilors to begin contract negotiations in consultation with the City Attorney	6/21/13	
Discuss and select, at a work session, what organization, individual, or combination will conduct the recruitment of the City Manager	7/1/13	

Advertise the position in local, state, regional, and national trade publications with an application deadline of 9/24/13	8/6/13	
Select a group of Councilors/staff to narrow the field to the top five	10/7/13	
Schedule and conduct interviews	10/24/13 and 10/25/13	
Schedule a meet and greet for the community to meet the finalists	10/24/13	
Meet at a work session/executive session to select a candidate	10/28/13	
Make an employment offer contingent upon a successful background and reference checks and contract negotiations	10/29/13	
Repeat steps as appropriate		

DRAFT

EXHIBIT B

CITY MANAGER'S JOB DESCRIPTION

ORGANIZATION: City of Newport
DEPARTMENT: City Manager

LOCATION: Newport, Oregon
DATE: May 2013

Exempt Position

JOB TITLE: City Manager

CONTRACTED WAGE

PURPOSE OF POSITION:

Serve as the administrative head of the City Government. The City Manager is responsible to the council for the proper administration of all City business. The City Manager will assist the council in the development of City policies, and carry out policies established by ordinances and resolutions.

ESSENTIAL JOB FUNCTIONS AND EXAMPLES OF DUTIES PERFORMED:

Develops, plans and implements, with council participation, goals and objectives for the City; recommends and administers policies and procedures necessary to provide municipal services; approves new or modified programs, systems administrative and personnel policies and procedures.

Directs the development, presentation, and administration of the City budget; prepares and oversees the financial forecast of funding needed for staffing, equipment, materials, and supplies; monitors revenues and expenditures; implements midyear adjustments.

Provides administrative staff assistance to the City Council; directs specific and comprehensive analyses of a wide range of municipal policies; prepares and submits to the City Council annual reports of financial and administrative activities.

Directs and confers with executive staff concerning administrative and operational problems; makes appropriate decisions or recommendations for City Council adoption.

Appoints, trains, motivates, evaluates and removes all City employees (with the exception of City Attorney and Municipal Court Judge) in the administrative service; establishes performance objectives; prepares and presents employee performance reviews; implements discipline procedures; hears and rules on employee appeals to disciplinary actions.

Oversees the enforcement of all City ordinances; monitors all contractual agreements with franchises and contractors.

Represents the City in the community and at professional meetings; participates on a variety of boards and commissions, attends all City Council meetings (unless excused by Mayor or Council).

Negotiates contracts and solutions on a variety of administrative, fiscal, and special projects; participates in the preparation of program or special project budgets; analyzes and prepares recommendations on budget requests; monitors appropriate budget accounts.

Confers with residents, businesses, and other individuals, groups, and outside agencies having an interest or potential interest in affairs of City concern; interprets, analyzes, and explains policies, procedures, and programs.

Coordinates City activities with other governmental agencies and outside organizations; appoints administrative committees for coordination of services and activities.

Develops safe work habits and contributes to the safety of self, co-workers, and general public.

JOB QUALIFICATION REQUIREMENTS:

MINIMUM/MANDATORY EDUCATION AND EXPERIENCE REQUIREMENTS:

Bachelor's degree from and accredited college or university with a degree in public or business administration; At least seven (7) years of progressively responsible experience in municipal government, including five (5) years of administrative or supervisory responsibility; or any equivalent combination of education and experience.

KNOWLEDGE: Current social, political and economic trends and operating issues of municipal government.

Organizational and management practices as applied to the analysis and evaluation of programs, policies, and operational needs.

Principles of effective public relations and interrelationships with community groups and agencies, private business and firms, and other levels of government.

City organization goals and council policy.

Pertinent Federal, State and local codes, and regulations.

SKILLS: Principles of supervision, training, and performance evaluation.

Principles and practices of municipal government budget preparation and administration.

Analyze, interpret, summarize, and present administrative and technical information and data in an effective manner.

Analyze problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals to improve operations, procedures, policies, or methods.

ABILITIES: Providing advice to City Council and staff in a timely fashion.

Effectively and fairly negotiate appropriate solutions and contracts.

Gain cooperation through discussion and persuasion.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain cooperative working relationships with those contacted in the course of work including City Council members, staff, committee members, public officials, business leaders, and the general public.

DESIRABLE QUALIFICATIONS:

Master's degree from and accredited college or university with a degree in public or business administration.

PHYSICAL DEMANDS OF POSITION:

Requires the ability to function indoors in an office environment engaged in work of primarily a sedentary nature and the ability to walk or move to various City locations. Requires the ability to use hearing and speech to make presentations to large audiences and carry on conversations over the phone and in person. Requires near visual acuity to read printed materials and computer screens. Requires sufficient hand/arm/finger dexterity to retrieve work materials and operate standard office equipment.

WORKING CONDITIONS/WORK ENVIRONMENT:

Work location is primarily indoors where most of work period occurs under usual office working conditions. Requires regular evening meeting as well as ability to work any hours during emergency situations.

SUPERVISION RECEIVED:

Under the general guidance of the City Council

April 1, 2013
6:00 P.M.
Newport, Oregon

The Urban Renewal Agency of the City of Newport met on the above date in the Council Chambers of the Newport City Hall. On roll call, Beemer, Allen, Roumagoux, Sawyer, Saelens, and Busby were present. Swanson was excused.

Staff present was City Manager Voetberg, City Recorder Hawker, Public Works Director Gross, Parks and Recreation Director Protiva, Finance Director Marshall, and Police Chief Miranda.

DISCUSSION ITEMS AND PRESENTATIONS

Presentation of FY2011/2012 Audit Results. Marshall made a presentation regarding the FY2011/2012 Urban Renewal Agency audit. He noted that the auditors will be conducting field work on the FY2012/2013 audit in two weeks. He reported that audits are required to be submitted to the state and other agencies by December 31, and that it is late this year. He explained that the audit is an unqualified one meaning that it has not material weaknesses. He noted that the audit indicates continuing and new significant deficiencies primarily due to having a small Finance Department staff. Marshall reported that the total assets of the URA are \$16.7 million, and that the total liabilities decreased by approximately \$3.4 million. He added that the URA has approximately \$3.9 million in outstanding debt. He stated that he would draft a policy for the URA which will begin regular monitoring of the URA's financial reviews.

ADJOURNMENT

Having no further business, the meeting adjourned at 6:06 P.M.

Margaret M. Hawker, City Recorder

Richard Beemer, Chair



Agenda Item # IV.A.
Meeting Date June 17, 2013

URBAN RENEWAL AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title: Public Hearing on, and Consideration of, Resolution No. 3639, making Appropriations and declaring a Tax Increment for the Fiscal Year 2013-2014 Budget

Prepared By: Marshall Dept Head Approval: _____ City Manager Approval: _____

Issue Before the Agency:

Consideration of Resolution No. 3639 Regarding the Imposition and Categorization of Ad Valorem Taxes for the Fiscal Year 2013-2014 Budget.

Staff Recommendation:

Adopt the Resolution.

Proposed Motion:

"I move to adopt Resolution No. 3639, imposing and categorizing ad valorem taxes for the Fiscal Year 2013-2014 budget.

Key Facts and Information Summary:

The Budget Committee has approved a budget for Fiscal Year 2013-2014. The next step is a public hearing before the Agency regarding the budget. A resolution has been prepared imposing and categorizing the ad valorem taxes for Fiscal Year 2013-2014. The public hearing has been properly noticed and the City has complied with all actions required by Oregon Budget law.

Other Alternatives Considered:

None

City Council Goals:

None

Attachment List:

Resolution No. 3639

Fiscal Notes: None

NEWPORT URBAN RENEWAL AGENCY

RESOLUTION NO. 3639

**A RESOLUTION ADOPTING THE 2013/2014 BUDGET,
MAKING APPROPRIATIONS AND DECLARING A TAX INCREMENT**

BE IT RESOLVED that the Newport Urban Renewal Agency hereby adopts the budget for the Fiscal Year 2013/2014 in the sum of \$4,402,381, now on file at City Hall.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2013, and for the purposes shown below are hereby appropriated as follows:

SOUTH BEACH URBAN RENEWAL		NORTH SIDE URBAN RENEWAL	
Material & Services	\$ 61,251	Capital Outlay	\$ 20,000
Capital Outlay	\$ 110,000	Contingency	\$ 180,000
Debt Service	\$ 1,376,406		
Transfers	\$ 421,394		
Contingency	\$ 1,455,767		
TOTAL APPROPRIATIONS:	\$ 3,424,818		\$ 200,000
Reserve for Future Payment	\$ 777,563		
TOTAL REQUIREMENTS	\$ 4,402,381		

BE IT FURTHER RESOLVED that the Agency will certify to the County Assessor or the South Beach Urban Renewal District a request for the maximum amount of revenue that may be raised by dividing the taxes under Section 1c, Article IX of the Oregon Constitution, and no amount to be raised by the imposition of a special levy.

Adopted by the Newport Urban Renewal Agency on June 17, 2013.

Richard Beemer, Chairman

Attest:

Margaret M. Hawker, City Recorder

**NEWPORT URBAN RENEWAL AGENCY
RESOLUTION NO. 3639**

**A RESOLUTION IMPOSING AND CATEGORIZING AD VALOREM TAXES
FOR THE NEWPORT URBAN RENEWAL AGENCY, FISCAL YEAR 2012- 2013**

BE IT RESOLVED City Council for the City of Newport hereby imposes the taxes provided for in the City's Adopted Budget for Fiscal Year 2012- 2013 at the rate of \$5.5938 per \$1,000 of assessed value, plus an amount of \$1,675,000 for the debt fund; and that these taxes are hereby imposed and categorized upon the assessed value of all taxable property within the City for the tax year 2012-2013. The following allocations constitute the above aggregate levy.

General Fund:	\$5.5938/\$1,000
Wastewater Bonded Debt:	\$925,025
Water Treatment Plant Bonded Debt:	\$736,225

BE IT FURTHER RESOLVED that the City Council of the City of Newport hereby categorizes the imposed taxes for the Fiscal Year 2012-2013 as follows:

Subject to the General Government Limitation:	General Fund:	\$5.5938/\$1,000
Excluded from the General Government Limitation:	Debt Fund:	\$1,661,250

Attest:

Signed:

Margaret Hawker, City Recorder

Sandra Roumagoux, Mayor



Agenda Item # V.A.
Meeting Date June 17, 2013

CITY COUNCIL AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title: Resolution Transfer for FY13 Budget

Prepared By: Marshall Dept Head Approval: _____ City Manager Approval: _____

Issue Before the Agency

Consideration of Resolution No. 3641 Regarding the Transfer of Resources and Appropriations for the South Urban Renewal Agency.

Staff Recommendation:

Adopt the Resolution.

Proposed Motion:

"I move to adopt resolution number 3641, transferring resources as shown in the Resolution.

Key Facts and Information Summary:

Oregon Budget Law states that appropriations cannot be exceeded, and that the governing body must increase appropriations prior to either spending or obligating funds beyond that appropriated. This transfer resolution anticipates appropriations that *might* be exceeded and transfers resources from funds/cost centers that have resources available to those that may not.

Other Alternatives Considered:

None

City Council Goals:

None

Attachment List:

Resolution No. 3641

Fiscal Notes: None

**CITY OF NEWPORT
RESOLUTION NO. 3641**

**A RESOLUTION TRANSFERRING APPROPRIATIONS FOR THE FY 2012/2013
NEWPORT URBAN RENEWAL AGENCY BUDGET**

WHEREAS, the Newport Urban Renewal Agency is responsible to its citizens for the care and management of public funds; and

WHEREAS, certain needs have arisen during the fiscal year that were unforeseen at the time the 2012/2013 budget was prepared; and

WHEREAS, the appropriations for certain expenditures must be increased;

The Newport Urban Renewal Agency resolves as follows: that the appropriations described below be transferred and approved.

RESOURCES	REQUIREMENTS
SOUTH BEACH URBAN RENEWAL DISTRICT	
	MATERIAL & SERVICES 5,000
	CAPITAL OUTLAY (5,000)
POSSIBILITY OF OVER EXPENDING APPROPRIATION FOR FY13	

This resolution will become effective immediately upon passage.

Adopted by the Newport Urban Renewal Agency on June 17, 2013.

Richard Beemer, President

Attest:

Margaret M. Hawker, City Recorder

June 3, 2013
Noon
Newport, Oregon

CITY COUNCIL WORK SESSION

Councilors present: Beemer, Sawyer, Busby, Saelens, Roumagoux, Allen, and Swanson.

Staff present: Smith, Hawker, and Scofield.

Others present: Bob Gibson, Human Resources Consultant, handling the recruitment of a City Manager; and Dave Morgan with News Lincoln County.

Roumagoux called the meeting to order and the roll was taken.

1. Roumagoux asked for additional work session items that are not listed on the agenda, for this or future work sessions. There were none.
2. Saelens recused himself as he continues to be interested in applying for the City Manager position, and believes it is not appropriate to be involved.
3. Hawker introduced Bob Gibson, human resources consultant, who will be coordinating the recruitment of a new City Manager.
4. Bob Gibson presented a brief bio of his educational and work experience. He stated that his goal is to find the best City Manager for the City of Newport. Gibson noted that the recruitment is not a "cookie cutter" process, as the process needs to be sensitive to issues of the city.

Gibson talked about the advertisement for the position. He stated that the ad will be run nationwide, regionally, and statewide, with the goal of finding as many qualified applicants as possible. He stated that every applicant will be required to submit an application package consisting of a letter of application, city application form, and resume. He added that on receipt of an application, the supplemental questions would be sent to the applicant. The deadline for submitting responses to the supplemental questions will be two weeks after the application deadline.

Gibson reported that all applications will be available to Council. He stated that he would screen applications to determine whether the applicant meets minimum qualifications. He added that the City Council will receive the applications with the supplemental questions after the initial cut. He noted that the next challenge will be to review the applications and responses to supplemental questions, and he asked whether Council wished to appoint a small committee to perform this review, or opt to have the entire Council conduct the review. He reminded Council that confidentiality is critical as some of the applicants will be currently employed. Gibson cautioned against Council calling folks in applicants' communities.

Busby suggested that staff members be included as a part of the selection process.

Gibson reviewed the process after finalists have been selected. He stated that he would like to invite five to seven applicants so that at least four show up. He added that probably not all of them will be a good fit, and that the challenge is to find the best fit for the city and community.

Gibson discussed the standard interview and the management assessment center. He stated that the traditional interview consists of a series of probing questions. He added that either approach allows Council to get to know the candidate and allows the applicant to tell their story. He reviewed the prior selection process, noting that there were several panels, including one from staff, one of City Council, and another with city managers from other communities. Allen suggested a panel of community stakeholders/leaders. Gibson noted that an assessment center is a process of job related exercises that panels can observe. Gibson recommended a mix of the standard interview with a limited number of assessment center exercises. He noted that the process would take one and one-half to two days. He suggested that a tour of the city could be included as part of the process, as well as a meet and greet for the community.

Allen asked about the cost of Gibson's services. Gibson reported that he will also be working with Jeri Knudson, recently retired HR Director from West Linn, and that the fee would be \$8,000. He noted that he would be utilizing the city's HR Generalist, JJ Scofield.

Gibson reported that advertisements would be placed in: Jobs Available; ICMA, OCCMA, Oregonian, city website, League of Oregon Cities and other municipal leagues. He noted that once the ad is placed, six weeks should be allowed for receipt of application materials.

A discussion ensued regarding the interview dates.

Allen stated that narrowing the field to five to seven candidates should have the involvement of the entire City Council. Gibson noted that Council will receive a packet for each candidate with evaluation sheets. After individual reviews, Council can review the applications as a group.

A discussion ensued regarding compensation and at what level it should be set. It was noted that a comparison with other communities is valuable, but it still needs to mesh with the city. Gibson suggested looking at population, geographic location, and the external market, and internal alignment.

Sawyer, noting that a sitting Councilor may be a candidate, asked whether the Councilor can participate in the selection process if he withdraws his candidacy. It was noted that he could.

A discussion ensued regarding qualifications. Busby suggested that it should not be a requirement for the candidates to have experience in local government. Swanson asked whether an undergraduate degree should be required. Gibson noted that the

candidate's bodies of knowledge is important. Gibson noted that when experience is substituted for education, the formula is that two years of experience would count for one year of education.

Gibson suggested that once interviews have concluded, and a successful candidate has been selected, that a hands-on background review should occur. Allen asked whether Gibson would still conduct a thorough background check, and Gibson noted that he could check listed references. He recommended that a group of Councilors go to the candidate's community and talk to folks, check newspapers, etc.

Gibson noted that an advertisement must be developed, and a salary range established. Gibson agreed to attend the June 17 work session to discuss the draft advertisement, salary range, and the following questions: (1.) What attributes in your City Manager are important to you? (2.) What needs to happen for the first six months of a new City Manager's Tenure to be a success? And (3.) What are the three most critical issues facing the City of Newport? Gibson added that the responses to these questions are important in developing and designing the profile. It was agreed that Resolution No. 3631, and its associated public hearing, would appear on the agenda of July 1, 2013.

Having no further business, the meeting adjourned at 1:22 P.M.

June 3, 2013
6:00 P.M.
Newport, Oregon

The City Council of the City of Newport met on the above date in the Council Chambers of the Newport City Hall. On roll call, Beemer, Allen, Roumagoux, Sawyer, Saelens, Swanson, and Busby were present.

Staff present was Interim City Manager Smith, City Recorder Hawker, Community Development Director Tokos, Public Works Director Gross, Finance Director Marshall, and Police Chief Miranda.

PLEDGE OF ALLEGIANCE

Council and the audience recited the Pledge of Allegiance.

ADDITIONS/DELETIONS AND APPROVAL OF AGENDA

Allen asked that the executive session minutes of the May 20, 2013 be added to the consent calendar.

PUBLIC COMMENT

Roumagoux read a letter from John Davies, owner of an Embarcadero Resort unit, requesting a reversal of the city's requirement that owners of units being leased through the hotel need an individual business license.

Mark McConnell spoke in support of the proposed economic development director position. He urged Council to consider keeping this position in the adopted budget.

Linda Neigebauer spoke in support of budgeting monies for transit services. She urged Council consideration of an additional \$10,000 to assist in marketing the city loop shuttle.

Alisha Kern spoke to Council regarding the stop signs by the high school that were installed to calm traffic during school hours. She asked why the signs are still there since the reason for having them no longer exists.

Alisha Kern reported that she had observed the Teevin Brothers log operation debarking process in Crabtree, and noted that it is extremely noisy. She suggested Council visit the operation in Crabtree.

Marletta Noe suggested creating poster-sized bus route signs and placing them in local lodging establishments.

PROCLAMATIONS, RECOGNITIONS, AND SPECIAL PRESENTATIONS

Roumagoux proclaimed the week of June 23 - 30, 2013 as American Legion Week in the City of Newport. Shirley Gilmore received the proclamation and addressed Council regarding the upcoming 95th annual convention to be held in Newport.

CONSENT CALENDAR

The consent calendar consisted of the following items:

- A. Approval of City Council minutes from the executive session, work session, and regular meeting of May 20, 2013;
- B. OLCC Application - Walgreens;
- C. OLCC Application - Oregon Coast Aquarium.

MOTION was made by Beemer, seconded by Swanson, to approve the consent calendar with the corrections to the minutes as noted by Allen and Sawyer. The motion carried unanimously in a voice vote.

OFFICER'S REPORTS

Mayor's Report. Roumagoux reported that she attended the YBEF annual dinner at which the speaker was from the state's small business development center.

Roumagoux reported that she helped serve pizza, provided by the Savory Café, to graduating seniors from Newport High School.

Roumagoux wished outgoing City Manager Voetberg well in his new endeavors and welcomed Interim City Manager Ted Smith.

Allen noted, for the record, that Council did not receive notification that Voetberg was not going to be in attendance at this meeting. He added that the agreement with the Interim City Manager has not been finalized and signed, and that Voetberg cannot delegate someone else to sit at the dais during City Council meetings. He added that since Smith is not the City Manager, Voetberg should have given Council an excuse regarding why he was not going to be in attendance at this meeting. Allen noted that the Charter has certain requirements, and there are inconsistencies in Voetberg not showing up tonight and what the Charter requires.

PRESENTATIONS

Briefing on the Police Accreditation Process. Miranda introduced Ed Boyd, Executive Director of Oregon Accreditation Alliance. Boyd briefed Council on the status of the police accreditation process. He presented the Police Department with its certificate of state accreditation. Miranda noted that this is a milestone for the agency, and that Newport is the first department on the Oregon coast to attain accreditation.

ACTION ITEMS

Decision to Hold an Evidentiary Hearing on the Teevin Brothers Traffic Impact Analysis or to Uphold the Planning Commission Decision. Tokos reported that the issue before Council is a discussion on how Council wants to proceed with an appeal of the Planning Commission's decision to approve the Teevin Brothers Traffic Impact Analysis. He noted that the appeal was filed by the Oregon Coast Alliance (ORCA), Michael Peterson, and The Landing at Newport Condominium Association.

Tokos reported that the city received a complete application from Teevin Brothers Land and Timber Company for a traffic impact analysis associated with a proposed log yard on 15 acres of property located at 1650 SE Bay Boulevard. He noted that the purpose of the analysis is to establish that the transportation facilities, namely SE Moore Drive and SE Bay Boulevard, can safely accommodate the proposed log truck traffic. He added that the application was reviewed by staff and that he issued findings of fact and a final order approving the analysis on March 11. Tokos stated that his decision was appealed to the Planning Commission, and on April 22, the Planning Commission held a full evidentiary hearing to consider the application, and on May 13, issued findings of fact and a final order approving the Teevin Brothers application. Tokos reported that on May 28, the Planning Commission's decision was appealed to the City Council.

Tokos reviewed Council options, noting that it may hold a full evidentiary hearing; an on-the record hearing; or deny the appeal without a hearing. He stated that staff recommends Council forego hearing the appeal and affirm the Commission's decision as the city's final decision.

Roumagoux asked for public comment. There was none.

Roumagoux asked for Council comment. Allen asked Tokos why he was recommending adopting the Planning Commission decision, noting that an "on the record" hearing would allow the appellant to argue the evidence before Council, and Council could make its own independent decision. He added that he is willing to go with an "on the record" review. Swanson and Beemer noted a preference to accept the Planning Commission decision. Sawyer agreed that the Planning Commission has done a good job, but agreed with Allen to give the appellant another opportunity. MOTION was made by Allen, seconded by Sawyer, to hear the appeal. Voting aye in a voice vote were Sawyer and Allen. Voting no were Swanson, Saelens, Roumagoux, Busby, and Beemer. MOTION was made by Beemer, seconded by Busby, to adopt Order #2013-1 accepting the Planning Commission's Final Order and Findings of Fact approving the Traffic Impact Analysis for the Teevin Brothers Log Yard (File #1-TIA-13) as the city's final decision and that the appeal fee of \$792 be refunded to the appellant. Allen noted that by voting no, it does not necessarily mean that he disagrees with Tokos and the Planning Commission, it is simply more procedural. The motion carried in a voice vote with Roumagoux, Saelens, Busby, Beemer, and Swanson voting yes; and Sawyer and Allen voting no.

Consideration of Resolution No. 3632 Regarding the De-Annexation of the Lettenmaier from the City of Newport. Tokos reported that the issue before Council is consideration of Resolution No. 3632 regarding the de-annexation of the Lettenmaier from the corporate limits of the city, as requested by the owner, Terry Lettenmaier. Tokos noted that the property is a part of the larger 668 acre Wolf Tree Destination Resort site. Filing fee brought in.

Tokos noted that the city received a letter, on January 25, 2013, from Terry Lettenmaier requesting that his property be withdrawn from the city. He added that Lettenmaier wants to construct one dwelling unit on the property, and withdrawing the property from the city will help achieve this objective by allowing the Lettenmaier's to approach the county to rezone the site to a designation where that use would be permissible.

Tokos reported that the process for withdrawing property from a city must be initiated by Council resolution, followed within 30 days by a public hearing. He added that, after taking testimony, if Council desires to proceed, it must prepare an order to that effect and schedule a second hearing within 20 - 50 days. He stated that if Resolution No. 3632 is adopted, the first public hearing would be held at 7:00 P.M., on July 1, 2013.

Roumagoux asked for public comment. There was none.

Roumagoux asked for Council comment. There was none. MOTION was made by Sawyer, seconded by Beemer, to adopt Resolution No. 3632, initiating the statutory process for withdrawing the subject property from the city limits. The motion carried unanimously in a voice vote.

Consideration and Possible Adoption of Ordinance No. 2054 Regarding Clear Vision Requirements. Tokos reported that the issue before Council is consideration of whether it is in the public interest to change the effective date of revisions to the Newport Municipal Code relating to clear vision standards contained in Ordinance No. 2031 that establishes a program for managing the city's urban tree canopy. He added that Ordinance No. 2031 was adopted as part of the city's effort to obtain a Tree City USA designation from the National Arbor Day Foundation, and the ordinance will only become effective upon preparation and adoption of a tree plan which is currently under development by the Parks and Recreation Committee. Tokos noted that this ordinance would change the effective dates of Sections 9, 10, and 11 of Ordinance No. 2031, and the remainder of the ordinance would become effective on adoption of the tree plan.

Tokos reported that the changes to Section 9 include a cross reference to 8.10.060 of the Municipal Code. He added that this provision is part of the city's nuisance code and requires further revision as part of Ordinance No. 2054 to make it clear that vegetation, walls, fences, or structures within a clear vision area constitute a safety hazard. He reviewed the language changes to Section 9.

Tokos noted that Section 10 would delete all of Chapter 9.25 of the Municipal Code and incorporate provisions that do not conflict with other standards into Chapter 14.17 of the Municipal Code.

Tokos noted that staff recommends Council adopt Ordinance No. 2054 because the proposed changes to clear vision requirements are not dependent upon the existence of a tree plan unlike the other provisions of Ordinance No. 2031.

Tokos reported that the change to Ordinance No. 2031 primarily affects the nuisance code, rather than the land use code to which there were no material changes. He added that in discussion with the City Attorney, it was deemed unnecessary to produce land use notices again.

Tokos reported that Council has the option of adopting this ordinance as an emergency. He added that, either way, the City Attorney needs an opportunity to review the ordinance as to form. Allen asked about Section 5 which indicates the effectiveness on the signature of the Mayor, and noted that Sections 1 and 5 need to match.

Roumagoux read into the record a letter from Gregory Carpenter and Catherine Pavlish. Allen noted that Miranda had provided a written report that reviewed what happened with the Carpenter/Pavlish matter in Municipal Court.

Roumagoux asked for public comment.

Rennie Ferris recommended that the ordinance be adopted. He questioned the ability of the Mayor and City Manager in overruling the Municipal Code.

MOTION was made by Allen, seconded by Saelens, to read Ordinance No. 2054, amending provisions of the City of Newport Municipal Code relating to clear vision standards, by title only, and place for final adoption and that the ordinance be deemed an emergency effective immediately following review by the City Attorney and signature by the Mayor. The motion carried unanimously in a voice vote. Hawker read the title of Ordinance No. 2054. Voting aye on the adoption of Ordinance No. 2054 were Roumagoux, Allen, Beemer, Swanson, Busby, Sawyer, and Saelens. Sawyer stated that he believed the City Manager was not truthful in this matter.

Authorization to Proceed with Real Property Exchange in the Nye Beach Neighborhood. Tokos reported that the issue before Council is consideration of an exchange of approximately 525 square feet of city-zoned property immediately south and upslope of the Nye Beach Pump Station for 150 square feet of property owned by Will and Tara Devenport adjacent to the staircase accessing the Visual Arts Center from NW 3rd Street. He added that the Devenport's will also dedicate a six foot sidewalk easement along their NW Beach Drive frontage and will pay surveying and permit expenses.

Tokos reported that the Devenport's property fronts both NW 3rd Street and NW Beach Drive and is developed with a single family dwelling. He added that the property is configured so that two developable lots could be created. He stated that a new lot containing the existing home would have access from NW Beach Drive while the other new lot would be accessed from NW 3rd Street. He noted that the property is approximately 175 feet short of possessing enough land area for both lots to meet the 3,000 square foot minimum lot size that applies to Nye Beach. He stated that in order to secure enough land to divide the property, the Devenport's have requested the city agree to a land exchange as previously discussed. Tokos added that the Municipal Code allows the city to trade property with private entities provided it receives equivalent value in return.

Roumagoux asked for public comment. There was none.

Roumagoux asked for Council comment. There was none. MOTION was made by Swanson, seconded by Beemer, to authorize the Devenport's to include the subject, city-owned property in a partition plat and for the Mayor to sign said plat in order to implement the property exchange discussed at this meeting. The motion carried unanimously in a voice vote.

Consideration of Awarding a Tourism Marketing Grant for the Newport Symphony. Lorna Davis, Executive Director of the Greater Newport Chamber of Commerce, appeared before Council and explained the request was for consideration of award of a tourism marketing grant to the Newport Symphony Orchestra in the amount of \$5,000 for assistance in marketing the 2013-2014 season expansion. It was noted that the award was recommended by the Destination Newport Committee. MOTION was made by Beemer, seconded by Swanson, to approve the tourism marketing grant fund application, submitted by the Newport Symphony Orchestra, for assistance with marketing and advertising for the expansion of the FY2013-2014 season, in the amount of \$5,000. The motion carried unanimously in a voice vote.

Consideration of an Agreement with the Oregon Coast Council for the Arts for the Operation of the Newport Performing Arts Center and Visual Arts Center. It was reported that the issue before Council is consideration of an agreement with the Oregon Coast Council for the Arts for the operation of the Performing Arts Center and Visual Arts Center. Catherine Rickbone, Executive Director of the Oregon Coast Council for the Arts, distributed a management and marketing report, and reported on the history of the management of the PAC and VAC and statistics for the preceding year. She responded to Council questions. MOTION was made by Beemer, seconded by Swanson, to approve the agreement with the Oregon Coast Council for the Arts for the operation of the Newport Performing Arts Center and Visual Arts Center. Staff was asked to ensure that all the requisite statutory provisions are included in Exhibit A of the proposed agreement. The motion carried unanimously in a voice vote.

Appointment of Ted Smith, Interim City Manager, to the Lincom Executive Board. It was reported that the issue before Council is the official appointment of Ted Smith, who will be the Interim City Manager when Voetberg leaves, to the Lincom Executive Board. It was noted that while Lincom is in the process of being phased out, there may still be a need for one or more meetings. MOTION was made by Allen, seconded by Sawyer, to appoint Interim City Manager, Ted Smith, to the Lincom Executive Board. The motion carried unanimously in a voice vote.

Consideration of Resolution No. 3628 Increasing Water Rates. Gross addressed Council regarding methodology and the definition of an enterprise fund. He noted that enterprise funds are financed and operated in a manner similar to private business; financed and recovered through user charges. Gross stated that he is concerned about trying to offset capital improvement costs through various funds. He stated that staff will be relentless in looking for other funding resources for capital improvements. He added that it is critical for the community for the utility rate increases to occur, and reviewed the revenue generated by the increases.

Roumagoux asked for public comment.

Lou Limbrunner spoke in opposition to the proposed utility rate increases. He suggested a comprehensive review of water policies.

Roumagoux asked for Council comment. Allen reported that at the last City Council meeting, and a recent meeting of the Budget Committee, a discussion occurred regarding the establishment of a task force to look for alternative funding sources for capital improvement projects. He added that the task force members will be: Allen, Busby, Saelens, Patricia Patrick-Joling, and Fred Springsteen. Allen suggested that former Mayor Mark McConnell, would be a good addition to the task force, and bring a different perspective. He noted that a resolution will be created, establishing the task force, for action at the next City Council meeting. He added that the scope of work will be straightforward.

Busby stated that he believes the city has the ability, within the existing budget, to tighten belts and contribute to the water and wastewater funds. He added that one item that stands out is the dam study, as it is not an immediate requirement and could be postponed.

Sawyer noted that the increases need to be limited to the extent possible.

Beemer cited the tenuous condition of the dams as the reason that the dam study is high on the priority list.

Swanson noted that when staff presented an interactive chart, it showed that some utility users are charged less than 15%, and this was helpful in justifying the proposed increases.

Saelens noted that this year's budget process has been difficult. He stated that it is his hope that in the future, the mistake of having a formal body agree to organize a subcommittee, and never allowing the subcommittee to make a report to the organizing body, will not occur. He added that it was unfair to Busby, Patrick-Joling, and him to spend hours looking for things for the Budget Committee to review this year, and not be allowed an opportunity to present that material. Allen suggested beginning the budget process in mid-April, so there will be sufficient time if multiple meetings are needed.

Allen stated that he voted no on the five-year utility increase scenario because he wanted to look at bonds, and that the task force will do that next year. He added that he is hesitant to increase utility rates by 15%, noting that his preference is an 8% water increase; a 10% wastewater increase; and the understanding that this is not the end of the discussion. He noted that he does not have an issue with the stormwater and infrastructure fee increases.

Gross stated that if the proposed rate increases are decreased, it would mean removing projects from the CIP.

Consideration of Resolution No. 3628 Increasing Water Rates. MOTION was made by Beemer, seconded by Swanson, to adopt Resolution No. 3628, setting rates for water utility charges, fees, deposits, and penalties, and repealing Resolution No. 3592. The motion carried in a voice vote with Beemer, Roumagoux, Saelens, Swanson, and Sawyer voting yes; Allen and Busby voted no.

Consideration of Resolution No. 3627 Increasing Wastewater Rates. MOTION was made by Beemer, seconded by Swanson, to adopt Resolution No. 3627, setting wastewater utility rates and repealing Resolution No. 3593. The motion carried in a voice vote with Beemer, Roumagoux, Swanson, and Sawyer voting yes; Allen, Busby, and Saelens voted no.

Consideration of Resolution No. 3630 Increasing the Infrastructure Improvement Fee. MOTION was made by Beemer, seconded by Swanson, to adopt Resolution No. 3630, increasing the infrastructure improvement fee and repealing Resolution No. 3595. The motion carried unanimously in a voice vote.

Consideration of Resolution No. 3629 Increasing the Stormwater Utility Fee. MOTION was made by Beemer, seconded by Swanson, to adopt Resolution No. 3630, increasing the stormwater utility fee and repealing Resolution No. 3594. The motion carried unanimously in a voice vote.

Appeal of Special Event Fee Waiver Denial for the Celtic Festival. It was reported that the issue before Council is consideration of an appeal filed by the Celtic Heritage Alliance regarding the denial of a special event permit fee waiver for the upcoming Newport Celtic Festival and Highland Games. It was noted that the Celtic Heritage

Alliance had applied for a special event permit and that it had been denied pursuant to the Chapter 9.80 of the Newport Municipal Code which states that recipients of tourism promotion grants are ineligible for special event fee waivers, and the Celtic Heritage Alliance had received a \$5,000 tourism promotion grant for this event.

Belinda Goody and Jill Lyon, representing the Celtic Festival, appeared before Council. Goody reported that she is not requesting an appeal of the fee waiver, as she was not requesting any city services. A discussion ensued regarding the intent of the ordinance as there is conflicting language. Allen noted that he is inclined to go with the overall purpose of the ordinance, although the ordinance should be revisited in the future.

MOTION was made by Allen, seconded by Beemer, to uphold the decision of staff that because the Celtic Heritage Alliance has received a 2013 tourism promotion grant, in the amount of \$5,000, it is ineligible for a special event fee waiver pursuant to 9.80.020(F) of the Newport Municipal Code. I further move that once payment in the amount of \$1,863.12 is received by the city for police services to be rendered during the Newport Celtic Festival and Highland Games, the City Recorder be directed to prepare a special event permit for signature by the Interim City Manager. The motion carried unanimously in a voice vote.

COUNCIL REPORTS AND COMMENTS

Sawyer reported that he and Tokos had attended a recent COG meeting, and it appears that the city is well positioned to receive grant funding from the COG for the South Beach project.

Sawyer reported that he and Protiva had appeared on the community forum radio show to discuss the swimming pool. He noted that an open house is scheduled tomorrow evening, at the Recreation Center, to discuss potential plans for the pool.

Saelens stated that he plans to attend the open house on the pool issue.

Busby stated that he plans to attend the open house on the pool issue.

Beemer reported that the Newport Marathon was quite successful.

Allen reported that he had attended a recent meeting of the Port's Task Force on Pedestrian and Vehicle Safety and had forwarded the notes to Council.

Allen reported that he and Saelens had met with Thompson's Sanitary Service on recycling and other issues, and that they will make a report to Council at a future meeting.

Saelens reported that he had been contacted by NOAA, through his position at the Lincoln County Solid Waste District, regarding recycling.

Beemer reported on a recent Port of Newport meeting, noting that the improvements on the international will be completed in the near future.

PUBLIC COMMENT

Linda Neigebauer reported that the Lincoln County Transit District buses were used to transport Marathon participants. She added that the city was very busy during Marathon weekend.

ADJOURNMENT

Having no further business, the meeting adjourned at 8:17 P.M.

Margaret M. Hawker, City Recorder

Sandra N. Roumagoux, Mayor

May 16, 2013
5:30 P.M.
Newport, Oregon

The City Council of the City of Newport met in a Special Meeting, on the above date, in the Conference Room A of the Newport City Hall. On roll call, Sawyer, Allen, Busby, Beemer, Roumagoux, Swanson, and Saelens were present. Staff attending was as follows: City Recorder Hawker, HR Generalist Scofield, and Airport Operations Manager Vanderbeck.

Also in attendance was Dave Morgan from News Lincoln County.

Roumagoux reported that this meeting was to discuss the recruitment of a new City Manager to replace Jim Voetberg who has tendered his resignation. She asked whether there were any additions to the agenda. Allen suggested adding the selection of an interim City Manager as a discussion item. Allen noted that Section 34.H. of the City Charter, provides that "When the manager is temporarily unable to act as manager or when the office of manager becomes vacant, the Council shall appoint a manager pro tem. The manager pro tem has the authority and duties of manager, except that a pro tem manager may appoint or remove management employees only with Council approval."

Saelens reported that he has a potential conflict of interest as he is considering applying for the permanent City Manager position. He noted that since he is only considering applying, that no actual conflict of interest exists, but that during this meeting he would rather sit as a member of the audience.

Allen noted that, in regard to finding an interim manager, Council should decide whether it will be looking inside or outside the organization; utilizing the League of Oregon Cities and/or others; or appointing a department head to fill the position during the search for a permanent replacement.

Busby, Beemer, and Allen agreed that the interim manager should be someone from staff. Allen suggested appointing a department head who has the ability and time and does not have a lot of issues before Council on a regular basis. He added that the Police Department, Community Development Department, and Public Works Department are often before Council, and this could create issues. Allen noted that Ted Smith, Library Director, rarely has issues before Council; has a competent staff; is capable; and would have few conflicts. Beemer agreed with Allen. Sawyer suggested hiring someone from outside, perhaps a retired city manager, who could walk in and take over. Allen noted that timing is important, and that if the budget process had just started, the situation would be different. He added that when Voetberg leaves, the budget would be ready to adopt, an interim could be selected, and it should not be an undue burden on a staff person. Allen stated that he had not talked with Smith regarding this suggestion. Busby suggested that time and money could be saved in selecting an in-house interim manager. Allen noted that this is a slow time of year, and a staff person could be a place holder, and that some issues could be deferred until a new City Manager is on board. Swanson noted that her preference for interim manager is someone from in-house. Beemer stated that he liked the idea of having Smith as interim, and that he was impressed with Ted, the Library organization, and the Library Foundation. It was suggested that the salary adjustment be

a ten percent increase on the current salary. Allen noted that the Police and Fire Departments also have regular issues before Council. Beemer added that the Fire Chief is doing a great job, but that he and the Assistant Fire Chief have a schedule rotation, and the interim manager needs to be around all the time. Swanson asked whether a Councilor could serve as interim manager. It was suggested that someone communicate with Smith to see if he would be willing to serve as interim manager.

A discussion ensued regarding the need for an adopted process for recruiting the new manager, and that without an adopted process, Council would not be able to discuss or interview candidates in executive session.

It was noted that there are several professional search firms that specialize in local government searches, and that utilizing a search firm would cost approximately \$30,000. It was noted that the League of Oregon Cities offers city manager recruitment, and that the cost would be approximately \$8,000. It was suggested that Council consider utilizing the services of Bob Gibson, a former human resources director, who assisted in the last recruitment.

A discussion ensued regarding attributes of the next manager, including: master's degree, rather than a bachelor's degree; and an e-mail that urged Council to consider a woman candidate.

A discussion ensued regarding the proposed Resolution No. 3631, establishing hiring standards, criteria, policy directives, and a timeline for the recruitment and hiring of a city manager. It was noted that this document is a draft and will need to be amended before the required public hearing and adoption at an upcoming Council meeting.

Beemer returned from having called Smith and announced that Smith needs to talk with his family, but that he is 99% sure that he will serve as interim. It was suggested that the City Attorney work with Smith on an employment agreement or an amendment to his existing employment agreement.

Roumagoux reported that Chief Miranda had sent a letter of interest in serving in the interim position, and that he would require a ten percent increase on his current salary. She noted that Finance Director Marshall had sent a letter of interest in the interim position, but that the letter contained some items that cannot be discussed.

Beemer noted that Smith rises to the top of the list.

It was asked that an employment agreement be developed with Smith for approval at the June 3 Council meeting, and that the agreement define the parameters and include a ten percent increase for serving in the interim position, and that Smith be housed at City Hall when necessary. MOTION was made by Allen, seconded by Beemer, to tentatively appoint Ted Smith as interim for a period to be determined, and bring the employment agreement to the June 3, 2013 evening meeting for approval, subject to Smith's acceptance.

Scofield reviewed the City Manager job description that was attached to Resolution No. 3631 as Exhibit B. Several suggested changes to the job description were made, including: program management certification, civil engineering experience, law enforcement experience, aviation experience, bachelor's degree, the change of the term "municipal" throughout the job description to "local government," and promotion of economic development.

It was reiterated that a public hearing must be held on the process, and it was anticipated that this would occur on June 3, 2013.

Having no further business, the meeting adjourned at 6:08 P.M.

Margaret M. Hawker, City Recorder

Sandra N. Roumagoux, Mayor

Report Criteria:

Summary report type printed

[Report]. Check Issue Date = 05/01/2013-05/30/2013

Payee Name	Check Issue Date	Check Number	GL Account	Description	Invoice Amount
Aboveboard Electric, Inc	05/03/2013	20417	10110356113	install time clock for exhau	259.36
Aboveboard Electric, Inc	05/03/2013	20417	30434206115	Repair interface panel at ips	3,569.73
Aboveboard Electric, Inc	05/10/2013	20522	30434106111	Replace lights in lab	1,473.80
Aboveboard Electric, Inc	05/10/2013	20522	30434206115	Repair interface panel at ips	560.00
Aboveboard Electric, Inc	05/17/2013	20605	30434106114	install drive for thermal ble	251.50
Aboveboard Electric, Inc	05/17/2013	20605	30434206115	install new pump wiring	1,940.83
Aboveboard Electric, Inc	05/17/2013	20605	30434106114	Repair soft start for blower	160.00
Advantage Precast, Inc.	05/03/2013	20418	30232206501	CATCHbasins	1,247.50
Airfilco, Inc	05/03/2013	20419	10110356401	PAC HVAC filters	593.30
Airgas USA, LLC	05/24/2013	20702	10110906415	Oxygen cylinders	43.98
Alan Brown Tire Center	05/03/2013	20420	40242206112	Tires for metermaid cart "R	105.32
Alan Brown Tire Center	05/03/2013	20420	30131206112	R&R slashed tire, Ford Win	186.57
Alan Brown Tire Center	05/03/2013	20420	30333206112	NEW TIRES	206.58
Alan Brown Tire Center	05/03/2013	20420	30434106112	tires for sludge truck	609.84
Alan Brown Tire Center	05/03/2013	20420	10110356112	tire repair, GMC 1 ton 98-6	230.06
Alan Brown Tire Center	05/03/2013	20420	30232206114	tire-sweeper	175.00
Alan Brown Tire Center	05/10/2013	20523	30232206114	Flat tire repair	190.95
Alan Brown Tire Center	05/10/2013	20523	30434106112	tires for dodge	352.20
Alan Brown Tire Center	05/17/2013	20606	30434106112	tires-jd mower	2,057.36
Alan Brown Tire Center	05/17/2013	20606	10110906112	Alignment-Suburban	56.25
Alan Brown Tire Center	05/24/2013	20703	10110906112	0026 Durango 4 tires	725.21
Alan Brown Tire Center	05/24/2013	20703	30232206114	Flat tire repair	33.42
ALL- STAR ENGRAVING	05/10/2013	20524	10110706030	2 five year Vol plaques; 4 e	151.90
Allen, Josephine G	05/03/2013	20421	40141606026	TKO INSTRUCTOR - YOU	294.00
Allstart Auto Electric, Inc	05/17/2013	20607	30434206115	battery	19.00
Allstart Auto Electric, Inc	05/17/2013	20607	40141506114	bike repair B-1	223.00
Allstart Auto Electric, Inc	05/24/2013	20704	30131206112	Electrical repairs Windstar	675.00
ALPINE PRODUCTS, INC.	05/03/2013	20422	30232106401	Thermo Material	3,890.94
Alesea Bay Power Products	05/24/2013	20705	30434206403	non ethanol fuel for weed e	36.75
American Security Alarms	05/24/2013	20706	30333106211	Annual fire system testing	361.25
Analytical Laboratory & Consul	05/24/2013	20707	30333106029	Coliform/Alkalinity/TOC tes	467.00
APA-OR	05/03/2013	20423	10114006216	APA Conference Fee	175.00
APPLIED INDUSTRIAL TECH, INC.	05/03/2013	20424	30434106114	coupling	131.46
Associated Cleaning Serv., Inc	05/10/2013	20526	10110706101	Service Calls- RR Port Doc	265.00
Associated Cleaning Serv., Inc	05/24/2013	20708	40242206101	Cleaning contract %-Librar	7,028.00
AT&T	05/24/2013	20709	10110706205	22 cell phones 04/07/2013	695.12
B & F MARINE ELECTONICS INC.	05/10/2013	20527	40242206114	FBO front desk radio repair	54.45
Barrelhead Supply, Inc	05/03/2013	20425	30333206523	PALLETT PRE MIX CONC	31.50
Barrelhead Supply, Inc	05/03/2013	20425	40141306111	60+ Repair kitchen sink an	118.85
Barrelhead Supply, Inc	05/03/2013	20425	30434106113	PAint	11.98
Barrelhead Supply, Inc	05/03/2013	20425	30333106114	Pvc bushings	10.60
Barrelhead Supply, Inc	05/03/2013	20425	30333206523	BLOCKS & PIPE	124.46
Barrelhead Supply, Inc	05/17/2013	20608	30434106111	wire wheel	7.76
Barrelhead Supply, Inc	05/17/2013	20608	10110356401	1" anchors	18.88
Barrelhead Supply, Inc	05/17/2013	20608	30333206523	PALLET OF PRE MIX CO	191.40
Barrelhead Supply, Inc	05/17/2013	20608	30333206523	PALLET RETURN	15.00-
Barrelhead Supply, Inc	05/24/2013	20710	30333106114	Poly pipe male adapters	2.88
Barrelhead Supply, Inc	05/24/2013	20710	30333106114	PVC repair parts for hypo tr	14.88
Barrelhead Supply, Inc	05/24/2013	20710	10110356113	6 locks for street light boxe	101.34
Barrelhead Supply, Inc	05/24/2013	20710	30333206508	HAND SAW & TROWEL	23.71
Barrelhead Supply, Inc	05/24/2013	20710	30232206501	pipe fittings-pool	267.58
Barrelhead Supply, Inc	05/24/2013	20710	30232206501	pipe-pool	331.44
Barrelhead Supply, Inc	05/24/2013	20710	30232206501	fitting-pool	43.49

Payee Name	Check Issue Date	Check Number	GL Account	Description	Invoice Amount
Barrelhead Supply, Inc	05/24/2013	20710	30232206501	fitting-pool	56.08
Barrelhead Supply, Inc	05/24/2013	20710	30232206501	pipe-pool	845.28
Barrelhead Supply, Inc	05/24/2013	20710	30232206501	pipe fittings-pool	466.36
Barrelhead Supply, Inc	05/24/2013	20710	10110356113	2 8x8's for pool repair	54.38
Barrelhead Supply, Inc	05/17/2013	20608	30333206525	PRE MIX CONCRETE	34.65
Barrelhead Supply, Inc	05/17/2013	20608	30333206525	PRE MIX CONCRETE	56.70
Barrett Business Svrces, Inc	05/03/2013	20426	10110356009	Aaron Erickson	282.00
Barrett Business Svrces, Inc	05/03/2013	20426	40242106009	W. Rowe / Jonathan Kosyd	917.70
Barrett Business Svrces, Inc	05/10/2013	20528	10110356009	Aaron Erickson	282.00
Barrett Business Svrces, Inc	05/03/2013	20426	10110356009	Aaron Erickson	564.00
Barrett Business Svrces, Inc	05/03/2013	20426	40242106009	W. Rowe / Jonathan Kosyd	425.60
Barrett Business Svrces, Inc	05/17/2013	20609	10110356009	Aaron Erickson	408.90
Barrett Business Svrces, Inc	05/17/2013	20609	10110356009	Aaron Erickson	641.55
Barrett Business Svrces, Inc	05/24/2013	20711	40242206009	W. Rowe / Jonathan Kosyd	532.00
Barrett Business Svrces, Inc	05/17/2013	20609	40242206009	W. Rowe / Jonathan Kosyd	558.60
Barrett Business Svrces, Inc	05/24/2013	20711	40242206009	W. Rowe / Jonathan Kosyd	418.95
Batteries Northwest	05/10/2013	20529	10110356112	battery, 98-6	103.90
Batteries Northwest	05/10/2013	20529	30131206112	Ford Windstar battery	99.90
Batteries Northwest	05/24/2013	20712	30333206112	battery REPLACEMENT	126.85
Bendel, Amy	05/03/2013	20427	40141606026	Zumba Instructor - April 20	469.00
Bigfoot Beverages	05/03/2013	20428	40242206406	Coffee for FBO	23.87
Bigfoot Beverages	05/03/2013	20428	40141506406	pop for resale	134.00
Bigfoot Beverages	05/03/2013	20428	40141506406	pop for resale	133.00
Bigfoot Beverages	05/17/2013	20610	40242206406	Coffee for FBO	20.09
Bigfoot Beverages	05/24/2013	20714	40242206406	Coffee for FBO	24.79
Blumenthal Uniforms & Equipmnt	05/24/2013	20715	10110906504	credit	556.70-
Blumenthal Uniforms & Equipmnt	05/24/2013	20715	10110906504	2 shirts, logo, embroidered-	158.90
Blumenthal Uniforms & Equipmnt	05/24/2013	20715	10110706504	25 Sgt. chevrons; 2 sgt. col	97.00
Blumenthal Uniforms & Equipmnt	05/24/2013	20715	10110706418	Propper tac l/s shirt #f2312	42.50
Blumenthal Uniforms & Equipmnt	05/24/2013	20715	10110706407	Application of badge, name	19.50
Blumenthal Uniforms & Equipmnt	05/24/2013	20715	10110706407	Credit for returned sgt colla	13.00-
Blumenthal Uniforms & Equipmnt	05/24/2013	20715	10110906504	Pants	115.45
Blumenthal Uniforms & Equipmnt	05/24/2013	20715	10110906504	2 shirt 22 meds2 para, etc.	210.50
Braxling & Braxling, Inc	05/17/2013	20611	30232106420	rock	87.57
BRENNTAG PACIFIC, INC	05/24/2013	20716	30333106408	Sodium Hydroxide	5,553.50
BRENNTAG PACIFIC, INC	05/24/2013	20716	30333106408	Aluminum Chlorohydrate	15,074.74
BRENNTAG PACIFIC, INC	05/24/2013	20716	30333106408	Citric Acid 2 totes & Sodi	9,214.00
BRENNTAG PACIFIC, INC	05/24/2013	20716	30333106408	Container deposit credit	1,500.00-
Brown & Caldwell	05/03/2013	20429	30434506025	Flow Monitoring Program	10,994.00
Buena Vista Arbor Care Co.	05/10/2013	20530	10110356113	Grind stump at swimming p	395.00
Building Department, LLC , The	05/17/2013	20613	40444106012	VRD Inspections	6,682.95
Carquest Auto Parts Stores	05/03/2013	20430	10110356112	Elec tape and connectors	7.74
Carquest Auto Parts Stores	05/03/2013	20430	10110356112	Credit, return connector	5.99-
Carquest Auto Parts Stores	05/03/2013	20430	10110356112	Turn Rotors/ VID-8310009	32.00
Carquest Auto Parts Stores	05/03/2013	20430	10110356112	BRAKE Pads	35.41
Carquest Auto Parts Stores	05/03/2013	20430	30232206114	af	12.21
Carquest Auto Parts Stores	05/03/2013	20430	30131206112	Credit return reman alterna	77.00-
Carquest Auto Parts Stores	05/03/2013	20430	30131206112	Fuel filter, alternator, v-belt	275.81
Carquest Auto Parts Stores	05/03/2013	20430	30131206112	Transmission cooler and filt	98.31
Carquest Auto Parts Stores	05/03/2013	20430	30131206112	Transmission fluid, gasket,	52.48
Carquest Auto Parts Stores	05/03/2013	20430	30131206112	Cabin air filter	3.89
Carquest Auto Parts Stores	05/03/2013	20430	30333106508	Fluid pump for air compres	5.71
Carquest Auto Parts Stores	05/03/2013	20430	30333206403	LOF RANGER PICKUP	92.86
Carquest Auto Parts Stores	05/03/2013	20430	30131206112	Oil and filter, stop-leak, rain	35.37
Carquest Auto Parts Stores	05/03/2013	20430	30434106113	battery for mower	26.35
Carquest Auto Parts Stores	05/03/2013	20430	10110356114	Motor oil	7.34
Carquest Auto Parts Stores	05/03/2013	20430	30333106503	power steering fluid, v belt f	51.00

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Carquest Auto Parts Stores	05/03/2013	20430	30333106503	Power steering assbly	19.64
Carquest Auto Parts Stores	05/03/2013	20430	30131206112	Credit, return defective alte	253.39-
Carquest Auto Parts Stores	05/03/2013	20430	30232206114	coolant con.	7.68
Carquest Auto Parts Stores	05/10/2013	20531	30333106112	pigtail purge solenoid	156.98
Carquest Auto Parts Stores	05/10/2013	20531	30333106112	Pigtail credit	27.94-
Carquest Auto Parts Stores	05/10/2013	20531	30333106112	Tail lamp unit	65.61
Carquest Auto Parts Stores	05/10/2013	20531	30434206115	wd 40,silicone	15.65
Carquest Auto Parts Stores	05/10/2013	20531	30131206112	Repair parts, Ford 94-6	322.54
Carquest Auto Parts Stores	05/10/2013	20531	30131206112	Repair parts, Ford 94-6	82.57
Carquest Auto Parts Stores	05/17/2013	20614	30131206112	PS pump Ford PU	110.31
Carquest Auto Parts Stores	05/17/2013	20614	30131206112	Door handle, PS pump For	57.60
Carquest Auto Parts Stores	05/17/2013	20614	10110356112	Credit, return PS pump	110.31-
Carquest Auto Parts Stores	05/17/2013	20614	30131206112	Credit, return PS pump For	57.00-
Carquest Auto Parts Stores	05/17/2013	20614	10110356112	Switched from 6 way to 7 w	37.63
Carquest Auto Parts Stores	05/17/2013	20614	30232106503	diesel clean-shop	24.30
Carquest Auto Parts Stores	05/17/2013	20614	10110906112	Battery terminal & cleaner f	9.29
Carquest Auto Parts Stores	05/17/2013	20614	30232106419	paint	14.90
Carquest Auto Parts Stores	05/17/2013	20614	30232106403	water wettershop	9.19
Carquest Auto Parts Stores	05/17/2013	20614	30232206403	ext.life af	36.63
Carquest Auto Parts Stores	05/24/2013	20717	10110356112	Lube and oil change parts	27.23
Carquest Auto Parts Stores	05/24/2013	20717	30333106112	tail light replacement bulb	3.14
Carquest Auto Parts Stores	05/17/2013	20614	40141506112	parts for Crown Vic repairs	70.20
Carquest Auto Parts Stores	05/24/2013	20717	10110356112	Oil change and tuneup 07-	88.40
Carquest Auto Parts Stores	05/17/2013	20614	10110906112	Fuel Filter-Suburban	5.21
Carquest Auto Parts Stores	05/17/2013	20614	10110906112	Outer Tie Rod End-Suburb	38.60
Carquest Auto Parts Stores	05/24/2013	20717	30232206114	filters	8.84
Carquest Auto Parts Stores	05/24/2013	20717	30232106114	paint	7.44
Carquest Auto Parts Stores	05/24/2013	20717	30232106430	shop supplys	37.19
Carquest Auto Parts Stores	05/24/2013	20717	30232206114	filters	8.29
Carquest Auto Parts Stores	05/24/2013	20717	30232106112	Oil-11-2	32.98
Carquest Auto Parts Stores	05/24/2013	20717	30232106403	fuel supp.-shop truck	8.27
Carquest Auto Parts Stores	05/24/2013	20717	30232106501	hoist tripod-shop	113.99
Carquest Auto Parts Stores	05/24/2013	20717	30232106114	paint	37.93
Carquest Auto Parts Stores	05/03/2013	20430	10110356112	Cables and connectors for	278.97
Carquest Auto Parts Stores	05/03/2013	20430	30131206215	Alternator, Ford van	200.89
Carquest Auto Parts Stores	05/24/2013	20717	10110356112	Return oil filter	.23-
Carson Oil Co	05/03/2013	20431	10110356403	fuel 07-5 Dodge pickup	85.90
Carson Oil Co	05/03/2013	20431	40242206403	Oil for FBO	85.10
Carson Oil Co	05/03/2013	20431	40141306202	60+ fuel for trip 4/5	79.36
Carson Oil Co	05/03/2013	20431	40242106403	unleaded for Airport	697.83
Carson Oil Co	05/03/2013	20431	30232106403	hyd.oil	154.27
Carson Oil Co	05/10/2013	20532	30232106403	hy.fluid-shop	69.34
Carson Oil Co	05/03/2013	20431	30232206403	hyd oil-shop	159.51
Carson Oil Co	05/17/2013	20615	10110356403	fuel,07-5 Dodge PU	81.10
Carson Oil Co	05/17/2013	20615	30232206403	fuel	66.13
Carson Oil Co	05/17/2013	20615	30232106403	fuel-shop truck	84.05
Carson Oil Co	05/10/2013	20532	10110706403	April 2013 out of town gaso	127.83
CASELLE	05/10/2013	20534	10110506305	Contract Support & Maint -	1,398.00
CBS OUTDOOR	05/10/2013	20535	40343106207	Northwest NM Posters 30	20,050.00
Celtic Heritage Alliance	05/10/2013	20536	40343106241	Reimbursement for Ads usi	290.00
Celtic Heritage Alliance	05/24/2013	20718	40343106241	Reimbursement for Ads usi	35.00
Celtic Heritage Alliance	05/24/2013	20718	40343106241	Reimbursement for Ads usi	390.15
Celtic Heritage Alliance	05/24/2013	20718	40343106241	Reimbursement for Ads usi	200.00
Cengage Learning, Inc.	05/10/2013	20537	10111006510	new Large Print books	448.47
Cengage Learning, Inc.	05/17/2013	20616	10111006510	new Large Print books	111.67
Cengage Learning, Inc.	05/17/2013	20616	10111006510	new Large Print books	78.87
Central Lincoln P.U.D	05/03/2013	20433	10110356103	370 W Olive	23.35

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Central Lincoln P.U.D	05/10/2013	20538	10110906103	Air Fire Station Gate	18.24
Central Lincoln P.U.D	05/03/2013	20433	10110356103	Unmetered Fixed Load	27.12
Central Lincoln P.U.D	05/03/2013	20433	10110356103	625 SE 43rd	23.00
Central Lincoln P.U.D	05/03/2013	20433	30333156103	Electricity Old WTP	322.60
Central Lincoln P.U.D	05/03/2013	20433	10110356103	Agate Beach RR electrical	29.89
Central Lincoln P.U.D	05/03/2013	20433	10119006104	street light 5101 N Coast H	57.70
Central Lincoln P.U.D	05/03/2013	20433	40343106104	Welcome Sign Lighting-by	23.35
Central Lincoln P.U.D	05/03/2013	20433	30434106103	power bill for osu ps	133.89
Central Lincoln P.U.D	05/03/2013	20433	30333206103	WATER PUMP STATION	392.49
Central Lincoln P.U.D	05/03/2013	20433	30333206103	POWER CONTROL VALV	23.35
Central Lincoln P.U.D	05/03/2013	20433	10119006104	Signal Light- 101 & NE 25t	33.92
Central Lincoln P.U.D	05/10/2013	20538	10110906103	245 NW 10th St	687.69
Central Lincoln P.U.D	05/03/2013	20433	10119006104	Signal Light-101 &20th	42.91
Central Lincoln P.U.D	05/03/2013	20433	10119006104	Hwy 101 & NE 11th St.	38.33
Central Lincoln P.U.D	05/03/2013	20433	10119006104	Unmetered Fixed Load	27.12
Central Lincoln P.U.D	05/10/2013	20538	10110356103	Betty Wheeler lights	79.73
Central Lincoln P.U.D	05/10/2013	20538	10110356103	Betty Wheeler field lights	63.62
Central Lincoln P.U.D	05/10/2013	20538	10110356103	Frank Wade tennis courts	33.10
Central Lincoln P.U.D	05/10/2013	20538	10110356103	Frank Wade field	73.88
Central Lincoln P.U.D	05/10/2013	20538	10110356103	Frank Wade field pitching	93.77
Central Lincoln P.U.D	05/10/2013	20538	10110356103	Frank Wade scoreboard	27.12
Central Lincoln P.U.D	05/03/2013	20433	30434106103	South Shore WW Pump St	73.06
Central Lincoln P.U.D	05/10/2013	20538	30333206103	POWER PUMP STATION	35.24
Central Lincoln P.U.D	05/10/2013	20538	30434106103	power bill for schooner cr p	388.53
Central Lincoln P.U.D	05/10/2013	20538	30434106103	power bill for ps	23.60
Central Lincoln P.U.D	05/10/2013	20538	30434106103	power bill for 56th st ps	102.89
Central Lincoln P.U.D	05/10/2013	20538	30434106103	power bill for 48th st ps	239.79
Central Lincoln P.U.D	05/10/2013	20538	10119006104	Unmetered Fixed Load	50.53
Central Lincoln P.U.D	05/10/2013	20538	10119006104	Lighting-SE Running Sprin	260.66
Central Lincoln P.U.D	05/10/2013	20538	30333206103	PUMP STATION POWER	223.06
Central Lincoln P.U.D	05/10/2013	20538	30333206103	PUMP STATION TANK PO	23.54
Central Lincoln P.U.D	05/10/2013	20538	30434106103	power bill for big creek ps	996.05
Central Lincoln P.U.D	05/10/2013	20538	30434106103	power bill for 42nd st ps	26.37
Central Lincoln P.U.D	05/10/2013	20538	30434106103	power bill for 10th & eads	26.24
Central Lincoln P.U.D	05/10/2013	20538	30434106103	power bill for san bayo ps	27.69
Central Lincoln P.U.D	05/10/2013	20538	30434106103	bay front	52.49
Central Lincoln P.U.D	05/10/2013	20538	30434106103	embarc power bill	27.12
Central Lincoln P.U.D	05/17/2013	20617	30333106103	Electricity wtp	7,445.56
Central Lincoln P.U.D	05/10/2013	20538	40343106104	Sign Lighting Hwy 20	24.29
Central Lincoln P.U.D	05/10/2013	20538	40343106103	669 SW Bay Blvd #C	68.09
Central Lincoln P.U.D	05/17/2013	20617	30333206103	POWER FOR WATER SH	25.11
Central Lincoln P.U.D	05/17/2013	20617	30333206103	POWER FOR SHOP TAN	50.56
Central Lincoln P.U.D	05/17/2013	20617	30333206103	PUMP STATION POWER	87.00
Central Lincoln P.U.D	05/17/2013	20617	30333206103	CONTROL VALVE POWE	23.35
Central Lincoln P.U.D	05/10/2013	20538	40343106103	Abbey/Bay Blvd Restroom	103.58
Central Lincoln P.U.D	05/10/2013	20538	40343106104	Bay St/Blvd Streetlight	67.08
Central Lincoln P.U.D	05/10/2013	20538	40343106104	Case St Parking Street Lig	69.16
Central Lincoln P.U.D	05/10/2013	20538	40343106104	Abbey St Parking Street Li	59.91
Central Lincoln P.U.D	05/10/2013	20538	40343106103	290 SW Bay Blvd	29.64
Central Lincoln P.U.D	05/10/2013	20538	10119006104	Hwy 101 & SW Hurbert	43.74
Central Lincoln P.U.D	05/10/2013	20538	10119006104	Lighting	75.76
Central Lincoln P.U.D	05/17/2013	20617	40343106103	925 SW Hurbert St	30.15
Central Lincoln P.U.D	05/17/2013	20617	40141506103	Rec Center Electric	1,646.87
Central Lincoln P.U.D	05/10/2013	20538	10119006104	Hwy 20 & John Moore Roa	50.21
Central Lincoln P.U.D	05/17/2013	20617	10110906103	225 NE 73rd St	70.11
Central Lincoln P.U.D	05/17/2013	20617	40343106103	City Clock Park	42.22
Central Lincoln P.U.D	05/17/2013	20617	30333206103	POWER CONTROL VALV	27.53

Payee Name	Check Issue Date	Check Number	GL Account	Description	Invoice Amount
Central Lincoln P.U.D	05/17/2013	20617	10111006103	electricity for Library	1,017.64
Central Lincoln P.U.D	05/17/2013	20617	30434106103	power bill for booster ps	241.99
Central Lincoln P.U.D	05/17/2013	20617	30434106103	power bill for bayfront ps	546.39
Central Lincoln P.U.D	05/17/2013	20617	30434106103	se 3rd ps	43.86
Central Lincoln P.U.D	05/17/2013	20617	30333206103	POWER PUMPSTATION	619.27
Central Lincoln P.U.D	05/17/2013	20617	10110906103	No. Side Hwy 101 Fire Ligh	53.44
Central Lincoln P.U.D	05/17/2013	20617	10110356103	Literacy Park lighting	23.41
Central Lincoln P.U.D	05/17/2013	20617	10119006104	Street Lights-Ellis St	41.03
Central Lincoln P.U.D	05/17/2013	20617	10119006103	550 40th St	45.88
Central Lincoln P.U.D	05/17/2013	20617	10119006104	550 SE 40th	44.11
Central Lincoln P.U.D	05/17/2013	20617	10119006104	550 SE 40th	42.28
Central Lincoln P.U.D	05/17/2013	20617	10119006104	550 SE 40th	64.37
Central Lincoln P.U.D	05/17/2013	20617	10119006103	550 SE 40th	40.90
Central Lincoln P.U.D	05/17/2013	20617	40343106104	Welcome sign light	23.99
Central Lincoln P.U.D	05/17/2013	20617	10110906103	Airport Fire station gate	25.86
Central Lincoln P.U.D	05/17/2013	20617	10110906103	145 SE 72nd -Station 10	139.14
Central Lincoln P.U.D	05/17/2013	20617	10119006103	Power to decorative clock	97.41
Central Lincoln P.U.D	05/17/2013	20617	10119006104	City Hall Street Lights	93.51
Central Lincoln P.U.D	05/17/2013	20617	10119006103	Pacific way & OSU	87.85
Central Lincoln P.U.D	05/24/2013	20719	30333206103	PUMP STATION POWER	220.94
Central Lincoln P.U.D	05/24/2013	20719	10110356103	Wilder Twin Parks	23.00
Central Lincoln P.U.D	05/24/2013	20719	40242106103	Airport Storage Facility	27.50
Central Lincoln P.U.D	05/24/2013	20719	40242206103	Airport FBO	275.07
Central Lincoln P.U.D	05/24/2013	20719	40242106103	120 SE 84th ST	107.04
Central Lincoln P.U.D	05/24/2013	20719	40242106103	120 SE 84th ST #D	49.58
Central Lincoln P.U.D	05/24/2013	20719	40242106103	120 SE 84th st	78.16
Central Lincoln P.U.D	05/24/2013	20719	40242106103	Airport Landing Lights	133.31
Central Lincoln P.U.D	05/24/2013	20719	40242106103	Airport terminal AWOS Lig	53.12
Central Lincoln P.U.D	05/24/2013	20719	40242106103	Airport Quonset Hut	88.79
Central Lincoln P.U.D	05/24/2013	20719	40242106103	Airport Localizer BLDG	56.38
Central Lincoln P.U.D	05/24/2013	20719	40242106103	Airport Jet Ramp	60.79
Central Lincoln P.U.D	05/24/2013	20719	40242106103	North end of runway	32.74
Central Lincoln P.U.D	05/24/2013	20719	40242106103	Airport SE 84th st Gate	27.28
Central Lincoln P.U.D	05/17/2013	20617	40141606103	electric bill - clubhouse	34.93
Central Lincoln P.U.D	05/17/2013	20617	10119006104	Hwy 101 & NE 6th	50.34
Central Lincoln P.U.D	05/24/2013	20719	30434106103	power bill for ns ps	1,752.29
Central Lincoln P.U.D	05/24/2013	20719	30434106103	power bill for nye shop	69.60
Central Lincoln P.U.D	05/24/2013	20719	30434106103	power bill for south shore p	343.01
Central Lincoln P.U.D	05/24/2013	20719	30434106103	power bill for south shore p	76.01
Central Lincoln P.U.D	05/24/2013	20719	30434106103	power bill for nye shop	24.80
Central Lincoln P.U.D	05/24/2013	20719	30434106103	power bill for sw 26th st ps	31.59
Central Lincoln P.U.D	05/24/2013	20719	30434106103	power bill for park st ps	58.52
Central Lincoln P.U.D	05/24/2013	20719	30434106103	power bill for spring st	36.31
Central Lincoln P.U.D	05/24/2013	20719	30434106103	power bill for	27.63
Central Lincoln P.U.D	05/24/2013	20719	30434106103	power bill for nye beach ps	688.75
Central Lincoln P.U.D	05/24/2013	20719	30434106103	power bill forneff st ps	23.78
Central Lincoln P.U.D	05/24/2013	20719	30434106103	power bill for neola pt	27.94
Central Lincoln P.U.D	05/24/2013	20719	30434106103	power bill forminnie st ps	33.92
Central Lincoln P.U.D	05/24/2013	20719	30434106103	power bill for 32nd st ps	81.87
Central Lincoln P.U.D	05/24/2013	20719	30434106103	power bill for osu ps	137.76
Central Lincoln P.U.D	05/24/2013	20719	30434106103	power bill for plant	3,568.87
Central Lincoln P.U.D	05/24/2013	20719	30434106103	power bill for plant	8,913.74
Central Lincoln P.U.D	05/24/2013	20719	30434106103	power bill forsouth shore p	23.47
Central Lincoln P.U.D	05/24/2013	20719	40343106103	W Olive St	44.17
Central Lincoln P.U.D	05/17/2013	20617	10119006104	Lighting	530.45
Central Lincoln P.U.D	05/17/2013	20617	10119006104	Lighting	18,618.57
Central Lincoln P.U.D	05/17/2013	20617	10110706103	1/2 north end police gate	23.35

Payee Name	Check Issue Date	Check Number	GL Account	Description	Invoice Amount
Central Lincoln P.U.D	05/17/2013	20617	10110356103	CITY SHOPS	450.45
Central Lincoln P.U.D	05/17/2013	20617	10110356103	CITY SHOPS	145.55
Central Lincoln P.U.D	05/24/2013	20719	40343106103	VAC Power	341.54
Central Lincoln P.U.D	05/10/2013	20538	10110706103	% City Hall Electric	3,418.26
M.E.S.	05/24/2013	20737	10110904210	grant match for Siletz	125.00
CENTRAL SERVICE INC	05/03/2013	20434	40242106112	Jet-A Refueler Repair	236.80
Century Link	05/10/2013	20539	40343106204	VAC-911	41.41
Century Link	05/10/2013	20539	30333206204	TELEMETRY	39.98
Century Link	05/10/2013	20539	40343106204	VAC Alarm	40.71
Century Link	05/17/2013	20618	40343106204	Vac-911	41.43
Century Link	05/10/2013	20539	30333206204	TELEMETRY SHOP TANKS	41.44
Century Link	05/10/2013	20539	40343106204	CMO	3,340.03
Century Link	05/17/2013	20618	40343106204	Telephone Access & Long	268.13
Cerium Networks	05/24/2013	20720	10110256303	LYNC PILOT PROJECT	55.06
Chamber Comm Corp	05/10/2013	20540	40343106207	DNC- Commercial Ads	4,700.00
Chamber Comm Corp	05/10/2013	20540	40343106207	DNC- Commercial Ads	300.00
Charter Communications	05/03/2013	20435	40141506206	Rec Center Muzak	31.66
Charter Communications	05/17/2013	20619	40141506206	music for Rec Center	31.66
Chase Park Grants LLC	05/03/2013	20436	60161106034	Task 2 monthly services	9,027.00
Chase Park Grants LLC	05/24/2013	20721	60161106034	Task 2 monthly services	7,480.70
Cheek, Rebecca	05/03/2013	20437	40141606026	Pilates Instructor - April 20	81.55
Chief Supply	05/10/2013	20541	10110706503	Two latent print kits for patr	134.90
Chief Supply	05/17/2013	20620	10110706432	8 HT1000 portable radio ba	304.52
Civil West Engineering Service	05/10/2013	20542	30131206025	Misc Services, General	135.00
Civil West Engineering Service	05/10/2013	20542	30333506025	South Beach SCADA Impr	43,066.92
Civil West Engineering Service	05/10/2013	20542	30333506025	Big Cr Dam Outlet Rehab	1,587.00
Civil West Engineering Service	05/10/2013	20542	30333506025	Salmon Run PS Relocation	242.00
Civil West Engineering Service	05/10/2013	20542	60161106025	GIS Mapping Phase 1	3,166.24
Civil West Engineering Service	05/10/2013	20542	60161106025	Ash St Improvements	1,533.28
Civil West Engineering Service	05/10/2013	20542	30333506025	Agate Beach Storage Tank	303.28
Civil West Engineering Service	05/10/2013	20542	60161106025	South Beach Water and Se	1,180.34
Clemons, Julia E.R	05/03/2013	20438	40141606026	power Sulpt Instructor - A	279.65
Coast Range Equipment and Repa	05/17/2013	20621	30434206115	repair nye beach pump	7,483.23
Coastal Arts Guild	05/03/2013	20439	10110556030	STUFFING WATER/SEWE	160.00
Coastal Paper & Supply	05/03/2013	20440	10110356401	Parks order, toilet paper, li	1,855.29
Coastal Paper & Supply	05/03/2013	20440	10110356401	Parks Whse, roll towels, se	193.55
Coastal Paper & Supply	05/03/2013	20440	10110356401	Library order, paper towels,	484.15
Coastal Paper & Supply	05/24/2013	20722	10110356401	Sanisac liners	31.85
Coastal Paper & Supply	05/24/2013	20722	10110356401	Blend Buddy and cleaning	221.57
Complete Wireless Solutions	05/03/2013	20441	10110706213	FCC license K01717 renew	210.00
Complete Wireless Solutions	05/10/2013	20543	10110356432	Radio and installation GMC	431.57
Complete Wireless Solutions	05/10/2013	20543	30131206432	Radio install Ford Escape	568.57
Complete Wireless Solutions	05/10/2013	20543	30333106432	Radio and installation 92-2	437.57
Complete Wireless Solutions	05/10/2013	20543	30333106432	Radio and installation 07-1	437.57
Complete Wireless Solutions	05/10/2013	20543	30232106503	Radios	906.72
Complete Wireless Solutions	05/10/2013	20543	30232106503	Radios	647.57
Complete Wireless Solutions	05/10/2013	20543	30232106503	Radios	499.57
Complete Wireless Solutions	05/10/2013	20543	30232106503	Radios	437.57
Complete Wireless Solutions	05/10/2013	20543	30232106503	Radios	512.57
Complete Wireless Solutions	05/10/2013	20543	30434206115	kenwood radios portables	1,094.00
Complete Wireless Solutions	05/10/2013	20543	30434206115	Radio and install for 0-7 11	585.57
Complete Wireless Solutions	05/10/2013	20543	10110706030	#76 reprogrammed main p	75.00
Complete Wireless Solutions	05/17/2013	20622	30333106432	Per diem, installer time for	662.50
Consolidated Supply Co	05/03/2013	20442	30333206523	HYDRANT EXT. KITS	900.00
Consolidated Supply Co	05/17/2013	20623	30333206523	HYD. EXT.	1,350.00
Copeland Lumber	05/03/2013	20443	30232206114	fittings	2.78
Copeland Lumber	05/03/2013	20443	30232106501	mail box numbers	3.36

Payee Name	Check Issue Date	Check Number	GL Account	Description	Invoice Amount
Copeland Lumber	05/03/2013	20443	10110356501	2 2x8's for Frank Wade tabl	25.06
Copeland Lumber	05/03/2013	20443	30232206401	mortar	6.36
Copeland Lumber	05/24/2013	20723	10110356113	Submersible pump, pool	153.59
Copeland Lumber	05/24/2013	20723	10111006113	small stud wall	23.02
Copeland Lumber	05/10/2013	20544	10110356237	Ear muffs, safety glasses,	79.28
Cosco Fire Protection, Inc.	05/17/2013	20624	10110526415	Fire extinguisher tags	90.94
CPS HR CONSULTING	05/03/2013	20444	10119006043	Executive Assistant Testin	434.50
Daily Journal of Commerce	05/10/2013	20545	30333506008	AD FOR bids	386.10
Depoe Bay RFPD	05/17/2013	20626	10110906242	Joint SAFER Grant reimbur	24,057.21
DEQ	05/03/2013	20445	30434106210	ANNUAL RECERTIFICATI	840.00
DEQ	05/03/2013	20445	30333206213	ANNUAL NOTIFICATION	500.00
DEQ	05/03/2013	20445	30434106216	ANNUAL RECERT. RENE	160.00
Detroit Industrial Tool	05/17/2013	20627	30333206407	SAFETY VESTS	373.21
DEX MEDIA WEST	05/03/2013	20446	10111006207	yellow page listing	158.34
Dish Network	05/17/2013	20628	40242206234	Dish Network, FBO	43.00
DMV Driver & Motor Vehicle Ser	05/29/2013	20771	30333206213	TRUCK REGISTRATION	104.50
Do Re Mi by the Sea, LLC	05/03/2013	20447	40141606026	Instructor fees	294.00
Doug's Electric	05/03/2013	20448	40141406014	consult on pool underwater	83.00
Doug's Electric	05/03/2013	20448	30434206115	Relay	374.00
Duo Safety	05/17/2013	20629	10110906114	Heat sensor lables for ladd	34.62
EASTMAN, MICHAEL	05/03/2013	20449	30232106202	Traffic control supv class re	423.14
Ebsco Subscription Services	05/24/2013	20724	10111006301	Novelist Plus	1,565.00
Emblem Enterprises, Inc	05/24/2013	20725	10110706407	500 NPJ patches	669.04
Emerald Springs	05/10/2013	20546	30434106401	WATER	45.30
Emerald Springs	05/17/2013	20630	10110506402	Drinking Water	23.85
Emerald Springs	05/24/2013	20726	10110506402	WATER for Finance	24.90
EMERGENCY MEDICAL PRODUCT, INC	05/17/2013	20631	10110906416	Breathsaver/ultra softbox	411.00
Englund Marine Supply	05/03/2013	20450	40141406113	screws	7.50
Englund Marine Supply	05/03/2013	20450	10110356501	Bolt, nut, washer	5.28
Englund Marine Supply	05/03/2013	20450	10110356501	Bolt, nut, washer	2.64
Englund Marine Supply	05/03/2013	20450	30232106114	hyd.hose	14.97
Englund Marine Supply	05/03/2013	20450	10110356401	socket head	2.52
Englund Marine Supply	05/03/2013	20450	30232106114	hyd.hose	78.81
Englund Marine Supply	05/03/2013	20450	30232106114	hyd.hose	80.97
Englund Marine Supply	05/03/2013	20450	30333206523	1/4" BRASS NIPPLES	7.62
Englund Marine Supply	05/17/2013	20632	30333206508	CHAIN & CLEVIS GRAB H	61.48
Englund Marine Supply	05/17/2013	20632	10110356407	Bib and Jacket, Jerry Daly	92.72
Englund Marine Supply	05/24/2013	20727	10110356401	Screws	5.30
Englund Marine Supply	05/24/2013	20727	10110356401	Lag screw	4.80
Englund Marine Supply	05/24/2013	20727	30333206407	RUBBER BOOTS	271.47
Englund Marine Supply	05/24/2013	20727	30333206407	RUBBER BOOTS	128.87-
Englund Marine Supply	05/17/2013	20632	30434106114	Non-Existant Credit taken	112.00
Enviro-Clean Equipment, Inc	05/03/2013	20451	30232206114	thermostat	65.86
Fastenal Company	05/03/2013	20452	30232106430	hack blades-shop	28.86
Fastenal Company	05/03/2013	20452	30333206523	bolts	12.95
Fastenal Company	05/03/2013	20452	30232106401	srews-shop	11.27
Fastenal Company	05/03/2013	20452	30232106401	blade	72.16
Fastenal Company	05/03/2013	20452	30333206523	bolts	5.17
Fastenal Company	05/03/2013	20452	30333206416	SAFETY GLASSES	13.12
Fastenal Company	05/03/2013	20452	30333206523	nuts,bolts for stock	33.31
Fastenal Company	05/17/2013	20633	30434106111	bolts	2.87
Fastenal Company	05/17/2013	20633	30333206523	nuts,bolts for stock	7.50
Fastenal Company	05/17/2013	20633	30333206523	bolts	25.44
Fastenal Company	05/17/2013	20633	30333206407	GLOVES	14.25
Fastenal Company	05/17/2013	20633	30232106401	10x3/4 410ss	11.27
Fastenal Company	05/24/2013	20728	30333106408	Lab Towels	10.35
Fastenal Company	05/17/2013	20633	30434106113	nuts,bolts for stock	90.73

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Fastenal Company	05/17/2013	20633	30434106111	bolts	7.93-
Fastenal Company	05/24/2013	20728	30434106113	nuts,bolts for stock	28.30
Fastenal Company	05/24/2013	20728	30434106113	nuts,bolts for stock	34.26
Fastenal Company	05/03/2013	20452	60161106419	Paint, spray	12.83
FERGUSON ENTERPRISES, INC NW	05/03/2013	20454	30333206523	HYD EXT KIT	506.25
FERGUSON ENTERPRISES, INC NW	05/24/2013	20729	30232106522	COLD ASPHALT	3,235.68
Fosmire, George	05/03/2013	20455	40141606026	Tango Instructor	14.00
Foundation Engineering, Inc	05/03/2013	20456	60161106025	Big Cr Road Slides	4,565.75
FRECHETTE, LUKE	05/10/2013	20547	10102012	KSENIYA'S RIDGE SUB D	206.25
Freshjive Sound	05/17/2013	20634	40141606030	Bike Race DJ	300.00
GC Systems, Inc	05/24/2013	20730	30333506016	Modified control valves	3,356.00
GE CAPITAL	05/03/2013	20457	40141506209	Copier lease monthly paym	110.00
Global Equipment Company	05/03/2013	20458	30333106501	missed Shipping cost on w	497.27
Goettel & Associates, Inc	05/10/2013	20548	60161106030	Benefit-Cost Analysis - Saf	1,062.50
Grainger, WW, Inc	05/03/2013	20460	30333106114	ball valves for chemicals	61.36
Groth-Gates Heating & Sheet Me	05/03/2013	20461	10110356112	Light mounting plate and br	103.00
Groth-Gates Heating & Sheet Me	05/03/2013	20461	10110356113	R&R control unit, NPD	307.50
Groth-Gates Heating & Sheet Me	05/03/2013	20461	10110356113	Install new Trane 800 ther	824.80
Groth-Gates Heating & Sheet Me	05/03/2013	20461	10110356113	fan belt installation	180.00
Groth-Gates Heating & Sheet Me	05/03/2013	20461	10111006113	scheduled service for Libra	1,478.00
Groth-Gates Heating & Sheet Me	05/24/2013	20731	10110356113	RR fan, troubleshoot	82.00
Hach Company	05/03/2013	20462	30333106408	Lab reagents, stablcal	883.84
Halco Welding, Inc	05/10/2013	20549	30434206115	Weld flanges	625.00
Halco Welding, Inc	05/10/2013	20549	30434206115	slipe flanges	164.00
Halco Welding, Inc	05/10/2013	20549	30434206115	sleeve pin	98.00
Halco Welding, Inc	05/10/2013	20549	30434206115	Welding	60.00
Halco Welding, Inc	05/10/2013	20549	30434206115	flange for pump	80.00
Harvey's Lock & Key service	05/03/2013	20463	30333206115	PuMP STATION KEYS	35.00
Harvey's Lock & Key service	05/17/2013	20635	30333206113	rekey all shops locks and d	1,544.18
HD Supply Waterworks, LTD	05/03/2013	20464	30333206523	3/4" METER VALVES	32.51-
HD Supply Waterworks, LTD	05/03/2013	20464	30333206523	FIRE HYDRANTS STOCK	3,812.26
HD Supply Waterworks, LTD	05/03/2013	20464	30333206523	TEES	594.36
HD Supply Waterworks, LTD	05/03/2013	20464	30333206508	PRO READER REPAIR	138.05
HD Supply Waterworks, LTD	05/03/2013	20464	30333206523	6" TEES	594.36
HD Supply Waterworks, LTD	05/17/2013	20636	30333206523	FIRE HYD. & HYD EXT.	4,136.70
HD Supply Waterworks, LTD	05/24/2013	20732	30333206523	16" HDPE SADDLES	933.00
Hicks Striping & Curbing, Inc	05/17/2013	20637	30232106102	center line stripe	3,451.80
ICOP	05/17/2013	20639	10110706030	ICOP DVR repair	685.00
Idea Print Works	05/03/2013	20465	10110706407	Navy twill l/s shirt w/city log	31.79
Idea Print Works	05/03/2013	20465	10110706219	NPD VOLUNTEER screen	35.00
Idea Print Works	05/17/2013	20640	10110906504	print & embroider shirts	367.60
Idea Print Works	05/17/2013	20640	40141606413	coast hills classic t-shirts	452.50
Industrial Welding Supply, Inc	05/03/2013	20466	30434106114	file	10.63
Integra Telecommunications	05/10/2013	20552	30434106204	Directory Listing	1.05
J.C. Market	05/10/2013	20553	10110906216	food for training	23.96
J.C. Market	05/03/2013	20467	30131106405	Snacks for Confined Space	11.98
J.C. Market	05/03/2013	20467	10110706405	2 dozen cookes for 04/25/2	10.98
J.C. Market	05/10/2013	20553	30434106401	first aid supplies	9.94
J.C. Market	05/17/2013	20641	30131106405	Safety meeting snacks	11.98
J.C. Market	05/17/2013	20641	30131106405	Safety meeting snacks	11.98
J.C. Market	05/17/2013	20641	30131106405	Safety meeting snacks	11.98
J.C. Market	05/17/2013	20641	30434106408	lab supplies	15.68
J.C. Market	05/24/2013	20733	10110706405	Refreshments for Newport	31.94
Johns, Stacy	05/03/2013	20468	10111006203	travel reimburse to OLA in	162.15
Jones, Donald	05/24/2013	20734	10102012	Ksinya Ridge sidewalk rei	2,280.00
Kay's Radiator & Repair	05/17/2013	20642	30232206114	Radiator	320.00
Kazemi, Farhad	05/10/2013	20555	10102012	Kseniya Ridge Sidewalk R	1,031.25

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KEIRANS, JENNIFER	05/03/2013	20469	10111006216	travel reimburse to Vancou	180.63
KFIR Radio	05/10/2013	20556	40343106207	DN Ad on Radio	200.00
KPPT-AM/KPPT FM	05/17/2013	20643	40141506207	BOSS RADIO - ADS - April	200.00
KSHL Radio	05/17/2013	20644	40141506207	H&G SHOW RADIO ADS	200.00
L.N. Curtis & Sons	05/10/2013	20557	10110906504	Name Patch/Jackson	58.24
L.N. Curtis & Sons	05/17/2013	20645	10110906032	27 Fitness Tests	1,080.00
L.N. Curtis & Sons	05/10/2013	20557	10110906114	Check 35 SCBA/2 SIGMA/	3,238.00
Laskey-Clifton Corp	05/10/2013	20558	30434507024	payment No. 6-Mar	13,380.18
Law Office of Kathryn A. Benfield	05/24/2013	20735	10111006004	1.5 hrs-Procedures for Lib.	225.00
Law Office of Kathryn A. Benfield	05/24/2013	20735	10110306004	4.15 hrs- Leslie Brown cas	622.50
Law Office of Kathryn A. Benfield	05/24/2013	20735	10110306004	11.25 hrs- Gregory Carpen	1,687.50
Lazerquick	05/03/2013	20470	10111006402	Window envelopes	245.00
LEAF	05/17/2013	20646	40242106209	AIRPORT COPIER LEASE	119.48
League of Oregon Cities	05/03/2013	20471	10110706216	Customer Service Training	175.00
League of Oregon Cities	05/10/2013	20559	10110706402	50 books of 25 cites/bk UT	343.00
Lincoln Co Parole & Probation	05/03/2013	20472	30434506113	Retaining Wall- NE 33rd St	343.75
Lincoln Co Solid Waste Consort	05/17/2013	20647	40646106217	Order Dated 04/12/13	2,366.48
Lincoln County Clerk	05/10/2013	20560	10119006240	Recording Fees - April 201	78.00
Lincoln County Public Works	05/03/2013	20473	10110356403	2003 Dodge van fuel	170.23
Lincoln County Public Works	05/03/2013	20473	30333106403	Vehicle fuel WTP	187.28
Lincoln County Public Works	05/03/2013	20473	30333206403	Fuel FOR WD VEHICLES	1,037.41
Lincoln County Public Works	05/03/2013	20473	40242106403	Diesel and unleaded for Air	485.50
Lincoln County Public Works	05/17/2013	20648	10110356403	2003 Dodge van fuel	169.60
Lincoln County Public Works	05/10/2013	20561	10110906403	Fuel For all Vehicles	1,768.63
Lincoln County Public Works	05/17/2013	20648	30333106403	monthly vehicle fuel wtp	256.95
Lincoln County Public Works	05/17/2013	20648	30333206403	WATER DISTRI. FUEL	750.90
Lincoln County Public Works	05/17/2013	20648	30232206403	Fuel stormdrains	2,426.02
Lincoln County Public Works	05/10/2013	20561	10110706403	Gasoline, car washes, vac	5,276.43
Lincoln County Public Works	05/10/2013	20561	10111006403	gas for Library van	80.28
Lincoln County Public Works	05/17/2013	20648	40242106403	Fuel For F250 and Diesel	226.11
Lincoln County Public Works	05/17/2013	20648	10110906403	Fuel For all Vehicles	1,379.92
Lincoln County Public Works	05/17/2013	20648	30434106403	Fuel bill for apr 13	1,849.53
Lincoln County Public Works	05/10/2013	20561	30131206403	Fuel 2008 Ford Escape	131.24
Lincoln County Public Works	05/17/2013	20648	10114006403	Fuel 2010 Ford Escape	73.03
Lincoln County Public Works	05/03/2013	20473	30131206403	Fuel 1994 Ford pu	2,619.64
Lincoln County Public Works	05/03/2013	20473	10110356403	Fuel 2007 Ram PU	868.67
Lincoln County Public Works	05/17/2013	20648	10110356403	Fuel 2007 Ram PU	1,059.98
Lincoln County School District	05/03/2013	20474	10110106409	City Council Videography -	728.28
Lincoln Equipment, Inc	05/17/2013	20649	40141406408	Taylor titration test kit	97.75
Lincoln Equipment, Inc	05/17/2013	20649	40141406215	FREIGHT	31.81
Lincoln Glass Company	05/24/2013	20736	10110356113	Bronze tint glass for ice cre	139.09
Lincoln Glass Company	05/24/2013	20736	10110356113	Tightn bottom pivot of entry	132.50
Little Roadside Management, LLC	05/03/2013	20475	30232106114	bearings	1,121.64
LOPEZ, STEVE	05/10/2013	20562	10102012	KSENIYA'S RIDGE SUB D	406.25
Lyle Signs, Inc.	05/03/2013	20476	30232106516	sign blanks	379.10
MADDEN PREPRINT MEDIA, LLC	05/03/2013	20477	40343106207	1/16 Page Ad Oregon Coa	1,460.75
Midwest Tape	05/03/2013	20479	10111006515	new DVDs for grownups	78.95
Midwest Tape	05/10/2013	20563	10111006515	new DVDs for grownups	445.28
Midwest Tape	05/17/2013	20650	10111006515	new DVDs for grownups	375.86
Midwest Tape	05/24/2013	20738	10111006515	new DVDs for grownups	253.17
NCL of Wisconsin, Inc	05/10/2013	20564	30434106408	fecal broth+filters	392.12
NEWARK	05/03/2013	20480	30434206115	vfd fans	1,626.98
NEWARK	05/10/2013	20565	30434206115	blowers for vfd	802.44
NEWPORT AUTO PARTS, INC	05/24/2013	20739	10110906414	purple power car wash	5.94
NEWPORT AUTO PARTS, INC	05/17/2013	20651	10110906112	Piston intake valve replace	.24
NEWPORT AUTO PARTS, INC	05/17/2013	20651	10110906403	Hyd Oil	15.84
NEWPORT AUTO PARTS, INC	05/17/2013	20651	10110906403	Engine oil	53.97

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NEWPORT AUTO PARTS, INC	05/17/2013	20651	10110906403	Engine oil & bulb	115.64
NEWPORT AUTO PARTS, INC	05/17/2013	20651	10110906112	circuit tester	5.29
NEWPORT AUTO PARTS, INC	05/17/2013	20651	10110906112	Switch	8.96
NEWPORT AUTO PARTS, INC	05/24/2013	20739	10110906410	paint for wheels of 3211	26.06
NEWPORT AUTO PARTS, INC	05/24/2013	20739	10110906112	lamp	3.99
NEWPORT AUTO PARTS, INC	05/24/2013	20739	30434106112	Fuel filter	122.82
NEWPORT AUTO PARTS, INC	05/24/2013	20739	30434206112	Extracto	3.59
NEWPORT AUTO PARTS, INC	05/24/2013	20739	30434106112	Starter fluid, dispenser	39.46
NEWPORT AUTO PARTS, INC	05/24/2013	20739	10110906112	Belt for AR 33	7.59
NEWPORT AUTO PARTS, INC	05/24/2013	20739	30434206112	Muffler and U-Bolt	39.58
Newport Diesel & Marine Co Inc	05/03/2013	20481	30333206114	SERVICE ON DUMP TRU	195.50
Newport Diesel & Marine Co Inc	05/17/2013	20652	10110906112	SERVICE call-Radiator Re	469.21
Newport Glass Company, Inc	05/10/2013	20566	10110706112	#12 windshield rock chip re	50.00
Newport Plumbing, Inc	05/03/2013	20482	10110356113	Bayfront RR	80.00
Newport Public Library	05/24/2013	20740	10111006112	milk	31.86
Newport Public Library	05/10/2013	20567	10111006402	mail ILLs	43.54
Newport Rental Service, Inc	05/03/2013	20483	30333106108	Propane for forklift WTP	17.36
Newport Rental Service, Inc	05/24/2013	20741	30333106108	Propane for forklift WTP	14.28
Newport Rental Service, Inc	05/17/2013	20653	10110906414	Stihl Air Filter	23.01
Newport Rental Service, Inc	05/24/2013	20741	10110356102	Rug shampooer and sham	34.20
Newport Rental Service, Inc	05/24/2013	20741	10110356102	Manlift	203.00
Newport Rental Service, Inc	05/24/2013	20741	10110356102	Manlift	180.00
Newport Rental Service, Inc	05/24/2013	20741	40242106102	Rental mower for operation	372.00
Newport Rental Service, Inc	05/24/2013	20741	30333106108	Propane for forklift WTP	16.52
Newport Signs	05/03/2013	20484	10110356401	4 unisex restroom signs	172.00
Newport Wireless Center	05/03/2013	20485	30232206414	celll batt.	49.95
News Lincoln County	05/03/2013	20486	40141306207	60+ advertising events	50.00
News Lincoln County	05/03/2013	20486	40141506207	March/April ad for H&G Ve	75.00
News-Times	05/03/2013	20487	40141606207	Rec. Center NCAA ad	79.00
News-Times	05/03/2013	20487	40141606207	Rec. leader wanted ad	2.00
News-Times	05/03/2013	20487	40141606207	Rec. leader wanted ad	48.94
News-Times	05/03/2013	20487	40141606207	Rec. leader wanted ad - SL	2.00
News-Times	05/03/2013	20487	40141606207	Rec. leader wanted ad	48.94
News-Times	05/10/2013	20568	30333106404	Subscription renewal wtp	86.50
News-Times	05/10/2013	20568	10114006207	Public Notice for Geologic	47.85
News-Times	05/10/2013	20568	10114006207	Ad for Sealed Bid Sale of P	2.50
News-Times	05/10/2013	20568	10114006207	Ad for Sealed Bid Sale of P	2.50
News-Times	05/10/2013	20568	10114006207	Ad for Sealed Bid Sale of P	54.69
News-Times	05/10/2013	20568	10114006207	Ad for Sealed Bid Sale of P	2.00
News-Times	05/10/2013	20568	10114006207	Ad for Sealed Bid Sale of P	54.69
News-Times	05/17/2013	20654	10110506008	Agenda & Budget com. me	75.90
News-Times	05/17/2013	20654	10110506008	Budget com meeting notice	42.90
News-Times	05/17/2013	20654	10110506008	Budget committee meeting	46.20
News-Times	05/17/2013	20654	30333506008	Invitation to Bid Big Cr Res	165.00
News-Times	05/17/2013	20654	40141606207	Rec Leader ad	2.50
News-Times	05/17/2013	20654	40141606207	Rec Leader ad	2.50
News-Times	05/17/2013	20654	40141606207	Rec Leader ad	48.94
News-Times	05/17/2013	20654	40141606207	Rec Leader ad	2.00
News-Times	05/17/2013	20654	40141606207	Rec Leader ad	48.94
News-Times	05/17/2013	20654	10114006207	Hearing Notice for 2-UGB-	79.20
News-Times	05/17/2013	20654	10114006207	Notice of Teevin Appeal 1-	122.10
News-Times	05/17/2013	20654	40343106207	Travel Newport	89.00
NFPA	05/17/2013	20655	10101243	Membership-Murphy FY-14	165.00
North Lincoln Fire & Rescue District #1	05/24/2013	20742	10110904210	our portion share we must	56.50
Northwest Management	05/24/2013	20743	10110206030	CEC prep & Meeting, Revi	426.25
Northwest Compressor	05/24/2013	20744	30434106114	repair compressor at plant	938.14
NW Natural	05/03/2013	20488	40141306109	gas bill - Senior CENTER	259.31

Payee Name	Check Issue Date	Check Number	GL Account	Description	Invoice Amount
NW Natural	05/03/2013	20488	10110356109	Parks Shop Heat	255.99
NW Natural	05/03/2013	20488	30434206109	gas for Nye Shop	83.67
NW Natural	05/10/2013	20569	40343106109	gas bill for VAC	183.46
NW Natural	05/17/2013	20656	30333206109	STANDBY GAS SE 40TH	178.47
NW Natural	05/03/2013	20488	30434206109	gas bill for 56th st genset	61.44
OBOA	05/03/2013	20489	40444106213	OBOA Annual Dues	140.00
Ocean Tire Factory	05/03/2013	20490	10110706112	#71 driver window motor/s	363.75
Ocean Tire Factory	05/03/2013	20490	10110706112	#72 tail light bulb replacem	25.00
Ocean Tire Factory	05/03/2013	20490	10110706112	#14 LOF	40.95
Ocean Tire Factory	05/03/2013	20490	10110706112	#41 master brake cylinder,	451.95
Ocean Tire Factory	05/03/2013	20490	10110706112	#32 swap tires after crash	50.00
Ocean Tire Factory	05/24/2013	20745	40242206013	AV truck 2 new tires and ali	1,112.80
Ocean Tire Factory	05/17/2013	20657	10110706112	#93 LOF, rear brakes/rotor	408.80
Ocean Tire Factory	05/17/2013	20657	10110706112	#83 LOF, 4 tires, alignment	865.60
Ocean Tire Factory	05/17/2013	20657	10110706112	#76 brake lines/fitting, fluid,	1,998.55
Ocean Tire Factory	05/17/2013	20657	10110706112	#84 LOF, 2 tires	405.05
Ocean Tire Factory	05/17/2013	20657	10110706112	#13 LOF, 4 tires	835.55
One Call Concepts, Inc	05/24/2013	20746	30333206204	FAX LINE FOR LOCATE T	107.96
Optimal Control Systems Inc	05/10/2013	20570	30434206115	repair ips touchscreen	1,375.60
Optimal Control Systems Inc	05/10/2013	20570	30434206115	program ips touchscreen	837.80
Oregon Apparatus Repair, Inc	05/24/2013	20747	10110906112	annual ladder test and fluid	3,468.48
Oregon Bicycle Racing Association	05/17/2013	20658	40141606026	40 1 day memberships	370.15
OREGON COAST TODAY	05/10/2013	20571	40343106207	Full Page Ad April 2013	1,120.00
Oregon Corrections Enterprises	05/17/2013	20659	10110356113	5 Restroom problems cont	82.00
Oregon Department of Transport	05/10/2013	20572	10119006104	50% SIGNAL LIGHT Hwy	92.64
Oregon Department of Transport	05/10/2013	20572	10119006104	50% SIGNAL LIGHT Hwy	131.49
OREGON HEALTH AUTHORITY-Cashier	05/17/2013	20660	30131106229	Recertification, Jim Salisbu	110.00
OREGON HEALTH AUTHORITY-Cashier	05/17/2013	20660	10110526032	EMS License Renewal- Sal	50.00
Oregon Military Department	05/03/2013	20491	10110706213	Rental of Newport Armory f	55.00
Orsborn Power Saw Co	05/03/2013	20492	10110356114	Pole saw repair	254.07
Orsborn Power Saw Co	05/03/2013	20492	30333206508	HONDA PUMP	448.48
Orsborn Power Saw Co	05/03/2013	20492	10110356114	Belt for lawn edger	38.48
Orsborn Power Saw Co	05/10/2013	20573	30232106114	weed head	99.95
Orsborn Power Saw Co	05/24/2013	20748	30333206508	ROCK SAW	1,869.95
Pacific Coast Plumbing, Inc	05/03/2013	20493	10110356113	PLUmbing parts for Bay Fr	115.36
Pacific Coast Plumbing, Inc	05/24/2013	20749	10110356113	Frank Wade lav repair cartr	434.90
PAIGE, PHIL	05/17/2013	20661	10110906202	REIMBURSEMENT FOR T	592.12
Parker, Andy	05/10/2013	20574	10110906403	Fuel for Ladder Truck	100.00
Parker, Andy	05/20/2013	20700	10110906216	Advance for ARFF Training	300.00
PedalTown Media Inc.	05/17/2013	20662	40141606008	Advertise Bike Race	350.00
Perkins, Justin	05/13/2013	20602	30301243	Payroll Advance	400.00
Peter McKearman's Signworks	05/17/2013	20663	40343106412	Payment 3	9,615.98
Picnic Tables, Inc.	05/10/2013	20576	40141306507	60+ ada picnic table	990.56
Pioneer Printing, Inc	05/03/2013	20494	30232106430	forms-shop	153.65
Pioneer Printing, Inc	05/03/2013	20494	10110506208	Proposed Budget 30 Copie	515.94
Pioneer Printing, Inc	05/17/2013	20664	10110506208	250 TRT Registration Form	54.84
Pioneer Telephone Cooperative	05/10/2013	20577	40242206204	Airport long distance at 12	58.80
Pioneer Telephone Cooperative	05/10/2013	20577	40242206204	Airport long distance at 12	217.68
Pioneer Telephone Cooperative	05/10/2013	20577	30434106204	ph bill south shore ps	29.40
Pioneer Telephone Cooperative	05/10/2013	20577	30434106204	ph bill 32nd st ps	37.97
Pioneer Telephone Cooperative	05/10/2013	20577	30434106204	26th st. p.s. phone bill	29.40
Pioneer Telephone Cooperative	05/10/2013	20577	30434106204	ph bill wwtp	126.55
Pioneer Telephone Cooperative	05/17/2013	20665	10110906204	Fire Substation phone bill	123.91
Platt Electric Supply	05/03/2013	20495	10110356501	Plug and battery box case	36.82
Platt Electric Supply	05/03/2013	20495	10110356501	Credit	8.86-
Platt Electric Supply	05/10/2013	20578	30434206115	Batterys	30.07
Platt Electric Supply	05/10/2013	20578	30434206115	lbreaker,flex,fuses	85.28

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Platt Electric Supply	05/10/2013	20578	30434206115	aaa,aa batterys	9.90
Platt Electric Supply	05/10/2013	20578	30434106114	drive for solids bld	1,161.00
Platt Electric Supply	05/17/2013	20666	30434106114	repair panel light	41.00
Platt Electric Supply	05/17/2013	20666	40242106501	balance on old unpaid Invoi	167.45
Platt Electric Supply	05/17/2013	20666	40141506113	Ballast for hallway light	60.13
Platt Electric Supply	05/24/2013	20750	10110356401	Flourescent tube mounting	73.68
Platt Electric Supply	05/24/2013	20750	10110356401	light mounting kit and tap t	90.88
Platt Electric Supply	05/24/2013	20750	10110356401	2 switches	22.34
Platt Electric Supply	05/24/2013	20750	30434106113	led yard light	556.66
Platt Electric Supply	05/03/2013	20495	40141306215	60+ Broan motor	69.75
Polydyne, Inc	05/24/2013	20751	30434106408	polymer	5,428.00
PR Diamond	05/24/2013	20753	30333206508	DUCTILE PIPE SAW BLA	233.00
Precision Approach Engineering	05/10/2013	20579	40242106025	Runway 16-34 Rehab Pre	42,496.51
Precision Approach Engineering	05/17/2013	20667	40242106025	Runway 16-34 Rehab Pre	1,036.38
Premier Title of Oregon LLC	05/03/2013	20497	30131206017	Title charges	100.00
ProBuild Newport #609	05/10/2013	20581	10110906113	door stops	20.78
ProBuild Newport #609	05/03/2013	20498	10110356401	Restroom numbers for call	14.69
ProBuild Newport #609	05/03/2013	20498	30232106501	mail box	25.98
ProBuild Newport #609	05/03/2013	20498	30333106501	abs 90 fpr drain line	3.79
ProBuild Newport #609	05/03/2013	20498	30333206508	ENGINEER HAMMER	20.89
ProBuild Newport #609	05/03/2013	20498	30434106113	paint	14.11
ProBuild Newport #609	05/03/2013	20498	30434106113	weed spray	109.99
ProBuild Newport #609	05/10/2013	20581	10110356501	Credit on T-Posts	37.95-
ProBuild Newport #609	05/03/2013	20498	10110356401	Misc tools and repair parts	16.00
ProBuild Newport #609	05/10/2013	20581	10110356401	weed buster	8.99
ProBuild Newport #609	05/10/2013	20581	30434106113	paint	13.35
ProBuild Newport #609	05/17/2013	20668	10110356401	Saw blades, duct tape	46.51
ProBuild Newport #609	05/17/2013	20668	30232106401	screws	3.22
ProBuild Newport #609	05/17/2013	20668	10110906112	Drawerpull	7.98
ProBuild Newport #609	05/17/2013	20668	30333206523	BATTERIES	7.99
ProBuild Newport #609	05/24/2013	20754	30232106401	elec tape	18.10
ProBuild Newport #609	05/17/2013	20668	40141606523	hinges, studs, sheathing	53.99
ProBuild Newport #609	05/17/2013	20668	40141606523	padlock	9.99
ProBuild Newport #609	05/17/2013	20668	40141606523	power bits, hinges, screws	9.86
ProBuild Newport #609	05/24/2013	20754	10110906401	materials for base charger	31.60
ProBuild Newport #609	05/24/2013	20754	30232206501	fitting-pool	7.59
ProBuild Newport #609	05/24/2013	20754	30232206501	couplings-pool	13.74
ProBuild Newport #609	05/24/2013	20754	30232106401	con.mix	17.16
ProBuild Newport #609	05/24/2013	20754	10110356401	Flapper and toilet plunger	9.96
Public Works Supply, Inc	05/03/2013	20499	30131206415	Hard hats and t shirts	79.25
Public Works Supply, Inc	05/17/2013	20669	30434206115	SAFTy equipment	2,373.53
Public Works Supply, Inc	05/17/2013	20669	30333106415	Hard hats nd safety glasses	254.06
Public Works Supply, Inc	05/17/2013	20669	30333206508	GAS DETECTOR UPDAT	409.28
Public Works Supply, Inc	05/17/2013	20669	30333206508	TEST GAS FOR DETECT	242.00
Public Works Supply, Inc	05/30/2013	20773	30434206506	5-piece Hoist System	6,593.41
Quality Control Services, Inc.	05/10/2013	20582	30434106408	cal lab equipment	350.00
Quill.com	05/03/2013	20500	30131206402	File folders, pen refills, Pos	26.20
Quill.com	05/17/2013	20670	30131206402	Liberty storage boxes per T	107.99
Quill.com	05/03/2013	20500	30131206402	Set of 4 printer carts for HP	793.88
Rackowski, Shannon	05/17/2013	20671	40141606213	Zumba Instructor Members	30.00
Rau Plumbing	05/24/2013	20755	10110356113	repair kink in nderground g	367.50
Recorded Books, Llc	05/10/2013	20583	10111006515	replacement for "The Hobbi	6.95
McGeoy, Scott	05/03/2013	20478	40141404302	Refund-Mcgeoy Cancel	150.35
Fawley, Ian	05/03/2013	20453	40141504302	Refund-Fawley Cancel	24.71
Walton-MacDougall, Craig	05/10/2013	20597	40141504302	Refund-Walton-MacDougall	110.79
Holly, Tony	05/17/2013	20638	40141504302	refund on Room Reservati	47.50
Schumacher, Erin	05/17/2013	20676	40141504302	refund Park Reservation-S	46.00

Payee Name	Check Issue Date	Check Number	GL Account	Description	Invoice Amount
Brinkerhoff, Paul	05/17/2013	20612	40141504302	refund debit mistakeCancel	47.00
Reliable Lawn Care & Handyman Repair	05/03/2013	20501	10111006113	mow Library lawn	1,320.00
Ripley, Mike	05/17/2013	20673	40141606026	Bike Race Official	169.00
Robertson Sherwood Architects PC	05/17/2013	20674	40141406002	Pool Study 2013	270.00
Rotary Club of Newport, Or	05/03/2013	20502	10111006213	dues for T. Smith	160.00
Safeguard Business Systems Inc.	05/17/2013	20675	10110506402	W-2 Forms-Paper	184.27
Santiam Escrow, Inc	05/10/2013	20584	10110906228	PRINCIPLE	2,062.05
Satcom Global FZE	05/24/2013	20756	10110706204	Satellite telephone 04/01/2	36.15
SCHEMBRI, LAURIE	05/03/2013	20503	40141606026	Gymnastic Instructor - April	1,307.60
Schneidecker Heating and Air	05/24/2013	20757	30434106113	service ac units at plant	1,241.95
Seal Rock Water District	05/10/2013	20585	10110906411	PURCHASE WATER(Fire	469.15
Seal Rock Water District	05/03/2013	20504	40242106411	PURCHASE WATER AIRP	600.97
Seal Rock Water District	05/10/2013	20585	20222208022	SEAL ROCK AGREEMEN	5,000.00
Setere & Sons LTD	05/17/2013	20677	30434106408	lime hauler	793.00
Shipley, Jerry	05/24/2013	20758	30333106115	removal of mud & sand fro	2,582.07
Shipping Solutions	05/10/2013	20586	10110706215	Weapon to lab at Da requ	18.63
Shipping Solutions	05/10/2013	20586	10110706215	Recovered stolen weapon t	132.20
Shipping Solutions	05/10/2013	20586	10110706215	EProperty returned to own	33.14
Shipping Solutions	05/10/2013	20586	10110706215	Property returned to owner	30.77
Shipping Solutions	05/10/2013	20586	10110706215	Evidence to lab #11N-0220	10.95
Shipping Solutions	05/10/2013	20586	10110706215	Evidence to Springfield lab	21.00
Shipping Solutions	05/17/2013	20678	30434206115	SHIPPING costs	23.70
Sirchie	05/17/2013	20679	10110706402	25 handgun boxes; 25 knif	118.24
SMITH, TED J	05/03/2013	20505	10111006203	TRAVEL REIMBURSE TO	162.72
SMITH, TED J	05/17/2013	20680	10111006202	TRAVEL REIMBURSE TO	94.92
SPEER HOYT LLC	05/24/2013	20759	30131106004	General Administration	8,672.70
Stanberry, James	05/23/2013	20701	40141106244	Planter Boxes @ Home &	200.00
Staples	05/03/2013	20506	30131106402	10 reams yellow paper for	92.90
Staples	05/10/2013	20588	30131206402	Tuff pocket files 5 boxes	134.95
Staples	05/10/2013	20588	30131206402	8 GB USB card, LED flashli	8.99
Staples	05/10/2013	20588	30131206402	Credit, LED flashlight	2.00-
Staples	05/10/2013	20588	10110706502	Flame retardant non-comb	58.99
Staples	05/17/2013	20681	10110506402	Balance on Underpaid Invo	124.97
Staples Advantage	05/03/2013	20507	10110706402	Brother labeler tape blk on	37.38
Staples Advantage	05/03/2013	20507	10110706402	3 pkgs pop-up post it notes	34.05
Staples Advantage	05/17/2013	20682	10110706402	3 pks of 8count post it note	37.34
Staples Advantage	05/24/2013	20760	10110706402	10 cases copy paper	285.00
Staples Advantage	05/03/2013	20507	10110706502	address labels 3,000/box;	75.41
Stitchin Post, The	05/17/2013	20683	10110906504	Name Label-Jackson	5.00
Stitchin Post, The	05/24/2013	20761	10110706219	Patches sews on to 7 Volu	35.00
Stitchin Post, The	05/24/2013	20761	10110706504	Uniform alterations Palmer,	32.00
T&L Septic & Chemical Toilet	05/03/2013	20509	40242206107	Airport Toilet Service	162.00
T&L Septic & Chemical Toilet	05/17/2013	20684	10110356113	Coast Park	78.00
T&L Septic & Chemical Toilet	05/17/2013	20684	10110356113	Sam Moore Skatepark	52.52
T&L Septic & Chemical Toilet	05/17/2013	20684	10110356113	Lucky Gap Trail	52.52
T&L Septic & Chemical Toilet	05/17/2013	20684	10110906102	Fire Toilet Rental 3-26 thru	63.50
TCB SECURITY SERVICES, INC.	05/10/2013	20589	10110706218	Parking enforcement servic	3,750.00
TCB SECURITY SERVICES, INC.	05/17/2013	20685	10110356113	Answering service for restr	80.00
Thompson's Sanitary Serv., Inc	05/17/2013	20686	10110356106	Betty Wheeler Ballpark	142.10
Thompson's Sanitary Serv., Inc	05/10/2013	20591	40343106106	Garbage VAC	110.10
Thompson's Sanitary Serv., Inc	05/10/2013	20591	10110906106	Garbage- Fire Dept	115.25
Thompson's Sanitary Serv., Inc	05/10/2013	20591	40141306106	60+ Garbage service Apr 2	115.25
Thompson's Sanitary Serv., Inc	05/17/2013	20686	30333106106	Garbage-WTP	115.25
Thompson's Sanitary Serv., Inc	05/10/2013	20591	10111006106	trash for Library	156.50
Thompson's Sanitary Serv., Inc	05/17/2013	20686	40242206101	Garbage at the Airport	268.65
Thompson's Sanitary Serv., Inc	05/17/2013	20686	30434106107	grit	162.55
Thompson's Sanitary Serv., Inc	05/17/2013	20686	10110356113	Forest park Ivy Pull-260 lbs	121.80

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Thompson's Sanitary Serv., Inc	05/17/2013	20686	40141506106	Garbage service - Rec. Ce	325.10
Thompson's Sanitary Serv., Inc	05/17/2013	20686	30333206106	Shops garbage service	650.20
Thompson's Sanitary Serv., Inc	05/10/2013	20591	10110706106	City Hall Garbage %	345.75
Thompson's Transfer & Disposal	05/10/2013	20592	10110356106	dump fee, large trash bags	27.00
Thompson's Transfer & Disposal	05/10/2013	20592	10110356106	dump fee, large trash bags	27.00
Thompson's Transfer & Disposal	05/17/2013	20687	30434106107	grit	202.50
Thompson's Transfer & Disposal	05/24/2013	20762	30333106107	Remove Couch from Water	12.00
Thyssenkrupp Elevator Corp	05/03/2013	20511	10110356211	ELEVATOR MAINTENAN	675.59
Thyssenkrupp Elevator Corp	05/10/2013	20593	40141306211	Sen. Cent. ELEV. MAINT.	728.57
Thyssenkrupp Elevator Corp	05/10/2013	20593	10119006211	Phone Monitoring agreeme	180.80
Thyssenkrupp Elevator Corp	05/03/2013	20511	10119006211	ELEVATOR MAINT. AGRE	731.30
Thyssenkrupp Elevator Corp	05/03/2013	20511	10119006211	ELEVATOR MAINT. AGRE	731.30
TLO LLC	05/10/2013	20594	10110706213	BackgrBackground search	37.50
Toby Murry Motors	05/03/2013	20512	30434206426	oil change tundra	36.95
Toby Murry Motors	05/29/2013	20772	30333207004	TRUCK PURCHASE	23,915.45
Toledo Feed & Seed, Inc	05/03/2013	20513	30434106504	saftycoat for dennis lilly	69.99
TOWNSEND, EDGAR	05/10/2013	20595	10102012	KSENIYA'S RIDGE SUB D	357.50
Tradenet	05/03/2013	20514	30232206030	cub-gutter-canyonway	1,235.00
Traffic Safety Supply Co., Inc	05/03/2013	20515	30232106518	anchor sleeves	775.95
Tri Agg, Inc	05/17/2013	20688	30434206115	drain rock	125.00
Tri Agg, Inc	05/17/2013	20688	30434206115	drain rock	125.00
Tri Agg, Inc	05/17/2013	20688	30434206115	drain rock	125.00
Tri Agg, Inc	05/17/2013	20688	30434206115	drain rock	75.00
True North Equipment	05/17/2013	20689	10110906112	Pantograph Post Arm	56.93
True-Cut Engraving, LLC	05/24/2013	20763	10110356501	Boardwalk Bench, Palmer	15.00
True-Cut Engraving, LLC	05/24/2013	20763	10110356501	Boardwalk Bench, Wickha	15.00
Uline	05/17/2013	20690	10110706402	Two pkgs of 2"x2" biohazar	29.29
United Grocers	05/17/2013	20691	10110906413	Station supplies	43.27
United Grocers	05/17/2013	20691	10110906413	Station supplies	88.62
United Grocers	05/24/2013	20764	10110906414	Station supplies	62.47
USA Blue Book	05/17/2013	20692	30434206115	sewer dye	268.94
Suter, Joshua	05/03/2013	20508	30301114	REFUND-SUTER	79.50
Tanes, Lorraine	05/03/2013	20510	30301114	REFUND- TANES	58.60
Casady, Brandon	05/03/2013	20432	30301114	REFUND- Casady	3.53
Grace, Michael J	05/03/2013	20459	30301114	REFUND- Grace	13.64
Poe, Joshua	05/03/2013	20496	30301114	REFUND- Poe	30.55
Sholty, Todd & Chelsi	05/10/2013	20587	30301114	REFUND- Sholty	43.18
Williams Sr, Charles	05/10/2013	20600	30301114	REFUND- Williams Sr	35.30
Joynt, Timothy	05/10/2013	20554	30301114	REFUND-Joynt	68.08
Harshbarger, Madison	05/10/2013	20551	30301114	REFUND-Harshbarger	14.96
Case, Bradley	05/10/2013	20533	30301114	REFUND-Case	77.91
Premier Title of Oregon	05/10/2013	20580	30301114	REFUND-Premier Title of	21.06
The Salvation Army	05/10/2013	20590	30301114	REFUND-Salvation Army	37.06
Andersen, Susan	05/10/2013	20525	30301114	REFUND- Andersen	40.24
Phaneuf, Aaron & Lisa	05/10/2013	20575	30301114	REFUND- Phaneuf	37.03
Hancock, Nathan & Amanda	05/10/2013	20550	30301114	REFUND- Hancock	66.59
Utility Refunds	05/09/2013	2	30301114	REFUND-Armstrong-Bill pa	354.20
Armstrong, Susan	05/09/2013	20521	30301114	REFUND-Armstrong-Bill pa	354.20
Ward, Josephine	05/17/2013	20694	30301114	REFUND- Ward	51.55
Abers, Anna	05/17/2013	20604	30301114	REFUND- Abers	50.00
Richcreek, David & Angela	05/17/2013	20672	30301114	REFUND- Richcreek	112.41
De Laluz-Lima, Maria	05/17/2013	20625	30301114	REFUND- De Laluz-Lima	77.68
Utility Refunds	05/17/2013	20603	30301114	REFUND- Newport North A	7,807.20
Newport North Apartments	05/17/2013	20698	30301114	REFUND- Newport North A	7,807.20
Barbra Odle	05/17/2013	20699	30301114	REFUND- Harshbarger	14.96
Bierhaus, Jaimee	05/24/2013	20713	30301114	REFUND- Bierhaus	31.56
Powell, Robert	05/24/2013	20752	30301114	REFUND- Powell	71.51

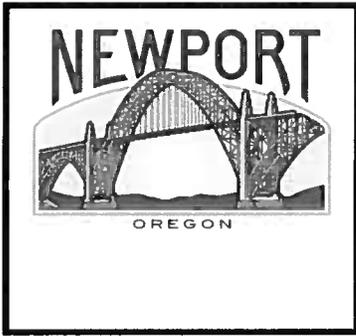
Payee Name	Check Issue Date	Check Number	GL Account	Description	Invoice Amount
Vaisala, Inc	05/03/2013	20516	40242106211	AWOS power cable for Ra	110.00
Valley Fire Control, Inc	05/10/2013	20596	10110906114	Extinguisher Hydrotest & R	127.00
Valley Fire Control, Inc	05/24/2013	20765	30434106415	1-Hydrotest & recharge 15l	564.00
Valley Fire Control, Inc	05/10/2013	20596	30232106415	New Fire Extinguishers-Rec	2,121.00
VALLEY RETRIEVER BUSLINES	05/03/2013	20517	40141606240	Bus rental for spring break	130.00
VALLEY RETRIEVER BUSLINES	05/17/2013	20693	40141606240	Bus rental for track and fiel	400.00
VerizonWireless	05/03/2013	20518	10110706205	13 air cards 03/22/2013 to	520.29
VerizonWireless	05/03/2013	20518	40242206205	Cell for Airport	22.32
VerizonWireless	05/03/2013	20518	10110206205	Cell-Storm Drain	949.87
Vidacare	05/24/2013	20766	10110906503	medical supplies	642.75
Voetberg, Jim	05/03/2013	20519	10110206213	Reimbursement for Rotary	145.00
Warren, M.B. Enterprises, Inc.	05/24/2013	20767	30333106113	Brushing and road claeing	4,700.00
Webber, Brandon	05/24/2013	20768	10110906504	reimbursement for uniform	297.90
West Coast Linen	05/03/2013	20520	40242206101	Airport rug Servcie	19.53
West Coast Linen	05/10/2013	20598	10110906101	Cleaning of Shop Towels,	13.90
West Coast Linen	05/17/2013	20695	40242206101	Airport rug Servcie	19.53
West Coast Linen	05/24/2013	20769	10110906101	Cleaning of Shop Towels,	13.90
West Coast Linen	05/24/2013	20769	40242206101	Airport rug Servcie	19.53
Western States Elect Const.	05/10/2013	20599	10110706030	New Cat5 cables run, wire	387.88
Western Title & Escrow Co	05/17/2013	20696	10114006017	Lot Book Report - Armory	200.00
Xerox Corporation	05/10/2013	20601	10110706209	copier WC7345 lease canc	189.04
Xerox Corporation	05/10/2013	20601	10110706209	ScanFlow store May 2013	56.73
Xerox Corporation	05/10/2013	20601	10110506211	6400x Equip/Maint Agreem	149.86
Xerox Corporation	05/10/2013	20601	30333206402	copier LEASE WATER DIS	74.30
Xerox Corporation	05/17/2013	20697	30333106211	copier LEASE WTP	131.43
Xerox Corporation	05/10/2013	20601	10111006211	copies for Library WorkCen	263.79
Xerox Corporation	05/10/2013	20601	10111006211	copies for Reference copie	155.05
Xerox Corporation	05/17/2013	20697	10110906211	Fire xerox agreement	32.25
Xerox Corporation	05/10/2013	20601	10110106211	Base charge April	158.02
Xerox Corporation	05/17/2013	20697	10110556211	Base charge April	663.51
Xerox Corporation	05/10/2013	20601	10114006211	Xerox Base charge, City C	2,184.35
Zep Manufacturing Co	05/24/2013	20770	30232106430	shop supplies	324.30
Grand Totals:					<u>594,320.69</u>

Report Criteria:

Summary report type printed

[Report].Check Issue Date = 05/01/2013-05/30/2013

Vendor	Date Paid	Check Nr.	Genl Ledger Acct Description	Amount
BRENNTAG PACIFIC, INC	5/24/2013	20716	30333106408 Aluminum Chlorohydrate	\$15,075
Brown & Caldwell	5/3/2013	20429	30434506025 Flow Monitoring Program	\$10,994
Brown & Caldwell	5/31/2013	20781	30434306025 Big Cr Force Main	\$15,510
Brown & Caldwell	5/31/2013	20781	30434506025 Big Cr Force Main	\$15,510
CBS OUTDOOR	5/10/2013	20535	40343106207 Northwest NM Posters 30 Sheets 4/29-06/23/13	\$20,050
Central Lincoln P.U.D	5/17/2013	20617	10119006104 Lighting	\$15,392
Civil West Engineering Service	5/10/2013	20542	30333506025 South Beach SCADA Improvements	\$43,067
Depoe Bay RFPD	5/17/2013	20626	10110906242 Joint SAFER Grant reimbursment	\$24,057
Precision Approach Engineering	5/10/2013	20579	40242106025 Runway 16-34 Rehab Pre design	\$42,497
Toby Murry Motors	5/29/2013	20772	30333207004 TRUCK PURCHASE	\$23,915



Agenda Item # _____
Meeting Date _____

CITY COUNCIL AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title OLCC License Approval

Prepared By: Newport Police Dept. Head Approval: Chief Mark J. Miranda *[Signature]* City Mgr Approval: _____

Issue Before the Council:

Shall the City Council recommend approval of the liquor license application for the Newport Brewery Company?

Staff Recommendation:

The Police Department recommends favorable action by the City Council with the following stipulations:

- 1) Obtain a City Business License
- 2) Submit a "Home Occupation" application
- 3) Have a final building inspection

Proposed Motion:

Handle as a consent calendar item

Key Facts and Information Summary:

The Newport Brewing Company, 915 SW 11th Street, has made application to the Oregon Liquor Control Commission for a "Brewing" license as a new outlet. Such a license allows for the applicant to manufacture, import, export, store, transport, sell wholesale and distribute malt beverages. The licensee may also sell malt beverages brewed on the licensed premises for consumption on the premises.

A background check of the applicant revealed no disqualifying information. The applicants also own and operate Bier One in the City Center, Deco District. The Newport Brewing Company is located in a residential district, on the south side of SW 11th Street, between SW Bay Street and SW Bayley Street. It is a single family, multi-story dwelling. The applicants have been advised of the stipulations being recommended to the City Council. They advised that they are working on these stipulations.

ORS 471.166 requires an applicant to obtain a recommendation from the local governing body in the city where the business is located. The City Council may make a "Favorable Recommendation" or an "Unfavorable Recommendation" to OLCC. The Commission will then decide if granting a license is appropriate.

Other Alternatives Considered:

Not applicable.

City Council Goals:

Public Safety related.

Attachment List:

License Application

Fiscal Notes:

There is no fiscal impact on the City other than time to process the application





OREGON LIQUOR CONTROL COMMISSION LIQUOR LICENSE APPLICATION

Application is being made for:

LICENSE TYPES

Full On-Premises Sales (\$402.60/yr)

Commercial Establishment

Caterer

Passenger Carrier

Other Public Location

Private Club

Limited On-Premises Sales (\$202.60/yr)

Off-Premises Sales (\$100/yr)

with Fuel Pumps

Brewery Public House (\$252.60)

Winery (\$250/yr)

Other: _____

ACTIONS

Change Ownership

New Outlet

Greater Privilege

Additional Privilege

Other _____

90-DAY AUTHORITY

Check here if you are applying for a change of ownership at a business that has a current liquor license, or if you are applying for an Off-Premises Sales license and are requesting a 90-Day Temporary Authority

APPLYING AS:

Limited Partnership Corporation Limited Liability Company Individuals

RECEIVED
MAY 29 2013
NEWPORT POLICE

CITY AND COUNTY USE ONLY

Date application received: 5/29/13

The City Council or County Commission: NEWPORT
(name of city or county)

recommends that this license be:

Granted Denied

By: _____
(signature) (date)

Name: _____

Title: _____

OLCC USE ONLY

Application Rec'd by: M. C. [Signature]

Date: 05/29/13

90-day authority: Yes No

1. Entity or Individuals applying for the license: [See SECTION 1 of the Guide]

① Shunk's LLC ③ _____

② _____ ④ _____

2. Trade Name (dba): Newport Brewing Company

3. Business Location: 915 SW 11th St Newport Lincoln OR 97365
(number, street, rural route) (city) (county) (state) (ZIP code)

4. Business Mailing Address: 915 SW 11th St Newport OR 97365
(PO box, number, street, rural route) (city) (state) (ZIP code)

5. Business Numbers: 541-265-8185 _____
(phone) (fax)

6. Is the business at this location currently licensed by OLCC? Yes No

7. If yes to whom: _____ Type of License: _____

8. Former Business Name: _____

9. Will you have a manager? Yes No Name: _____
(manager must fill out an Individual History form)

10. What is the local governing body where your business is located? Newport
(name of city or county)

11. Contact person for this application: Christina Simonsen 541-265-8185
(name) (phone number(s))

915 SW 11th St. N/A christina.simonsen@gmail.com
(address) (fax number) (e-mail address)

I understand that if my answers are not true and complete, the OLCC may deny my license application.

Applicant(s) Signature(s) and Date:

① [Signature] Date 4/1/13 ③ _____ Date _____

② [Signature] Date 4/1/13 ④ _____ Date _____



Ted Smith
Interim City Manager
CITY OF NEWPORT
169 S.W. Coast Hwy.
Newport, OR 97365
t.smith@newportoregon.gov

Interim Manager's Report Week Ending June 7, 2013

Following is the Manager's Report :

Interim City Manager Department Visits

The Interim City Manager spent time over the past two weeks touring departments, speaking with department heads and staff about various issues, and getting a very general idea about all City operations.

Committee Attendance

The Interim City Manager attended the following board, committee and ad-hoc committee meetings:

- Newport Planning Commission
- LinCom Executive Board Meeting
- Newport Public Library Foundation Board
- Swimming Pool Planning Group
- Wayfinding Committee

Citizens

The Interim City Manager met with various citizens, groups and clubs and part of his responsibility to be more publically available. During the past week, the City Manager met with Janet Webster, from HMSC/OSU, Michael Smith, from US Bank, Patricia Patrick-Joling, John Todd, the Rotary Club of Lincoln City and the Rotary Club of Newport.



Memo

To: Ted Smith, Interim City Manager and City Council
From: Derrick Tokos, Community Development Director
Date: June 10, 2013
Re: Department Update

MONTHLY PERMIT FIGURES

The following is a summary of May 2013 building and land use activity.

	Building Permits	Electrical Permits	Plumbing Permits	Construction Value	Land Use Actions
May	7 (\$518.07)	29 (\$2,736.96)	5 (\$1,496.43)	\$22,000	3 (\$334.00)
YTD	48 (\$36,012.32)	94 (\$14,451.20)	28 (\$8,494.45)	\$4,930,722	14 (\$5,219.00)

Building permit activity included a restaurant demolition, the demolition of the old Port offices, a residential remodel, a residential accessory structure, a wall sign, and a couple of temporary signs. Land use actions include a property line adjustment, a temporary use permit and an appeal of the Teevin Bros. traffic impact analysis.

STATUS OF MAJOR CONSTRUCTION PROJECTS

Port Terminal Project: Construction is substantially complete. City is still awaiting a final write-up from the project engineer regarding deferred structural improvements. Once that report is received, final inspections can be performed and an occupancy permit issued.

Bornstein Seafood: Piling repair and construction of a new ice house. Permits issued. No inspections to date.

Lincoln County School District: Work on classrooms and storage building at High School is ongoing. Footings poured for playground building at the Intermediate School.

O'Reilly Auto Parts: Building plans have been submitted and reviewed. Awaiting submittal of outstanding plan review items.

Umpqua Bank: Footing inspections completed. Foundation is being constructed.

Safeway: Renovation is ongoing. Framing inspection completed for exterior work.

Nazarene Church Outreach/Community Center: No recent construction activity. It appears that work is being performed by volunteers and is progressing slowly.

Walgreens: Interior finish work is being completed. Anticipate issuing temporary occupancy by 6/20/13.

Maritime Museum – Issued occupancy permit on 6/6/13.

Teevin Bros. Log Yard: On 6/3/13 the City Council declined to hear the appeal of the Teevin Bros. Traffic Impact Analysis and issued an order accepting the Planning Commission's decision as the City's final decision.

SIGNIFICANT PLANNING PROJECTS

Safe Haven Hill Tsunami Evacuation Improvements: FEMA authorized and funded the Phase 1 scope of work, including supplemental geotechnical and benefit-cost analysis. Kickoff meeting with the consultants and Oregon Emergency Management (OEM) was held 3/8/13. Supplemental geotechnical work is underway. That will be followed by a benefit-cost analysis. All Phase 1 work must be completed by 1/26/14.

Creation of Land Bank for Work Force Housing: Planning Commission reviewed an agreement between the City, Lincoln Community Land Trust (LCLT), and Community Service Consortium (CSC) on 3/11/13 and recommend that it be adopted. Agreement calls for LCLT, with CSC staff support, to construct six workforce housing units over the next five years. City would make property available out of its land inventory as a "land bank." Council considered the agreement at its 4/15/13 work session, and discussed it further at a regular meeting on 5/20/13. In response to concerns from the Council, the LCLT has agreed to amend its lease terms to ensure that inheritability provisions do not result in workforce housing units being acquired by persons with incomes that would not otherwise qualify.

Vacation Rental Code Update: At this time 93 applications for VRD or B&B endorsements have been submitted. The City has conducted 83 inspections, 64 of which have passed. Many of those that have yet to pass have significant repairs that need to be undertaken. Fire egress out of bedroom windows, lack of GFCI outlets, inadequate hand railing or guard rails on staircases (primarily on decks), and strapping on water heaters were the primary issues identified through the inspection process.

Transportation System Plan (TSP) Update: Council adopted the TSP amendments on 11/5/12. Zoning code chapters for transportation impact analysis studies and street improvements for infill development were effective the first of the year. The trip budget program will be effective once the County and State adopt the proposal. The Board of County Commissioner's met on 5/1/13 to initiate the County adoption process and referred the amendments to the County Planning Commission. A hearing before the Commission has yet to be scheduled.

Agate Beach Street and Recreation Enhancements: On 8/2/12 FHWA announced that the project will be funded in the amount of \$557,696. City provided ODOT with technical information they need for the grant agreement. ODOT is working on the documents but has not provided a date for when they will be completed.

Reservoir UGB Amendment and Annexation: The expansion proposal was approved by the City Council on 5/6/13 and has been forwarded to the County for their review and approval. A meeting date for the Board of Commissioners to initiate the process has not been set.

Port of Newport/City of Newport Task Force on Access to the International Terminal: Taskforce met on 5/22/13. Determined that it did not possess enough information nor is it timely to try and identify specific alternative freight routes. Requested that City, County, and ODOT staff assist the group in identifying general criteria for identifying an appropriate route, which are to be presented to the taskforce at a future meeting.

Planning for Replacement of the Yaquina Bay Bridge: City and County staff and elected officials met with ODOT on 5/16/13 to discuss a scope of services for the data and base line modeling that the consultants will develop. This effort will take several months and is funded by ODOT Region 2 to the tune of about \$150,000.

COMMITTEE WORK

Planning Commission: Deliberated and decided the Teevin Bros. TIA appeal on 5/13/13. Held a work session on 5/28/13 to consider amendments to the Port facilities element of the Newport Comprehensive Plan and revisions to the Zoning Ordinance for Park Model RVs. The Commission held a public hearing on 5/28/13 regarding new rules for Accessory Dwelling Units, which they recommended to the Council for adoption.

CWACT Technical Advisory Committee: Newport is seeking \$1,075,000 of state funding (\$2.6 million total project cost) for construction of the SE 35th Street intersection and related improvements along Ferry Slip Road. Staff presented project to Area Commission on Transportation (ACT) on 5/23/13 and met with ODOT staff on 5/29/13 to review cost estimates. TAC to meet on 7/10/13 to make recommendations on the grant proposals.

Parking Districts: The Nye Beach committee met to discuss project priorities and to initiate a beautification project on land opposite the Arch.

FINANCE DEPARTMENT STATUS

- I. MY REPORT FOR THIS MONTH WILL BE A SHORT ONE: THE MONTH OF MAY CONSISTED OF ONE OVERRIDING ISSUE: THE CITY'S BUDGET FOR NEXT YEAR.
 - A. WE HELD THREE BUDGET COMMITTEE MEETINGS, THE DÉNOUEMENT OF WHICH WAS A BUDGET APPROVED BY THE BUDGET COMMITTEE ON MAY 31ST.
 - B. THAT BUDGET OF \$54.33 MILLION WILL SUBMITTED FOR ADOPTION TO THE CITY COUNCIL ON JUNE 17TH.
- II. **HUMAN RESOURCES (JJ)**
 - A. NEW HIRE AUTHORIZATION FORM COMPETED
 - B. UPDATED TRAVEL REIMBURSEMENT FORM AND COMPLETED TRAINING ON IT
 - C. WORK WITH WATER PLANT TO CHANGE SCHEDULING TO COMPLY WITH FLSA
 - D. RECLASSIFIED BOB FULLER; INCLUDED AN UPDATED JOB DESCRIPTION
 - E. WORKED WITH PUBLIC WORKS AND FIRE TO COME UP WITH PLAN TO ADDRESS DEFICIENCIES IN CONFINED SPACE RESCUE
 - F. COMPLETED CITY MANAGER JOB DESCRIPTION
 - G. WORKED WITH CIS AND POOL TO PUT TOGETHER PLAN FOR RETURN TO WORK FOR INJURED EMPLOYEE
- III. **OTHER FINANCE STUFF**
 - A. WE MADE SOME PHYSICAL CHANGES TO OUR OFFICE. LINDA IS NOW IN THE OPEN OFFICE IN FRONT, WHERE OUR CONFERENCE TABLE HAD BEEN LOCATED; WE RESTORED THE CONFERENCE ROOM TO ITS FORMER ENCLOSED GLORY. WE ALSO MOVED RANDI, ACCOUNTS PAYABLE, TO THE OFFICE NEXT TO DAVID. JOHN, OUR NEW ACCOUNTANT, MOVED INTO RANDI'S FORMER OFFICE. JOHN WILL SIT IN THE OPEN OFFICE COMPLEX SO THAT HE CAN EXPERIENCE THE EXHILARATION OF EXCHANGING PLEASANTRIES WITH OUR CUSTOMERS, SOMETHING WE CONTINUE TO EMPHASIZE.

May 2013

- B. THE MONTH OF MAY WAS ALSO INCLUDED TRAINING RENEE AND RANDI. BOTH ARE QUICKLY LEARNING THEIR DUTIES AND ARE FITTING NICELY INTO OUR DEPARTMENT.
- C. SOME INTERESTING "ASIDES" FROM THE MONTH OF MAY:
 - 1. 19 CUSTOMERS WERE SHUT OFF FOR NON-PAYMENT OF BILLS
 - 2. WE ISSUED 408 ACCOUNTS PAYABLE CHECKS (ABOUT 100 A WEEK).
 - 3. WE PAID ABOUT 170 EMPLOYEES
 - 4. WE BILLED FOR 32,373,000 GALLONS OF WATER, SOME WHICH WAS PAID.
 - 5. THE POLICE ISSUED 190 TRAFFIC AND PARKING CITATIONS.



*Phil Paige, Fire Chief
Newport Fire Department
245 NW 10TH ST
Newport, Oregon 97365*

June 10, 2013

To: Ted Smith, Interim City Manager
Re: May Monthly Activities

Here is a brief summary of Fire Department activities in May.

The budget has been completed and awaits formal adoption.

Melanie is expected to be back at full strength by this Wednesday.

During May, we received two more applications for volunteer firefighter, and they should be qualified quickly as they have firefighting experience. Unfortunately for us, I just got word that we will be losing Firefighter Derek Rodrigues, as he's been offered a job at Eagle Crest and he'll be moving this month. Derek was our "Rookie of the Year" in 2011 and has been an active member. He will certainly be missed. We also lost Bart Buesseler, who was a NOAA employee who had been with us for about a year and was just completing his training. He was transferred to Texas.

Overall, our volunteer recruitment efforts are going well. We had 22 volunteers on the roster as of 1/1/13, and as of 6/1/13 we are up to 28, and we have two more applicants to interview next week.

Operations –

The first weekend in May we had an explosion and power outage at the substation at 7th and Harney. We also had two simultaneous fires on that Sunday. First, we were dispatched to a fire in a commercial building that was contained to a dryer and laundry area. While that fire was in progress, we were dispatched to a fire at the Embarcadero. This was a wall fire that began in smoking materials, travelled up a concealed wall space to the attic. When it got into the attic, it was held in check by the building's fire sprinklers, while the crews extinguished the fire. Operations on these fires went well, nobody was injured, and we received mutual aid from our neighboring departments which helped us greatly.

During May, the department has responded to 163 calls for service. So far, we have responded to a total of 706 calls this year (as of 5/31).

We hired two of our volunteers as the two seasonal firefighter positions for the summer, Brandon Webber and Justin Wimpres. This allows us to staff the South Beach Station (3300) during peak periods - Fridays 2 PM- 10PM, Saturdays 10 AM-10 PM and Sundays 9 AM- 5 PM. We will also utilize them to help keep our staffing at three people during the week (covering vacations, etc.). This has already proven to be valuable, with several simultaneous calls over the past three weekends (we had 29 calls over Memorial Day weekend, alone).

Central Coast Fire Authority – The Fire Chiefs will be meeting this week to develop more specific details regarding the Administrative "Fire Authority" proposal, and the Collaboration Committee will meet again on May 28.

Respectfully submitted,
Phil Paige, Fire Chief



Memo

To: Ted Smith, Interim City Manager, and City Council
From: Rebecca Cohen, Supervising Librarian
Date: June 17, 2013
Re: Library Department Update

Professional Involvement:

While our Library Director is serving as Newport's Interim City Manager, Assistant Library Director Kay Eldon will represent us at all Oceanbooks Library Network meetings.

Other Library News

Because the esteemed members of the City Council chose our Library Director to serve as the Interim City Manager, we needed someone to help us with our regular duties. With the extra money in our budget from this change, we have hired Alice Waarvick MacGougan as a temporary full-time Library Clerk 1.

Youth Services staff has been very busy promoting the Library's annual Summer Reading programs. They've visited all the kindergarten through eighth grade classrooms and spoken to a total of 1,100 students during the last week of May and the first week of June.

Library staff spent the afternoon of May 31 promoting the Library and family literacy at the "Keeping Kids Safe" program sponsored by Toby Murry Motors. Over 50 people attended the event to have their children fingerprinted and to learn about various family programs available in the Newport community.



Memo

To: Ted Smith, City Manager (interim) and City Council
From: Jim Protiva, Parks and Recreation Director
Date: June 5, 2013
Re: Department Update - May 2013

Municipal Pool

- All swimming lessons spots have been sold this session
- Hosted 9 different rentals from schools out of town, over 700 kids
- Held several planning meetings this month developing new design concepts
- Fiesta Swim Party with games and food and music had 55 attendees

Recreation Center

- Preparations for Summer Activity Club, hired Rec leaders and planning
- Participated in Know Your Newport, a daylong Chamber program
- Handled registrations and advertising for Have-A-Heart-Walk-A-Thon

Sports Programs

- Coast Hills Classic Mountain Bike race featured 120 riders from beginners to professionals from all over the Northwest.
- Hosted the Lincoln County Middle School Track and Field Championships with over 140 athletes and around 250 spectators
- Had 4 track and field athletes place in the top 20 on Athletic.Net's **national** performance lists for their age groups.
- Formed a volunteer group to begin planning a pickleball tournament for the fall.

Newport 60 plus Activity Center

- May Day Luncheon had 43 participants
- Aging Wisely program had 30 in attendance
- Art Show Reception had 50 participants

Parks & Rec Data May 2013	Facility usage counts	# Programs offered	New annual passes	Total annual passes	New other passes	Total other passes	Drop in users
Senior Center	1,382	31	N/A	N/A	N/A	N/A	67
Sports	1,156 est. vists mult. Locations	5	N/A	N/A	N/A	N/A	656
Recreation Center	15,335	28	45	715	78	541	887
Municipal Pool	6141	8	17	145	33	91	294
Totals	23,960	72	62	860	111	632	1,904

*spectators are not required to have a pass

*Rec Center pass allows Pool use

*213 City employee/FD Volunteer active passes not inc



Noble
Professional
Dedicated

Newport Police Department
Memorandum

One Team - One Future

Date: June 11, 2013
To: Ted Smith, Interim City Manager
From: Mark J. Miranda, Chief of Police 
Subject: **May 2013 Department Report**

1. The Loyalty Days Parade occurred without any significant incidents or other problems. As usual, even with Amateur Radio Volunteers, CERT Volunteers, National Guard Volunteers, Newport Police Volunteers, and Newport Police Officers, we could not cover all areas along the parade route. We had to rely on spectators to help block some of the un-barricaded side streets. Everything worked out well.
2. Lt. Malloy and I attended a School Security Briefing conducted by the Department of Homeland Security (DHS), FBI, Secret Service, and ATF. Based on incidents elsewhere in the United States, these Federal agencies are interested in improving security around schools with the hope that damage and death will be reduced. Lincoln County was one of four school districts in Oregon selected to participate. DHS conducted a site inspection. I have not seen the results of the inspection; however, I believe the work that the School District has done over the last five years goes a long way to improving security for our schools.
3. In April the Department conducted a selective enforcement campaign to enforce distracted driving laws. Approximately 90 citations were issued within a two-week period. Citations were written for violations including talking on a cell phone, and driving encumbered (dog on lap). If the person cited did not have previous convictions for these same violations, a diversion program was offered to them. The violator would have to attend a two-hour "Distracted Driving" class taught by Ofcr. Brad Purdom. When the class was completed and a small fee paid, the citation would be dismissed and not appear on the person's driving record. About 70 people took advantage of the diversion program. One person who was cited twice for distracted driving was eligible for diversion on only the first citation.
4. The annual Lincoln County Law Enforcement Recognition Banquet (LERB) was held in May. Ofcr. Brad Purdom was named as Newport Police Department's Officer of the Year. He was

also recognized by the Partnership Against Alcohol and Drug Abuse (PAADA) for being Newport's DUII enforcer of the year.

5. I, along with members of the Fire Department, participated in a review of the Airport Emergency Plan. This annual review brings City emergency services and City staff together to update the plan as needed, and to become more familiar with what to expect should an aircraft emergency occur.
6. I continue to attend the monthly Willamette Valley Communication Center (WVCC) Advisory Board meetings. The major concern is the new Computer Aided Dispatch system (CAD). Most participating agencies are not happy with the software system. Members of one major agency have formally protested the use of the system. The system is more complicated than that used by LinCom, and not easy to use. None of the member agencies, including Newport Police, have been able to extract statistical data from the software. Once again, I am not able to provide you with our Department's monthly activity statistics.

WVCC is working with the vender to solve the many problems experienced with the new CAD system. The vender, Tiburon, is sending the project manager and programmers to Salem this week. We are hoping to have one of our Department members attend the meeting this Thursday, June 13, 2013, to help provide more insight from the field. to the problems being encountered.

7. Sgt. Ken Real resigned from the Department this month in order to pursue other endeavors. Records Clerk Kit O'Carra also submitted her notice that she would be retiring in June. Both of these individuals have contributed a lot to the Department, and will be missed. Acting Sergeant Brent Gainer will continue his role as an acting supervisor. Our priority now is to hire another police officer, then we go through the promotional process for a Sergeant. We have advertised the police officer position, with an emphasis on individuals that are currently certified or can be certified (such as an out of state officer). We will be accepting applications until the end of the month. So far we have received fifteen applications.

We opened up the Records Clerk position to internal City candidates only. The application deadline has passed, and we are looking at an individual. She would transfer to the Police Department once successfully completing a background investigation.

SUGGESTION/CONCERN/COMPLAINT FORM--CITY OF NEWPORT

Date City Notified	No. Assigned	Claimant	Suggestion/Concern/Complaint	Status
1/18/2013	195-PW-1-18-13	Hovey Grosvenor 408 SE Elm Street South Beach	Wants contact regarding drainage issues on Elm Street. It is affecting his residence. Also maintenance of gravel street.	OPENED: 1/22/13 -- Contacted Hovey at site. Cut drain ditch in with grader, and rocked and graded street. CLOSED
1/24/2013	196-PW-1-24-13	Rich Gogl	Requested NE 56th & 57th Streets be graded	OPENED: 1-25-13 -- Street was graded. CLOSED
1/25/2013	197-Fin-1-25-13	Pat Maguire	Was not notified of higher than normal water usage, so bill increased dramatically. He has repaired leak, but cannot afford the increased charges from the leak, and especially with the most recent fee increases imposed by the City.	OPENED: 1-25-13 -- This matter was referred to Finance Director
1/25/2013	198-PW-1-25-13	Nye Beach Merchants Association	Requested cleaning the Nye Beach Visual Arts Stairway	OPENED: 1-25-13 - Litter was picked up on 1-25 and 1-28. Cleaning from top down. Will complete on 1-30-13. Stairway will be checked on a monthly basis and cleaned as necessary CLOSED - 1-30-13
1/28/2013	199-PW-1-28-13	Alicia 528 NE 1st	Sewer slower draining contacted City said it was at City main.	OPENED: 1-12-2013-Checked main, opened and flowing. Spoke with Newport Plumbing jetted also. CLOSED
1/30/2013	200-PW-1-30-13	Citizen visiting City Hall	Shared concern handicap ramp has bump handicap person could fall.	OPENED 1-30-2013- Referred to Public Works. Inspected ramp could not locate any bumps. Expansion spaces--3/8" between panels. No action taken. CLOSED

2/11/2013	201-PW-2-11-13	Randy Holman	Agate Heights Apts: Holman and other tenants complaining of numerous small particles in tap water. Please contact and advise.	OPENED 2-11-13-Referred to Jason in Public Works. Mark made contact with Randy and talked about the problem. Mark checked water and could not see any problems or particles. Believe the problem is with the water heater. CLOSED
2/12/2013	202-PW-2-12-13	Sylvia Beach Hotel-Charlet Dinolt	She asked that a crew check a wastewater main and/or lateral line that is beneath the side walk on NW 3rd street. The line runs beside the North wall of the Hotel. It occasionally backs-up.	OPENED 2-12-13 Referred to PW. Checked main open & flowing, found wier in downstream mh. Talked to Charlet, she was going to talk to plumber said it has been going on for 2 months. Talked to Tim G. said wier has only been in place for about 30 days. Talk with John Newport Plumbing 2-19-13. They were still working on problem. 3-5-13 talked with Newport Plumbing they fixed pressure line everything is ok. CLOSED
2/15/2013	203-PW-2-15-13	Brett Hulet	Has a office in a building @ location in pictures. There are no handicap ramps & some of his patients have issue. Is it building owners responsibility to install ramps?	OPENED 2-15-13 Referred to Tim. Per PW Director, this is responsibility of the building owner. Called and let Mr. Hulet know the information 3-4-13. CLOSED
2/19/2013	204-PW-2-19-13	Dave Gesik	Requests gravel/blade work on short section of Dolphin between his residence and Whaler Motel.	OPENED 2-19-13-Referred to Dave Public Works. Rocked and graded on 2/22/13. CLOSED

2/26/2013	205-NPD-2-26-13	Vicki Jo Stephens	Upset with Tom Simpson. On Sat. 2/23/13 she was hit by (Bag of Beans) on his bicycle in front of the Shell Station. She was thrown into a power utility box. Officer Simpson told her "I don't have time to file a complaint because of the Seafood and Wine Festival" Ms. Stephens believes that it is because she is homeless that Simpson did not have time for her. Officer Steve Hallmark was there and asked if she was ok. At that time she thought she was but later she went to the ER. She suffered a head and neck injury. Officer Mitchell was called by her and he talked with Bag of Beans and told him to stay away from Vicki. He told her that he will be going out for a neck injury and was turning the case back over the Simpson. She is not happy with Simpson having the case and would like someone else to handle it. She would like to have something done about Bag of Beans	OPENED 2-26-13 Referred to NPD Chief. Chief Miranda conducted an investigation and determined that Sgt. Simpson conduct an investigation into the incident and found that Ms. Stephens was not truthful in her state, that she was participated in the disorderly conduct. Sgt Simpson contacted non-involved third parties and found that no assault occurred and the Ms. Stephens was the verbal aggressor in the incident. Chief Miranda sent a letter to Ms. Stephens with the results of the investigation. Chief Miranda determined that Stg. Simpson acted appropriately. CLOSED 4-22-13
3/4/2013	206-PW-3-4-13	Fisher	Sewer Line Plugged, plumber has checked to city connection.	OPENED 3-4-13 Referred to Greg. He contacted resident checked our sewer main it was open & flowing well, Contacted the other neighbors no problems . Jetted our main to make sure. Notifited Fisher 3-5-13 CLOSED.
unknown	207-PW-3-4-13	Button Plumbing	Apparent plugged line.	OPENED 3-4-13 Referred to PW His draines were plugged we jetted our main, he thanked us. Problem solved 3-4-13 CLOSED

3/6/2013	208-NPD-3-6-13	Barrett Business Services	There are numerous homeless persons using our office building as a base camp. We regularly encounter bedding,litter, urine, and feces left behind by these vagrants. They intimidate our employees, discourage our walk-in clients and prevent us from projecting a professional image at our location.	OPENED 3-6-13 Referred to NPD Chief.Area cleaned by complainant. Problem has not reoccured. Night Staff Advised for Patrol. Caller advised to call dispatch if problem returns. Extra Patrol. 3-19-13 CLOSED.
3/6/2013	209-PW-3-6-13	Dan Haden	Sewer Backing up	OPENED 3-6-13 Referred to Collections. Jetted main, had been there before a couple years age. Didn't find much/ Left message on his phone. 3-6-13 CLOSED
3/7/2013	210-PW-3-7-13	Jean Rawley	Request road grade work on SW Lake between 11th & 12th. Seriuos pot holes.	OPENED 3-7-13 Referred to Dave. Rock and Bladed. 3-8-13 CLOSED
3/9/2013	211-PW-3-9-13		The Resident Called Lincom that sewer was backing up in her house Lincom called Chuck Cooper (Street Dept) He called me. @ 3:25 P.M. I responed, saw that our main was plugged got Jetter truck.	OPENED 3-9-13 Referred to Greg Evens. Jetted the downstream Manhole unplugged the line & relieved the surcharged manhole. Claimant was contacted. CLOSED 3/9/13
3/13/2013	212-PW-3-13-13	Cheryl Atkinson	Drive by, many empty beer containers littering the Betty Wheeler Field.	OPENED 3-13-13 Referred to Jim Guenther. Sent Larry down to clean-up. 3-13-13 CLOSED
3/20/2013	213-PW-3-20-13	Frances Whited	In front of her residence school buses have caused the road to depress. Is there anyway to fix?	OPENED 3-20-13 Referred Dave. Looked at problem area and explained to her that we could not repair until asphalt plant runs again later this spring. Claiment was fine with that. Follow-up is needed Grind out and replace asphalt and base.

3/27/2013	214-PW-3-27-13	John Gesik	Lateral backed up	OPENED 3-27-13 Referred Collections. Checked Main, He wanted to Know where his lateral tied in. Have been there several times over the years. Jetted Main. Camered main. Marked his lateral out on ground. Showed him. Plumber showed up when we left. CLOSED 3-27-13
4/17/2013	215_PW-4-17-13	Carol N. Ely	Unable to get out of the drive way due to street parking. Street is too narrow. I have to Park in Street because I cannot pullout of driveway.	OPENED 4-17-13 Referred to City Manager Forwarded to PW for review & Recommendation. PW & City Manager found the condition does not warrant removal of parking. Letter sent. 4-22-13 CLOSED
4/24/2013	216-PW-4-24-13	Kathy Wyman	Turning left off of HWY 101 (in South Beach heading south) onto SE 40th street are "potholes" or the asphalt drops away and gives vechiles a jolt. Could that be fixed please?	OPENED 4-24-13 Referred to Streets. Laskey-Clifton will fill & dress pipe trench area on 4-23-13. Re-moblizing to site will maintain until asphalt placed. Claimant was notified. CLOSED 4-24-13
4/26/2013	217-PW-4-26-13	Jenny Thomas	Would like someone to stop by & assess dead tree in right-of-way, it's threatening a shore pine. Caller is elderly & has done most of the storm clean-up but not sure what to do with this. Please call 1st.	OPENED 4-26-13 Referred to Dave. Looked at tree noticed one laying on another really not a hazard at this time waiting for call back, Left message to call to verify this is the tree in question. Follow-up may need to remove tree. CLOSED 4-26-13.
4/26/2013	218-PW-4-26-13	Plumber @ Starbucks	Plumber wants help w/sewer line issue - backed up into restrooms & can't jet to connection.	OPENED 4-26-13 Referred to Greg Evens. Went To Talk with Plumber, we determined through maps & dye his lateral came out on West side of HWY 101 our line was clear, we confirmed with Tim gave him the plumbers card. CLOSED 4-26-13.

4/30/2013	219-PW-4-30-13	Jodi Worrad	Claims that adjacent lot is "owned by the city" and has lots of scotch broom, says city usually comes & clears it. Has an early bloom due to better weather.	OPENED 4-30-13 Referred to Dave. The city has never cleared this area and these are private lots in private area. Called and left message for call back did not receive. 4-30-13 CLOSED
5/14/2013	220-PW-5-14-13	Ken Cook	While in sidewalk crossin gfrom Towne Pump to Pioneer Printing, could not use his power wheel (Hover Craft) because there's a gap from the Pioneer Printing wheel chair ramp side to the sidewalk. Probably need to call ODOT.	OPENED 5-14-2013 Referred to Streets. Refured to Melissa. Pleased to know asphalt ramp will poured on 5/15 am. CLOSED 5-14-13
5/14/2013	221-PW-5-14-13	Corey	Would like SW 27th & SW 30th streets graded.	OPENED 5-14-13 Referred to Street.Rock and Graded. CLOSED 5-17-13
5/28/2013	222-PW-5-28-13	Randy Harmer	Lateral backing up. Had plumber out to open it up. This has been an on going problem.	OPENED 5-28-13 Referred to collections. Jetted main. Tried to push camera in lateral. It was full. Tried main line camera, hit concrete inserted into 8". Tim Gross was contacted. Time Gross spoke with homeowner. Homeowner is going to replumb house so that it all goes out his other new lateral. CLOSED 5-28-13
5/29/2013	223-PW-5-29-13	Carla Hall	Hall advises she tripped & Full due to loose/missing concrete pour around what appears to be water meter box @ NE 5th / Eads (fire hydrant) in front of schoo9l track. Is this city or school issue?	OPENED 5-29-13 Referred to Lanny. On 5-31-13 Crew replaced concrete around meter Box. Box was replaced by city under general maintenance. CLOSED -5-31-13
6/4/2013	224-PW-6-4-13	Dave Barkhurst	Possible sewer line leak @ Agate Beach parking area. SW corner by the bridge. 2nd hand information from spouse,no better location.	OPENED 6-4-13 Referred to Dave. Dave checked area, Dave found plugged State Parks sewer line & Leaking from cleanouts. Bob will call State Parks. State Parks was contacted they will advised and will fix. CLOSED 6-10-13

6/5/2013|225-PW-6-5-13

|Susanna Peterson

Advises there is a large gap where driveway meets road says this was paved a while ago and has degraded. Can it be filled with something? She fell due to the gap.

OPENED 6-5-13 Referred to streets. Cleaned Gap and patched back with cold mix. Peterson was contacted and happy with result. CLOSED 6-5-13



Memo

To: Ted Smith, Interim City Manager and City Council
From: Ted Jones, PE, Sr. Proj. Mgr
Date: June 17th, 2013
Re: Capital Projects Status Update

Project: **Ash Street Design and Construction**
Project Number: 2010-003
Status: Notice to proceed issued. NW Natural Gas line relocated. Street grading started.
Next Task: Complete street layout and sub-base preparation.
Budget: \$557,000
Description: Design and construct Ash Street between SE 40th St. and SE Ferry Slip Road.

Project: **Hwy 101 Crosswalk Improvements**
Project Number: 2012-001
Status: Consultant is preparing preliminary design. Staff is assisting with additional field data collection.
Next Task: Staff review of the preliminary design.
Budget: \$502,000
Description: This project will improve the visibility and safety of multiple crosswalks on Highway 101 between 15th Street and the bridge. Proposed improvements include curb extensions and/or pedestrian safety islands, improved signage and pavement markings, and in one location pedestrian activated warning lights.

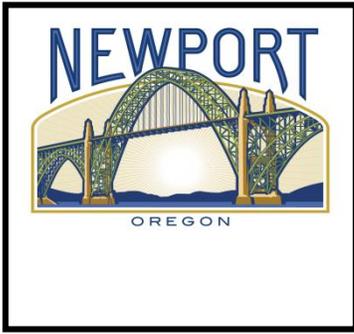
Project: **Big Creek Road Landslide Repairs**
Project Number: 2011-003
Status: Consultant is finalizing bid documents.
Next Task: Assign a bid date for late July 2013.
Budget: \$750,000
Description: This project will restore Big Creek Road. A January of 2011 storm caused portions of the road to slide away, making the road unsafe for vehicles and jeopardizing a buried water main and electrical and telecommunications overhead transmission lines. This project is 75% funded through FEMA.

Project: Lower Big Creek Reservoir Drawdown Pipe Repair
Project Number: 2012-012
Status: Contractor preparing submittals.
Next Task: Pre-Construction meeting and mobilization.
Budget: \$160,000
Description: Repair a structurally deficient and functionally obsolete 30-inch corrugated metal outfall pipe with a 24-inch HDPE Liner and structural grout.

Project: Agate Beach/NE 71st Waterlines and Lakewood Hills Pump Station
Project Number: 2011-018 and 2012-013
Status: Housing Authority of Lincoln County approved the acquisition of additional right-of-way. Additional right-of-way in negotiations with affected properties.
Next Task: Establish firm bid date for late July 2013 for waterline and Lakewood Hills PS phases.
Budget: \$1.3 MM
Description: Installing a new water distribution pipeline along US-101 in the Agate Beach area and along NE 71st St this is Phase 1 of the NE 71st St. Tank/Waterline/Pump Station project to improve pressure and fire flow. The Lakewood Hills Pump Station which will improve performance and reliability for pressure and fire flow.

Project: Hwy 101 Sewer & Water Improvements
Project Number: 2011-008
Status: Obtained an additional easement to allow for a re-route and reconnection of hydrant service.
Next Task: Start final work items 17 June 2013 and complete project.
Budget: \$1.3 MM
Description: This project replaces undersized and aging water pipes in the South Beach area, improving water capacity and pressure. In addition, sanitary sewer pipes are being extended allowing adjacent properties to connect to City services, thereby abandoning aging septic systems.

Project: AIP-020 RWY 16/34 Rehabilitation Pre-Design
Project Number: 2012-094
Status: Advertised for Bid 11 June 2013.
Next Task: Bid Opening 10 July 2013.
Budget: \$10 MM
Description: Pre-design to rehabilitate RWY 16/34 with a FAA compliant x-section, a full overlay, improved drainage, lighting, and safety areas. The last major pavement improvement project was 30 years ago and the pavement is at the end of its useful service life.



Agenda Item # VII.A. _____
Meeting Date June 17, 2013

CITY COUNCIL AGENDA ITEM SUMMARY
City of Newport, Oregon

Issue/Agenda Title Public Hearing and Possible Adoption of an Ordinance 2055, Amending the Newport Zoning Code to Allow Accessory Dwelling Units in the City’s Residential Zone Districts

Prepared By: Derrick Tokos Dept Head Approval: DT City Mgr Approval: _____

ISSUE BEFORE THE COUNCIL: Consideration of whether or not it is in the public interest to create standards for allowing Accessory Dwelling Units (ADUs) in residential areas, irrespective of existing density limitations. The Planning Commission considered the amendments at a 5/28/13 meeting and recommends they be adopted.

STAFF RECOMMENDATION: Staff recommends that the Council accept the Planning Commission’s recommendation and adopt the ordinance.

MOTIONS FOR ADOPTION: I move for reading by title only of Ordinance 2055, an ordinance amending Title XIV of the Newport Municipal Code to include standards for permitting Accessory Dwelling Units on residential properties.

KEY FACTS AND INFORMATION SUMMARY: Policy 4, Goal 2 of the Housing Element of the Newport Comprehensive Plan (updated in 2011) calls for the City to identify potential amendments to its codes in order to facilitate the development of housing affordable to Newport workers at all wages levels. Implementation Measure 4.2 of this policy specifically refers to the City adopting an ordinance to allow Accessory Dwelling Units (ADUs) in its residential zone districts. An ADU is a dwelling that is ancillary and smaller than a primary dwelling that exists on a lot or parcel. Allowing ADUs affords property owners the opportunity to construct modest, ancillary units that can be rented or used by family members or on-site care givers. ADUs are an important housing option that is in keeping with Goal 1 of the Housing Element, which encourages provision of housing in adequate numbers, price ranges, and rent levels commensurate with the financial capabilities of Newport households. Presently, ADUs are only allowed in the Wilder Planned Development.

On 3/25/13 the Newport Planning Commission initiated amendments to the Newport Zoning Ordinance, codified as Title XIV of the Newport Municipal Code (NMC), to create standards for permitting Accessory Dwelling Units. The Commission held two work sessions to develop the standards (3/25/13 and 4/8/13), and conducted a public hearing to consider a final draft on 5/28/13.

The Department of Land Conservation and Development was provided required notice on 4/5/13. Notice of the Planning Commission and City Council hearings was published in the Newport News-Times on 5/17/13 and 6/7/13.

OTHER ALTERNATIVES CONSIDERED: None.

CITY COUNCIL GOALS: Initiating amendments of this nature is a stated Council goal.

ATTACHMENT LIST:

- Proposed Ordinance
- Housing Goals and Policies, Newport Comprehensive Plan
- Minutes from the 5/28/13 Planning Commission Meeting
- Notice of the 6/17/13 Public Hearing

FISCAL NOTES: No fiscal impacts have been identified in association with these amendments.

CITY OF NEWPORT

ORDINANCE NO. 2055

**AN ORDINANCE AMENDING THE NEWPORT ZONING ORDINANCE, NMC
TITLE XIV, RELATING TO
ASSESSORY DWELLING UNITS**

Findings:

1. On March 25, 2013 the Newport Planning Commission initiated amendments to the Newport Zoning Ordinance, codified as Title XIV of the Newport Municipal Code (NMC), to create standards for permitting Accessory Dwelling Units on residential properties.
2. An Accessory Dwelling Unit (ADU) is a second dwelling unit created on a lot or parcel that already contains a house, attached house, or manufactured home. The second unit is created auxiliary to, and is always smaller than the primary residence.
3. Authorizing ADUs in residential zoning districts, irrespective of existing density limitations, creates an avenue for property owners to construct modest, ancillary residential units that can be rented to persons employed in the City. This is consistent with Policy 4, Goal 2 of the Housing Element of the Newport Comprehensive Plan, which calls for the City to identify potential amendments to its codes in order to facilitate the development of housing affordable to Newport workers at all wages levels.
4. Desirability of ADUs is not limited to persons interested in generating rental income, as they are often constructed for the purpose of providing housing for family members, or on-site care givers. ADUs are an important housing option that are consistent with the objectives of Goal 1 of the Housing Element, which encourages provision of housing in adequate numbers, price ranges, and rent levels commensurate with the financial capabilities of Newport households.
5. Other than those addressed above, no Comprehensive Plan policies or provisions apply to this proposed amendment of the Newport Zoning Ordinance.
6. The Newport Planning Commission discussed the proposed code amendments at work sessions on March 25, 2013 and April 8, 2013. The Commission held a public hearing on May 28, 2013 and voted to recommend adoption of the amendments.
7. The City Council held a public hearing on June 17, 2013 regarding the question of the proposed revisions and voted in favor of their adoption after considering the recommendation of the Planning Commission and evidence and argument in the record.
8. Information in the record, including affidavits of mailing and publication, demonstrate that appropriate public and Agency notification was provided for both the Planning Commission and City Council public hearings.

THE CITY OF NEWPORT ORDAINS AS FOLLOWS:

Section 1. The above findings are hereby adopted as support for the amendments to the Newport Zoning Ordinance, NMC Title XIV, adopted by this Ordinance No. 2055.

Section 2. The following definition for the term “Accessory Dwelling Unit” is hereby inserted alphabetically into Section 14.01.020, Definitions, above the definition for the term “Accessory Structure or Use”:

Accessory Dwelling Unit. A second dwelling unit created on a lot with a house, attached house, or manufactured home. The second unit is created auxiliary to, and is always smaller than the house, attached house, or manufactured home.

Section 3. NMC 14.03.050, Residential Uses, is hereby amended to add “B. Accessory Dwelling Units” alphabetically under “A. Residential” and a “P” to indicate that Accessory Dwelling Units are permitted within in the R-1, R-2, R-3 and R-4 zones. All subsequent existing residential uses are hereby relettered, accordingly.

Section 4. NMC Chapter 14.16, Accessory Uses and Structures, is hereby repealed in its entirety and replaced with the new Chapter 14.16, attached and incorporated herein by this reference as Exhibit "A."

Section 5. This ordinance shall take effect 30 days after passage.

Date adopted and read by title only: _____

Signed by the Mayor on _____, 2013.

Sandra Roumagoux, Mayor

ATTEST:

Margaret M. Hawker, City Recorder

CHAPTER 14.16 ACCESSORY USES AND STRUCTURES

14.16.010 Purpose. The provisions of this section are intended to establish the relationship between primary and accessory structures or uses and to specify development criteria for accessory structures or uses.

14.16.020 General Provisions.

- A. Accessory uses and structures are those of a nature customarily incidental and subordinate to the primary use of a property. Typical accessory structures include detached garages, sheds, workshops, greenhouses, gazebos and similar structures that, with the exception of Accessory Dwelling Units, are not intended for habitation by people. The Community Development Director, or the Director's designee, shall determine if a proposed accessory use is customarily associated with, and subordinate to, a primary use and may at his/her discretion elect to defer the determination to the Planning Commission. A determination by the Planning Commission shall be processed as a code interpretation pursuant to Section 14.52.001, Procedural Requirements.
- B. An accessory use or structure shall be subject to, and comply with, the same requirements that apply to the primary use except as provided in this section.

14.16.030 Accessory Use or Structure on a Separate Lot or Parcel. An accessory use or structure may be located on a lot or parcel that is separate from the primary use provided:

- A. The lot or parcel upon which the accessory use or structure is to be located is contiguous to the property containing the primary use; and
- B. The subject lots or parcels are under common ownership and within the same zone district; and
- C. A deed restriction, in a form approved by the City, is recorded stating that the property on which the accessory use or structure is to be located cannot be sold or otherwise transferred separate from the lot or parcel containing the primary use. This restriction shall remain in effect until a primary use is situated on the same lot or parcel as the accessory building or the accessory building is removed.

14.16.040 Development Standards (excluding Accessory Dwelling Units).

Accessory buildings and structures, except for Accessory Dwelling Units, shall conform to the following standards:

- A. The maximum floor area of the accessory structure in a residential zoning district shall not exceed 1,500 square feet or 65% of the total floor area of the primary structure, whichever is less.
- B. The maximum height of an accessory building in a residential zoning district shall not exceed that of the primary structure.

- C. Accessory buildings shall not extend beyond the required front yard setback lines of adjacent lots or parcels.
- D. Regardless of the setback requirements, a rear yard in a residential zone district may be reduced to five (5) feet for a one-story detached accessory building provided the structure does not exceed 625 square feet in size and 15 feet in height.

14.16.050 Development Standards - Accessory Dwelling Unit Standards.

Accessory Dwelling Units shall conform to the following standards:

- A. Accessory Dwelling Units are exempt from the housing density standards of residential zoning districts.
- B. A maximum of one Accessory Dwelling Unit is allowed per lot or parcel.
- C. The maximum floor area for an Accessory Dwelling Unit shall not exceed 600 square feet or 50% of the area of the primary dwelling, whichever is less.
- D. Accessory Dwelling Units may be a portion of the primary dwelling, attached to a garage, or a separate free-standing unit.
- E. The maximum height of an Accessory Dwelling Unit detached from the primary dwelling shall not exceed that of the primary dwelling. An Accessory Dwelling Unit attached to the primary dwelling is subject to the height limitation of the residential zone district within which it is located.
- F. Accessory Dwelling Units shall not extend beyond the required front yard setback lines of the adjacent lots or parcels.
- G. Exterior materials used to construct an Accessory Dwelling Unit shall be the same as those of the primary dwelling or garage.
- H. An Accessory Dwelling Unit shall share water, sewer, electric, and gas connections with the primary dwelling.
- I. Either the primary residence or Accessory Dwelling Unit shall be owner-occupied. The property owner shall prepare and record a covenant or deed restriction in a form acceptable to the city, providing future owners with notice of this requirement.
- J. One off-street parking space shall be provided for each Accessory Dwelling Unit. This requirement is in addition to off-street parking standards that apply to the primary dwelling.

14.16.060 Conditional Use Approval of Accessory Dwelling Units. If one or more of the standards of this chapter cannot be met, an owner may seek approval of an Accessory Dwelling Unit as a Conditional Use, pursuant to Chapter 14.34. A Conditional Use Permit may allow relief from one or more of the standards of this chapter, but does not excuse the owner from complying with the standards that can be satisfied.

HOUSING GOALS, POLICIES, AND IMPLEMENTATION MEASURES

Goals:

Goal 1: To provide for the housing needs of the citizens of Newport in adequate numbers, price ranges, and rent levels which are commensurate with the financial capabilities of Newport households.

Goal 2: To provide adequate housing that is affordable to Newport workers at all wage levels.

Policy 1: The City of Newport shall assess the housing needs and desires of Newport residents to formulate or refine specific action programs to meet those needs.

Implementation Measure 1.1: The City of Newport shall establish a set of verifiable and empirically measurable metrics to track trends in housing development and affordability. The metrics should be based on readily available data sets that are available on an annual basis and should include income and housing cost trends, housing sales, building permits by type and value, as well as others.

Implementation Measure 1.2: The Community Development Department shall prepare annual housing activity reports that include data on residential building permits issued, residential land consumption, and other indicators relevant to housing activity.

Implementation Measure 1.3: The Community Development Department shall conduct an assessment of the housing needs of Newport residents and workforce every five years. This assessment shall focus on the implementation measures and related housing programs as described in the Housing section of the Newport Comprehensive Plan.

Implementation Measure 1.4: The City of Newport shall assess the use of creative funding and land use tools to facilitate the development of government-assisted housing and workforce housing. Tools to be evaluated include urban renewal, lodging tax revenues, system development charge structures, in lieu fees, and others.

Policy 2: The city shall cooperate with private developers, nonprofits, and federal, state, and local government agencies in the provision and improvement of government assisted and workforce housing.

Implementation Measure 2.1: The City shall establish a residential land bank program with the intent of facilitating the development of government-assisted and workforce housing.

Policy 3: The city shall encourage diversity and innovation in residential design, development and redevelopment that is consistent with community goals.

Implementation Measure 3.1: The City shall review the potential for establishing policies and locations for transitional housing in ORS 446.265.

Implementation Measure 3.2: The City shall review options for allowing innovative housing design including pre-approved housing plans. The review shall consider impacts on government assisted or workforce housing on innovative design and should include consideration of innovative options that would result in an increase of workforce or government-assisted housing.

Implementation Measure 3.3: The City shall evaluate how the zoning code can be modified to create more flexibility for innovative housing design, such as form-based code options, or modifications to the conditional use process.

Policy 4: The City of Newport shall designate and zone land for different housing types in appropriate locations. Higher density housing types shall be located in areas that are close to major transportation corridors and services.

Implementation Measure 4.1: The City of Newport shall review the comprehensive plan and zoning maps to ensure that low- and high-density residential lands are located in areas that are appropriate to associated housing types.

Implementation Measure 4.2: The City of Newport shall review the Newport Zoning Code to identify potential amendments related to facilitating the development of needed housing types. The review shall, at a minimum, include the following elements: (1) reduced minimum lot size in the R-1 and R-2 zones; (2) allowing small homes under certain circumstances; (3) adoption of an accessory dwelling unit ordinance; and (4) street width standards. Any proposals to reduce minimum lot sizes shall consider building mass and the potential need to reduce lot coverage allowances.

Policy 5: The City of Newport shall coordinate planning for housing with provision of infrastructure. The Community Development Department shall coordinate with other city departments and state agencies to ensure the provision of adequate and cost-effective infrastructure to support housing development.

Implementation Measure 5.1: The Community Development Department shall review functional plans (e.g., water, wastewater, transportation, etc.) to identify areas that have service constraints or will be more expensive to service. This review shall occur in conjunction with the five-year housing needs evaluation described in Implementation Measure 1.3.

Policy 6: The City of Newport shall discourage, and in some cases, prohibit the development of residences in known environmentally hazardous or sensitive areas where legal and appropriately engineered modifications cannot be successfully made. In support of this policy, the city shall inventory, and to the greatest extent possible, specifically designate areas that are not buildable or require special building techniques.

Policy 7: As much as possible, the City of Newport shall protect residential development from impacts that arise from incompatible commercial and industrial uses; however, the city also recognizes that some land use conflicts are inevitable and cannot be eliminated. Where such conflicts occur, the uses shall be buffered, where possible, to eliminate or reduce adverse affects. Residences that develop next to objectionable uses are assumed to be cognizant of their actions, so no special effort by the adjacent use is required. The residential development will, therefore, be responsible for the amelioration of harmful affects.

Implementation Measure 7.1: The City of Newport shall investigate and evaluate housing programs that may reduce the costs on renters and home buyers.

Implementation Measure 7.2: The City of Newport shall eliminate any unnecessary review processes.

Policy 8: The City of Newport recognizes that mobile homes and manufactured dwellings provide an affordable alternative to the housing needs of the citizens of Newport. The city shall provide for those types of housing units through appropriate zoning provisions.

Implementation Measure 8.1: The City of Newport shall review the mobile home park inventory maintained by the Oregon Department of Housing and Community Services to identify parks that may be at risk of transition to commercial uses. Mobile home parks represent a low-cost housing alternative for lower income households. The City should consider strategies to mitigate the conversion of mobile home parks into other uses including working with park owners or managers.

Implementation Measure 8.2: The City of Newport shall review the zoning code to allow and encourage “park model” RVs as a viable housing type. This review should include establishing appropriate definitions for Park Model RVs, establishing appropriate development standards, reviewing minimum lot sizes, and establishing a set of pre-approved Park Model plans.

Draft Minutes
City of Newport Planning Commission
Regular Session
Newport City Hall Council Chambers
Monday, May 28, 2013

Commissioners Present: Jim Patrick, Jim McIntyre, Rod Croteau, and Bill Branigan.

Commissioners Absent: Mark Fisher (*excused*), Glen Small (*excused*), and Gary East.

City Staff Present: Community Development Director Derrick Tokos and Executive Assistant Wanda Haney.

A. Roll Call. Chair Patrick called the meeting to order in the Council Chambers of Newport City Hall at 7:02 p.m. On roll call, McIntyre, Croteau, Patrick, and Branigan were present; with Fisher and Small absent but excused, and East absent.

B. Approval of Minutes.

1. Approval of the Planning Commission regular session meeting minutes of May 13, 2013.

MOTION was made by Commissioner Croteau, seconded by Commissioner McIntyre, to approve the Planning Commission minutes as presented. The motion carried unanimously in a voice vote.

C. Citizen/Public Comment. No comments on non-agenda items.

D. Consent Calendar. Nothing on the consent calendar.

E. Action Items.

1. Motion to initiate amendments to the Port Facilities element of the Newport Comprehensive Plan. Tokos noted that we haven't always done this; but this is the cleanest way to do it. By initiating the action by motion, there will be a record that the amendment was initiated. Later on, the Planning Commission will have a hearing.

MOTION was made by Commissioner Croteau, seconded by Commissioner Branigan, to initiate an update to the Comprehensive Plan by working on an amendment to the Port Facilities element.

F. Public Hearings.

Legislative Actions:

1. File No. 1-Z-13: Consideration of proposed legislative text amendments to Section 14.01.020 (Definitions), Subsection 14.03.050 (Residential Uses), and Chapter 14.16 (Accessory Uses and Structures) of the Newport Zoning Ordinance as codified in the Newport Municipal Code to create standards for permitting Accessory Dwelling Units (ADUs) on residential properties. The Planning Commission will make a recommendation on this matter to the City Council.

Patrick opened the public hearing for File No. 1-Z-13 by reading the summary of the file from the agenda. He presented the statement of rights and relevance and asked for the staff report. Tokos noted that the packets included the draft amendments to the Newport Zoning Ordinance that would provide the option to construct ADUs on residential lots with very specific standards spelled out in detail. This would implement Policy 4, Goal 2 of the Housing element of the Newport Comprehensive Plan in order to facilitate affordable housing. The Housing element encourages providing housing in a price range that working folks might be able to achieve. Tokos explained that an ADU is a dwelling unit ancillary to a primary dwelling on a piece of property. The standards spell out how the ADU shall architecturally match the primary dwelling. The ADU shall share the same primary utilities, which are spelled out. An ADU is limited in square footage to 50% of the primary dwelling or no more than 600 square feet. An ADU may be adjoined to the primary dwelling, over a garage, or free-standing. Tokos said that this type of housing is viewed as being constructed for rental income, and he expects that will happen in some cases. Tokos noted that the only place where ADUs are currently permitted are in the Wilder development where they came in with specific language, which the Planning Commission reviewed and approved. That is what this code is largely modeled after. There is one unit in Wilder, which Tokos believes is for rental because it is close to the college. Tokos said you can also expect this to be a favorable option for someone who has aging parents and want to care for them on their property. For the elderly who need a caregiver, an ADU can provide a place for the caregiver to live on site. Or it could be for an older child still trying to find their way in life. The setback requirements that apply are spelled out in the standards. Tokos noted that he had the entire record with him. He said that the Planning Commission has conducted a number of work sessions, and the language is more or less the way they want it. If the

Commissioners have any changes, this meeting is the time to bring that up. Branigan asked if the ADU requires the same geologic clearances whether attached or detached. Tokos said yes, the trigger mechanisms are the same irrespective of construction. The ADU would be viewed the same as any other structure. He said that if it's free-standing for example, and there is enough earth movement so that it is not exempted, that triggers the requirement right there. If the ADU is on the second floor that wasn't designed for that weight and there has to be foundation work then that triggers it. If it is on a second floor that was designed for the additional load and it is not altering the footprint, that wouldn't trigger the need for a geo report. Branigan noted that one off-street parking space is required for an ADU. An ADU could be for rental purposes, and we just modified the vacation rental code. One of the things we set up there was that every bedroom required an off-street parking space, but they couldn't pave over the existing foliage to make parking spaces and there were landscaping requirements for vacation rentals. He wondered if those would still apply to an ADU. Tokos said that if the ADU was used for vacation rental purposes, it would. They would have to get an endorsement, and all standards apply. Tokos said that one of the ADU standards is that at least one of the units has to be owner-occupied. One incentive is that they are exempted from the density standards in residential districts. Tokos said this is an option we will see materialize in many areas of the community.

MOTION was made by Commissioner McIntyre, seconded by Commissioner Branigan, to approve the changes to the Accessory Uses and Structures code (Chapter 14.16) and related sections to address ADUs and forward a favorable recommendation to the City Council. The motion carried unanimously in a voice vote.

G. New Business. No new business.

H. Unfinished Business. No unfinished business.

I. Director's Comments.

1. Tokos updated the Commission on the Teevin TIA. An appeal of their decision of approval was received. At their meeting on June 3rd, the Council will decide how they want to deal with the appeal. They have three options. They can find that circumstances warrant another full evidentiary hearing; in which case they would have to find that new information came up that was not available at the Planning Commission level or there is enough community interest. They have some discretion on how that plays out. Another option is that they can have an on-the-record review hearing. As part of the appeal, the appellant had to pay for preparation of a verbatim transcript. That is prepared, and that is what the Council would be looking at. Arguments can be made that are specific to what is already in the record. The third option is for the Council to say that they respect the Commission's decision and to recommend denying the appeal without holding a hearing and accept the Planning Commission's decision as the final decision from the City. If no hearing is held, the City will refund the appellant's fees they paid. An appeal could then be taken to LUBA. LUBA wouldn't look favorably on the City if we kept the money when no hearing was held. The Council's decision for the last option would be largely based on the fact that the staff decision and the Planning Commission decision are essentially the same. We have now had two full decisions where we came out with the same outcome, so it's really not in the Council's interest to do a third meeting. Had the decisions been different, that may warrant a third hearing.

2. Tokos noted that he and Councilor Sawyer went to Albany to position ourselves for state funding of over a million dollars for projects in South Beach. That whole project involving the relocation of the light from 32nd to 35th and Ferry Slip realignment is about \$2.6 million. Our share out of the South Beach Urban Renewal is \$1.5 million. The state grant is over \$1 million. Ours is the only project in our area they are looking at that involves road construction. Our project should get a top recommendation out of our area. Then we will be considered against other areas. Urban Renewal may not be available for match down the road. A decision on this will happen this fall.

3. Tokos said that the budget meetings are continuing. The next meeting is on Thursday, and he thinks that will be the last one. Tokos will cover Community Development, Urban Renewal, and System Development Charges. He believes that economic development will be discussed in great detail. Discussion will be whether the City helps fund a business recruitment coordinator. The Budget Committee is struggling with competing demands and additional utility fees. They are considering whether or not to take general fund dollars to backfill what would otherwise be higher utility rates. Tokos said that the Commissioners are welcome to attend on the 30th at 6:00 p.m. He said that they may end up talking about housing as well. The transit will probably also be discussed. There is a recommendation expected for whether funding of the \$90,000 for the loop system that is coming out of room tax should continue at this point or not. Right now it's not in the budget. This affects a number of policies. It is part of the TSP. He said hopefully we can avoid this. The Council may be looking at a number of areas for policy obligations and how to carry those out.

4. The final meeting of the group that was formed to make a recommendation for an alternative to John Moore Road to the Port facility was held last week. Tokos believes that group is simply going to make a recommendation of things to consider for establishing such a route and not try to establish a route because it is not viable to actively pursue that right now. They feel they can at least sign in on a recommendation of what some factors should be once it's time for that conversation.

Croteau wondered if on the appeal of the Commission's decision, there was some new basis stated. Tokos said that wasn't necessary at all. It's not uncommon for someone to try to come up with new arguments, but they didn't try to do that. It is basically the same.

Croteau said that he felt that the Commission spent some good effort on the ADU code. He said we have to make affordable housing, and ADUs are a good step in that direction. With our aging population, it may benefit a lot more people than we are thinking about at this time.

J. Adjournment. Having no further business to discuss, the meeting adjourned at 7:25 p.m.

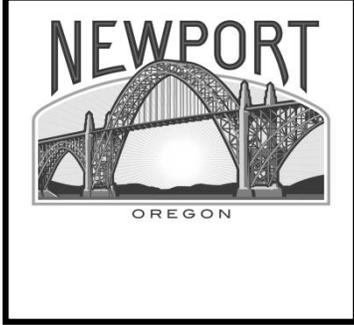
Respectfully submitted,

Wanda Haney
Executive Assistant

**CITY OF NEWPORT
NOTICE OF A PUBLIC HEARING**

The Newport City Council will hold a public hearing on Monday, June 17, 2013, at 7:00 p.m. or shortly thereafter in the City Hall Council Chambers to consider File No. 1-Z-13. The request is for legislative text amendments to Section 14.01.020 (Definitions), Subsection 14.03.050 (Residential Uses), and Chapter 14.16 (Accessory Uses and Structures) of the Newport Zoning Ordinance as codified in the Newport Municipal Code to create standards for permitting Accessory Dwelling Units (ADUs) on residential properties. Pursuant to Newport Municipal Code (NMC) Section 14.36.010, the Council must find that the change is required by public necessity and the general welfare of the community. Testimony and evidence must be directed toward the request above or other criteria, including criteria within the Comprehensive Plan and its implementing ordinances, which the person believes to apply to the decision. Failure to raise an issue with sufficient specificity to afford the city and the parties an opportunity to respond to that issue precludes an appeal, including to the Land Use Board of Appeals, based on that issue. Testimony may be submitted in written or oral form. Oral testimony and written testimony will be taken during the course of the public hearing. The hearing may include a report by staff, testimony from the applicant and proponents, testimony from opponents, rebuttal by the applicant, and questions and deliberation by the City Council. Written testimony sent to the Community Development (Planning) Department, City Hall, 169 SW Coast Hwy, Newport, OR 97365, must be received by 5:00 p.m. the day of the hearing to be included as part of the hearing or must be personally presented during testimony at the public hearing. The proposed code amendments, additional material for the amendments, and any other material in the file may be reviewed or a copy purchased at the Newport Community Development Department (address above). Contact Derrick Tokos, Community Development Director (541) 574-0626 (address above).

(FOR PUBLICATION ONCE ON FRIDAY, JUNE 7, 2013)



Agenda Item # VII.B.
Meeting Date 6-17-2013

CITY COUNCIL AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title: Public Hearing and Consideration of Resolution No. 3634 Regarding the Adoption of the Budget for Fiscal Year ending 30 June 2014

Prepared By: djm Dept Head Approval: _____ City Manager Approval:

Issue Before the Council:

Consideration of Resolution No. 3634 Regarding the Adoption of the Fiscal Year ending 30 June 2014

Staff Recommendation:

Staff recommends that Council hold a public hearing on the Approved Budget and subsequently adopt Resolution No.3634, adopting the Fiscal Year 2014 City of Newport Budget.

Proposed Motion:

"I move to adopt Resolution No. 3634, adopting the City of Newport Fiscal Year 2014 budget and making appropriations.

Key Facts and Information Summary:

The Budget Committee has approved a budget for the Fiscal Year ending 30 June 2014. The next step is a public hearing before the city Council regarding the adoption of that budget; Resolution No. 3634 has been prepared for the adoption of the budget after the public hearing. The public hearing has been properly advertised for this date and all actions taken to adopt the budget complies with Oregon Budget Law. The City Council has the latitude to increase individual fund expenditures by no more than 10 percent; if the Council wants to increase expenditures by more than 10 percent, it must publish notice of a second budget hearing and a new financial summary, and hold a second hearing before the adoption of the modified budget.

Other Alternatives Considered:

None

City Council Goals:

None

Attachment List:

None

Fiscal Notes: None

**CITY OF NEWPORT
RESOLUTION NO. 3634**

A RESOLUTION ADOPTING THE FISCAL YEAR 2013 - 2014 BUDGET AND MAKING APPROPRIATIONS

THE CITY OF NEWPORT RESOLVES THAT the budget for fiscal year 2013- 2014 be adopted in the sum of **\$49,926,829.00** ; this budget is available for review now at City Hall.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2013, and for the purposes shown below are hereby appropriated as follows:

FUND	<u>Adopted Budget</u>	FUND	<u>Adopted Budget</u>
<u>101 - General Fund</u>		<u>401 - Parks and Recreation Fund</u>	
City Administration	1,819,980	Administration	154,238
Police	3,447,728	Senior Center	144,753
Fire	2,073,212	Swimming Pool	384,591
Library	1,014,715	Recreation Center	424,782
Community Development	356,549	Recreation Programs	113,041
Facilities and Parks	878,444	Sports Programs	105,556
Non-Departmental	331,500	Contingency	16,143
Transfer to Housing Fund	7,000	<u>Total</u>	<u>\$ 1,343,104</u>
Transfer to Building Insp. Fund	3,000		
Transfer to Debt Service Fund	141,391	<u>402 - Airport Fund</u>	
Transfer to Airport Fund	774,279	Airport Operations	9,149,325
Transfer to Parks & Rec Fund	442,260	Airport FBO	422,377
Transfer to Street Fund	65,673	Transfer to Debt Service	6,932
Contingency	74,443	Contingency	28,950
Total	<u>\$ 11,430,174</u>	Total	<u>\$ 9,607,584</u>
<u>201 - 203 Debt Service Funds</u>		<u>403 - Room Tax Fund</u>	
Debt Service Fund 201	2,318,808	Materials and Services	854,900
Debt Service Fund 202	633,556	Capital Outlay	481,000
Debt Service Fund 203	377,867	Transfer to General Fund	1,292,000
Contingency	1,000	Transfer to Airport Fund	29,000
Total	<u>\$ 3,331,231</u>	Transfer to Debt Service Fund	180,500
		Transfer to Parks & Recreation Fund	180,500
		Contingency	87,100
		Total	<u>\$ 2,924,500</u>
<u>301 - Public Works Admin & Eng</u>		<u>404 - Building Inspection Fund</u>	
Personnel Services	613,102	Personal Services	114,856
Materials & Services	120,224	Materials & Services	152,988
Capital Outlay	65,000	Transfer to General Fund	433,195
Contingency	71,241	Total	<u>\$ 701,039</u>
Total	<u>\$ 869,567</u>		
<u>302 - Streets Fund</u>		<u>405 - Public Parking Fund</u>	
Streets Maintenance	686,316	Public Parking - General	0
Storm Drain Maintenance	448,281	Nye Beach Parking District	1,901
Transfers to Debt Service Fund	61,250	City Center Parking District	8,144
Contingency	73,289	Bay Front Parking District	16,254
Total	<u>\$ 1,269,136</u>	Contingency	252,455
		Total	<u>\$ 278,754</u>
<u>303 - Water Fund</u>		<u>406 - Agate Beach Closure Fund</u>	
Water Treatment Plant	805,340	Materials & Services	42,261
Water Distribution	910,970	Contingency	1,412,739
Water - Capital Projects	981,824	Total	<u>\$ 1,455,000</u>
Water - Non-Departmental	729,594		

Transfers to Debt Service	206,071		
Contingency	166,700		
Total	\$ 3,800,499		
304 - Wastewater Fund			
Wastewater Treatment Plant	1,224,833		
Wastewater Collection	618,155		
Wastewater - Capital Projects	605,407		
Wastewater - Non-Departmental	837,218		
Transfers to Debt Service	654,527		
Contingency	134,860		
Total	\$ 4,075,000		
305 - Line Undergrounding Fund			
Materials & Services	-		
Capital Outlay			
Transfer to Debt Service Fund	58,535		
Contingency	431,465		
Total	\$ 490,000		
306 - SDC Funds			
SDC - Streets			
SDC - Water			
SDC - Wastewater			
SDC - Parks	68,388		
SDC - Storm Drain			
SDC - Administration	10,000		
Transfer to Debt Service Fund	10,000		
Transfer to Capital Projects Fund	426,301		
Contingency	478,565		
Total	\$ 993,254		
		407 - Housing Fund	
		Materials & Services	188,924
		Contingency	
		Total	\$ 188,924
		601 - Capital Projects Fund	
		Capital Outlay	\$ 4,958,821
		TOTAL APPROPRIATIONS	\$ 47,716,587
		NON-APPROPRIATED BUDGET REQUIREMENTS	
		UEFB ⁽¹⁾ , General Fund	1,135,970
		UEFB, Streets Fund	
		UEFB, Water Fund	50,000
		UEFB, Wastewater Fund	50,000
		UEFB, SDC Fund	5,500
		UEFB, Parks & Recreation Fund	31,703
		UEFB, Airport Fund	127,276
		Reserve for Future Capital, General Fund	145,000
		Reserve for Future Loan Payments	571,406
		Reserve for Future Capital, WW Fund	
		Reserve for Future Capital, Airport Fund	
		Reserve for Future Capital, Streets Fund	93,384
		Total Non-Appropriated	\$ 2,210,239
		TOTAL USES OF FUNDS	\$ 49,926,829

UEFB ⁽¹⁾ = Unappropriated Ending Fund Balance

PASSED AND ADOPTED BY THE CITY COUNCIL OF NEWPORT ON THIS 17th DAY OF JUNE, 2013

Attest:

Signed:

Margaret Hawker, City Recorder

Sandra Roumagoux, Mayor



Agenda Item #
Meeting Date

VII.C.
17 June 2013

CITY OF NEWPORT AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title: State Sharing Revenue

Prepared By: The Ol' Dawg Dept Head Approval: _____ City Mgr Approval:

Issue Before the Council:

To receive "State Sharing Revenue," the City must pass a resolution.

Staff Recommendation: Staff recommends that the City Council pass the attached resolution.

Proposed Motion: I move to adopt Resolution No. 3636.

Key Facts and Information Summary:

State Revenue Sharing Law, ORS 221.770, requires cities to pass an ordinance or resolution each year; this resolution must state that the City wants to receive state revenue sharing money. A copy of this resolution must be filed with Shared Financial Services of the Department of Administrative Services before July 31st.

Other Alternatives Considered: None

Fiscal Notes: Each year, we receive \approx \$60,000 - \$70,000 of State Shared Revenue.

CITY OF NEWPORT

RESOLUTION NO. 3636

**A RESOLUTION DECLARING THE CITY'S ELECTION
TO RECEIVE STATE SHARED REVENUES**

THE CITY OF NEWPORT resolves that, pursuant to ORS 221.770, the City hereby elects to receive State Shared Revenues for the Fiscal Year 2012/2013.

This resolution will become effective immediately.

Adopted by the Newport City Council on June 17, 2012

Sandra Roumagoux, Mayor

Attest:

Margaret M. Hawker, City Recorder



Agenda Item # VII.D.
Meeting Date June 17, 2013

CITY COUNCIL AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title: Public Hearing on and Consideration of Resolution No. 3638 Regarding the Imposition and Categorization of Ad Valorem Taxes for the Fiscal Year 2013-2014 Budget

Prepared By: Marshall Dept Head Approval: _____ City Manager Approval: _____

Issue Before the Council:

Consideration of Resolution No. 3638 Regarding the Imposition and Categorization of Ad Valorem Taxes for the Fiscal Year 2013-2014 Budget.

Staff Recommendation:

Adopt the Resolution.

Proposed Motion:

"I move to adopt Resolution No. 3638 imposing and categorizing ad valorem taxes for the Fiscal Year 2013-2014 budget.

Key Facts and Information Summary:

The Budget Committee has approved a budget for Fiscal Year 2013-2014. The next step is a public hearing before the City Council regarding the budget. A resolution has been prepared imposing and categorizing the ad valorem taxes for Fiscal Year 2013-2014. The public hearing has been properly noticed and the City has complied with all actions required by Oregon Budget law.

Other Alternatives Considered:

None

City Council Goals:

None

Attachment List:

Resolution No. 3638

Fiscal Notes: None

**CITY OF NEWPORT
RESOLUTION NO. 3638**

**A RESOLUTION IMPOSING AND CATEGORIZING AD VALOREM TAXES
FOR THE CITY OF NEWPORT, FISCAL YEAR 2013- 2014**

BE IT RESOLVED City Council for the City of Newport hereby imposes the taxes provided for in the City's Adopted Budget for Fiscal Year 2013 - 2014 at the rate of \$5.5938 per \$1,000 of assessed value, plus and amount of \$1,862,000 for the debt fund; and that these taxes are hereby imposed and categorized upon the assessed value of all taxable property within the City for the tax year 2013-2014. The following allocations constitute the above aggregate levy.

General Fund:	\$5.5938/\$1,000
Wastewater Bonded Debt:	\$1,000,703
Water Treatment Plant Bonded Debt:	\$861,715

BE IT FURTHER RESOLVED that the City Council of the City of Newport hereby categorizes the imposed taxes for the Fiscal Year 2013-2014 as follows:

Subject to the General Government Limitation:	General Fund:	\$5.5938/\$1,000
Excluded from the General Government Limitation:	Debt Fund:	\$1,862,418

Attest:

Signed:

Margaret Hawker, City Recorder

Sandra Roumagoux, Mayor



Agenda Item # VII.E.
Meeting Date June 17, 2013

CITY OF NEWPORT AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title: Public Hearing on, and Consideration of Resolution No. 3635 adopting a Supplemental Budget for Fiscal Year 2013

Prepared By: The Ol' Dawg Dept Head Approval: _____ City Mgr Approval: _____

Issue Before the Council: Consider amending the City's Fiscal Year 2012/2013 annual budget to address increased appropriation changes in the General Fund

Staff Recommendation: Staff recommends holding a public hearing to adopt a Supplemental Budget for the General Fund.

Proposed Motion: I move to adopt Resolution No.3635, a resolution adopting the City's Fiscal Year 2012/2013 supplemental budget and making appropriations.

Key Facts and Information Summary: The dynamic situation with FAA funding of the AIP projects results in the likely receipt of funding of \$600,000 more than we had budgeted for this fiscal year. Accordingly, the City must adopt a Supplemental Budget for the following reasons:

Other Alternatives Considered: None

Fiscal Notes: The Supplemental Budget authorizes the City to legally expend monies, not previously appropriated, during this fiscal year.

CITY OF NEWPORT
RESOLUTION NO. 3635

A RESOLUTION ADOPTING
A SUPPLEMENTAL BUDGET AND MAKE APPROPRIATIONS

WHEREAS, certain additional resources have become available because of FAA Grant Funds, AIP 18, 19, 20 and 21 for Fiscal Year 2012/2013; and

WHEREAS, the appropriations for certain expenditures must be increased; and

WHEREAS, a public hearing was held in accordance with ORS Chapter 294;

The City Of Newport resolves as follows: that the appropriations as outlined be hereby approved.

AIRPORT FUND

RESOURCES	AMOUNT	REQUIREMENTS	AMOUNT
Grant Revenue	\$ 600,000	Grant Expenses	\$ 600,000

This resolution will become effective immediately upon passage.

Adopted by the Newport City Council on June 17, 2013.

Sandra Roumagoux, Mayor

Attest:

Margaret M. Hawker, City Recorder



Agenda Item # VII.E.
Meeting Date 17 June 2013

CITY OF NEWPORT AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title: Public Hearing and Consideration of Resolution No. 3642 Regarding the Designation of Ending Fund Balances Revenues for Specific Uses

Prepared By: The Ol' Dawg Dept Head Approval: _____ City Mgr Approval: _____

Issue Before the Council:

GASB 54, a ruling by the Government Accounting and Standards Board effective for the fiscal year ending 30 June 2011, requires fund balances to be reported in classifications that “comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.”

The ending balance for all funds must be designated in accordance with the following categories set forth by GASB 54:

Non-spendable – Funds which cannot be spent

Restricted – Amount subject to externally enforceable legal restrictions (imposed by grants, contributors, governmental regulations ...)

Committed – Amounts whose use is constrained by limitations that a government imposes upon itself

Assigned – Intended use of resources established by the governing body itself, or by an official or officers to which authority is delegated by the governing body

Unassigned – Available for any purpose (Reported only in the General Fund)

Assignments

Authority to classify portions of ending fund balances as Assigned is hereby granted to the City Manager and the Finance Director.

Spending as it Relates to Ending Fund Balance Policy

The City Council considers the spending of restricted fund balances, on purposes for which such funds can be used, to occur first when funds are spent for restricted and unrestricted purposes. When unrestricted classifications of fund balance are spent, the Council will consider that committed amounts will be reduced first, followed by assigned amounts, and then unassigned amounts.

Staff Recommendation: Staff recommends that the City Council pass the attached resolution.

Proposed Motion: I move to adopt Resolution No. 3642.

Key Facts and Information Summary: The proposed resolution will designate the City’s fund balances by the categories described, above.

Other Alternatives Considered: None

Fiscal Notes: None

**CITY OF NEWPORT
RESOLUTION NO. 3642**

**A RESOLUTION DESIGNATION THE ENDING FUND BALANCES AND REVENUES
FOR SPECIFIC USES**

WHEREAS, GASB 54 requires that fund balances be reported in classifications that “comprise hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.”

The City of Newport resolves as follows:

Restricted Fund Balances – The ending fund balance of each of the following funds is “Restricted” in accordance with the purposes stated each fund or program.

- Fund 201 – Bonded Debt Fund
- Fund 202 – Proprietary General Debt
- Fund 203 – General Debt
- Fund 302 – Street Fund
- Fund 306 – SDCs Fund
- Fund 402 – Airport Fund
- Fund 901 – Urban Renewal Agency Fund

Assigned Fund Balances – The ending fund balance of each of the following funds is “Assigned” in accordance with the purposes stated for each fund or program.

- Fund 302 – Street Fund
- Fund 305 – Line Undergrounding Fund
- Fund 401 – Parks and Recreation Fund
- Fund 402 – Airport Fund
- Fund 403 – Room Tax Fund
- Fund 404 – Building Inspection Fund
- Fund 405 – Public Parking Fund
- Fund 406 – Agate Beach Site Closure Fund
- Fund 407 – Housing Fund
- Fund 901 – Urban Renewal Agency Fund

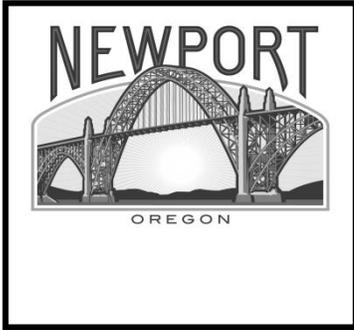
This resolution will become effective immediately upon passage.

Adopted by the Newport City Council on June 17, 2013

Sandra Roumagoux, Mayor

Attest:

Margaret M. Hawker, City Recorder



Agenda Item # VIII.A.
Meeting Date June 17, 2013

CITY COUNCIL AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title: Resolution Transfers for FY13 Budget

Prepared By: Marshall Dept Head Approval: _____ City Manager Approval: _____

Issue Before the Council:

Consideration of Resolution No. 3640 Regarding the Transfer of Resources and Appropriations for ten of the City's Funds

Staff Recommendation:

Adopt the Resolution.

Proposed Motion:

"I move to adopt resolution number 3640, transferring resources and contingencies as shown in Attachment A.

Key Facts and Information Summary:

Oregon Budget Law states that appropriations cannot be exceeded, and that the governing body must increase appropriations prior to either spending or obligating funds beyond that appropriated. This transfer resolution anticipates appropriations that *might* be exceeded and transfers resources from funds/cost centers that have resources available to those that may not.

Other Alternatives Considered:

None

City Council Goals:

None

Attachment List:

Resolution No. 3640

Fiscal Notes: None

CITY OF NEWPORT
RESOLUTION NO. 3640
A RESOLUTION TRANSFERRING APPROPRIATIONS FOR THE FY 2012/2013 CITY
OF NEWPORT BUDGET

WHEREAS, the City Of Newport is responsible to its citizens for the care and management of public funds; and

WHEREAS, certain needs have arisen during the fiscal year that were unforeseen at the time the 2012/2013 budget was prepared; and

WHEREAS, the appropriations for certain expenditures must be increased;

The City Of Newport resolves as follows: that the appropriations as outlined in the attachment A are hereby approved.

This resolution will become effective immediately upon passage.

Adopted by the Newport City Council on June 17, 2013.

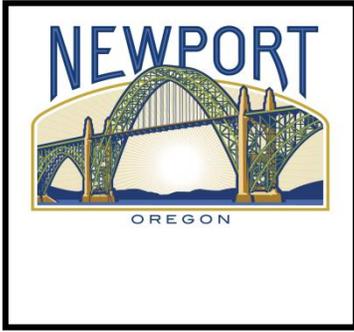
Sandra Roumagoux, Mayor

Attest:

Margaret M. Hawker, City Recorder

CITY OF NEWPORT - TRANSFER RESOLUTION NO 3640 (Attachment A)

RESOURCES	REQUIREMENTS
GENERAL FUND	
	CITY ADMINISTRATION 70,000
	NON DEPARTMENT 40,000
	CONTINGENCY (110,000)
POSSIBILITY OF OVER EXPENDING APPROPRIATION FOR FY13	
	POLICE - DEBT (35,472)
	TRANSFER TO GENERAL DEBT 35,472
CORRECTION - ALL DEBT IS PAID THROUGH DEBT SERVICE FUNDS	
	TRANSFER TO CAPITAL PROJECTS 38,187
	CONTINGENCY (38,187)
GP MAPPING PROJECT - FUNDS MOVED TO CAPITAL PROJECTS WHERE FUNDS ARE EXPENDED	
GENERAL DEBT SERVICE	
TRANSFER FROM GEN FUND 35,472	DEBT SERVICE 35,472
CORRECTION - ALL DEBT IS PAID THROUGH DEBT SERVICE FUNDS	
PUBLIC WORKS FUND	
	MATERIAL & SERVICES 45,000
	PERSONAL SERVICES (45,000)
POSSIBILITY OF OVER EXPENDING APPROPRIATION FOR FY13	
STREETS FUND	
	STREET MAINTENANCE 70,000
	CONTINGENCY (70,000)
POSSIBILITY OF OVER EXPENDING APPROPRIATION FOR FY13	
	TRANSFER TO CAPITAL PROJECTS 180,006
	STORM DRAIN (180,006)
NEWPORT GAS TAX GOES TOWARD CAPITAL PROJECTS	
WATER FUND	
	NON DEPARTMENTAL 65,000
	CONTINGENCY (65,000)
POSSIBILITY OF OVER EXPENDING APPROPRIATION FOR FY13	
WASTEWATER FUND	
	WASTEWATER PLANT 70,000
	WASTEWATER COLLECTIONS (70,000)
POSSIBILITY OF OVER EXPENDING APPROPRIATION FOR FY13	
	NON DEPARTMENTAL 140,000
	CONTINGENCY (140,000)
POSSIBILITY OF OVER EXPENDING APPROPRIATION FOR FY13	
	TRANSFER TO CAPITAL PROJECTS 778,000
	CONTINGENCY (778,000)
PRIOR FY CAPITAL IMPROVEMENT SURCHARGE MOVED TO CAPITAL PROJECTS FUND	
LINE UNDERGROUND FUND	
	TRANSFER TO CAPITAL PROJECTS 20,000
	CONTINGENCY (20,000)
NATERLIN PROJECT - FUNDS MOVED TO CAPITAL PROJECTS WHERE FUNDS WERE EXPENDED	
SDC FUND	
	SDC - PARKS 1,000
	CONTINGENCY (1,000)
ENVIROMENTAL STUDY - OVER EXPENDE APPROPRIATION FOR FY13	
ROOM TAX FUND	
	TRANSFER TO CAPITAL PROJECTS 53,757
	CONTINGENCY (53,757)
WAYFINDING SIGN & ENTRY SIGNS - FUNDS MOVED TO CAPITAL PROJECTS WHERE FUNDS WERE EXPENDED	
CAPITAL PROJECTS FUND	
	MATERIAL & SERVICES 150,000
	CAPITAL OUTLAY (150,000)
POSSIBILITY OF OVER EXPENDING APPROPRIATION FOR FY13	
	TRANSFER TO SB URA 123,000
	CAPITAL OUTLAY (123,000)
HMSC ESTURARY TRIAL - RETURN FUNDS NOT EXPENDED FOR CAPITAL PROJECTS	



Agenda Item # VIII.B.
Meeting Date June 17, 2013

CITY COUNCIL AGENDA ITEM SUMMARY
City of Newport, Oregon

Issue/Agenda Title Final Order granting an appeal of a System Development Charge Assessment for a deck enclosure at “The Coffee House” restaurant

Prepared By: Derrick Tokos Dept Head Approval: DT City Mgr Approval: _____

ISSUE BEFORE THE COUNCIL: Consideration of a final order reflecting the Council’s decision on May 20th to grant an appeal of the City Manager’s decision to assess system development charges for a planned 200 square foot deck enclosure at “The Coffee House” restaurant. The property is located at 156 SW Bay Boulevard.

STAFF RECOMMENDATION: The Council should adopt the Final Order if it accurately reflects its May 20th decision.

PROPOSED MOTION: I move to adopt Final Order 2013-2, granting the appeal on grounds that the proposed development is exempt from System Development Charges pursuant to Chapter 12.15 of the Newport Municipal Code.

KEY FACTS AND INFORMATION SUMMARY: On May 6, 2013 and May 20, 2013 the Council considered an appeal of the City Manager’s determination that a proposal to construct a 200 square foot deck enclosure at The Coffee House (156 SW Bay Blvd) requires payment of System Development Charges. Chapter 12.15 of the Newport Municipal Code requires that System Development Charges be paid for development which increases the usage of the water and/or sewer system or that contributes to the need for additional or enlarged capital improvements. It further notes that these charges are not limited to new construction, and apply to the alteration, expansion or replacement of a building or development if such work results in a change in any of the components of the City’s adopted formula for determining the amount of SDCs to be paid. For restaurant uses, the City’s formula for calculating fees is partially based upon the square footage of the building that is dedicated to the use.

The proposed deck enclosure is exempt from System Development Charges if it will not increase the restaurants square footage, nor increase the restaurant’s use of the City’s public improvement system at all. At its May 20th meeting, the property owner’s attorney, Dennis Bartoldus, provided the Council with draft findings explaining how both of these requirements have been met. The Council accepted his arguments and the draft findings have been incorporated verbatim into the Final Order.

OTHER ALTERNATIVES CONSIDERED: None.

CITY COUNCIL GOALS: Issues raised in this appeal are not related to any adopted Council goals.

ATTACHMENT LIST:

- Final Order 2013-2

FISCAL NOTES: System Development Charges are a component of the City’s strategy for generating funds to pay for capital improvements to streets, water, sewer, storm drainage, and parks infrastructure, the need for which is driven by new development. Any reduction in the amount collected below what is called for in the System Development Charge ordinance will compromise the City’s ability to generate the funding needed to make these improvements.

**THE CITY COUNCIL OF THE CITY OF NEWPORT,
COUNTY OF LINCOLN, STATE OF OREGON**

In the Matter of:

AN APPEAL OF THE CITY MANAGER'S)	
SYSTEM DEVELOPMENT CHARGE)	
ASSESSMENT FOR A PROPOSED DECK)	ORDER NO.
ENCLOSURE AT THE COFFEE HOUSE)	2013-2
RESTAURANT)	

WHEREAS, on May 6, 2013 and May 20, 2013 the Council considered an appeal of the City Manager's determination that a proposal to construct a 200 square foot deck enclosure at The Coffee House (156 SW Bay Blvd) requires payment of System Development Charges pursuant to Chapter 12.15 of the Newport Municipal Code; and

WHEREAS, System Development Charges must be paid for development which increases the usage of the water and/or sewer system or that contributes to the need for additional or enlarged capital improvements; and

WHEREAS, this includes not only new construction, but also the alteration, expansion or replacement of a building or development if such work results in a change in any of the components of the City's adopted formula for determining the amount of SDCs to be paid, said formula being based upon square footage of restaurant space; and

WHEREAS, the Newport Municipal Code, as confirmed by the City Attorney, exempts the development from payment of System Development Charges if the City finds that the proposed deck enclosure will neither increase the restaurants square footage, nor increase the restaurant's use of the City's public improvement system at all; and

WHEREAS, property owner's attorney provided information about the proposed development to establish that these conditions will be met, such evidence being as follows:

- The deck was previously approved as part of the conditional use permit for the restaurant. The approval made the deck available for seating. Even if it was for seasonal seating, the proposed placement of glass does not change the seasonal nature of the use because of the additional findings below.
- The area which is glassed will not have utilities extended to it and the nature of the deck floor, which has spacing between the 2 x 4s which form the floor, will not change. This means that the area will not be heated and the temperature will be influenced by the outdoor temperature.
- No lights will be placed on the deck so the length of time the deck can be used each day will not be increased.

- Tables and chairs already exist on the deck and have for many years. The existence of tables and chairs is not a function of whether glass is placed on the deck.
- No additional sinks, toilets, water outlets or water lines or sewer lines will be added.
- No electrical outlets are being placed outside that would allow the use of electrical devices on the deck.
- There is no way a heat source from inside the building can heat the glassed area since the doorway to the interior of the restaurant is not connected to the glassed area.
- The restaurant seating capacity is not truly the issue because the city allows restaurants to increase seating capacity by adding outdoor tables and chairs in courtyards, on sidewalks, under porches, where coverings extend from buildings and in all those instances the City does not charge SDCs for this additional capacity.
- Additional space is only added when the area is enclosed as the interior of a building would be, and served by heat, light and other features of a building that is enclosed against all elements.
- The nature of the glassed area is more comparable to an outside eating area found in area restaurants than an inside eating area; and

WHEREAS, information provided by the property owner's attorney as it relates to when the City does not collect SDCs for restaurant uses is limited to circumstances where a building permit, development permit, or permit to connect to the City's water or sewer system is not required.

NOW, THEREFORE, IT IS HEREBY ORDERED:

1. All of the foregoing recitals and findings of fact are hereby confirmed and adopted as findings of fact in support of this order.
2. The City Council of the City of Newport hereby enters its final order granting the appeal and exempting the proposed development from System Development Charges with the caveat that said charges may be payable should the nature of the development deviate from what is described herein.

SO ORDERED this 17th day of June, 2013.

Sandra N. Roumagoux, Mayor

ATTEST:

Margaret M. Hawker, City Recorder



Agenda Item #
Meeting Date

VIII.C.
June 17, 2013

CITY COUNCIL AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title: Designate the Use of Georgia Pacific Franchise Agreement Funds from Calendar Years 2013 and 2014 for the Sanitary and Storm Sewer Smoke Testing Program

Prepared By: TEG Dept Head Approval: TEG City Manager Approval: _____

Issue Before the Council:

For a number of years, the storm sewer outfall at Nye Beach has regularly exceeded State guidelines for acceptable levels of fecal coliform and E-coli. Surfriders Foundation and City of Newport Public Works staff have been testing storm sewer outfalls for these contaminants, attempting to identify sewer cross connections or illicit discharges to the storm sewer system. The testing had been conducted weekly, primarily in the Nye Creek/John Moore Creek watershed, at various locations including the Nye Creek outfall at the seawall, John Moore Creek at the skate park, the trailer park on NW 3rd Street, a storm sewer manhole at 3rd and Cliff, and various other locations. This testing program initially saw moderate success and a number of sanitary sewer cross connections were identified and eliminated. Recently however, since the obvious cross connections have already been identified and eliminated, it has been increasingly more difficult to track the contaminants to their source because of the randomness of the high readings and the poor storm sewer mapping records the City was working with.

The City conducted a limited smoke testing program in the fall of 2009 to further identify cross connections. There were many locations identified with issues and many of those were addressed. However some of the issues that were identified have not been resolved and need further following up.

In 2011, Council authorized City Staff to use 2011 and 2012 Georgia Pacific Franchise Agreement funds to develop a GIS infrastructure map that would allow better identification of potential cross connections. This exercise is largely complete and City staff would like to utilize this infrastructure mapping and pick up where the initial smoke testing program left off. This would include following up on the problems that have not been corrected, and continuation of smoke testing throughout the rest of the downtown area.

City staff would like to request dedication of the calendar year 2013 (\$64,716) and 2014 (\$65,672) revenues from the Georgia Pacific Franchise agreement to fund this program. The scope of work that will be included in this program is attached.

Staff Recommendation:

Designate the use of Georgia Pacific Franchise Agreement funds from calendar years 2013 and 2014 for the Sanitary and Storm Sewer Smoke Testing Program.

Proposed Motion:

I move to authorize the use of the Georgia Pacific Franchise Agreement funds from calendar years 2013 and 2014 in the amount of \$130,388 to fund Phase II of the Sanitary and Storm Sewer Smoke Testing Program.

Key Facts and Information Summary:

On March 15, 2010, the City Council adopted Resolution No. 3497 which approved an agreement allowing Georgia-Pacific Toledo, LLC (GP) to operate and maintain North and South pipelines within public right-of-ways. Provisions in the GP Agreement provided for an annual payment by GP for use of the public right-of-ways equaling \$55,000 for year 2008, \$56,650 for year 2009, \$58,350 for year 2010 and for subsequent years an increase of 3% annually. The Agreement is effective for a period of seven years beginning in the year 2010.

On April 5, 2010, the City Council adopted resolution No. 3502 which directed the use of the first three years of collected funds from 2008, 2009, and 2010, to be used to testing of ocean waters, habitat, beaches, and animals near the GP outfall. Additional funds collected beyond 2010 were to be utilized for testing, monitoring, or mitigating environmental impacts in, around, and adjacent to the City. Furthermore, this resolution mandated that City Council will review and approve the expenditure of fees paid by GP under the GP Agreement for years 2011 and beyond. A copy of this resolution is attached to this memo.

Other Alternatives Considered:

None.

City Council Goals:

Wastewater

- A. Identify and reduce inflow, infiltration, and pollution.

Stormwater

- C. Continue to identify cross-connections and pollution sources.

Attachment List:

- Smoke Testing – Wastewater/Stormwater Phase 2, Civil West Engineering Scope of Work
- Resolution No. 3502 – Resolution to Establish the Use of Funds from the GP Franchise Agreement



486 E Street
Coos Bay, Oregon 97420
Phone 541.266.8601
Fax 541.266.8681

PROPOSED SCOPE OF SERVICES

Date: September 7, 2012

Work Order Number:

To: Mr. Tim Gross, PE, Public Works Director, City of Newport

From: Garrett Pallo, PE, Principal, Civil West Engineering Services, Inc.

RE: **Smoke Testing – Wastewater/Stormwater Phase 2**
Civil West Project Number: 2302-018

This memorandum is provided to summarize the proposed scope of work, fee, schedule and other project issues related to the evaluation of deficiencies in the stormwater system.

Background Summary

The City of Newport operates and maintains a wastewater and stormwater system that collects and transmits wastewater and stormwater, respectively. Years ago, the systems were combined in a single collection system. As regulations and needs changed, the systems were separated and a separate wastewater collection system was constructed and the wastewater service laterals were reconnected to the new system leaving the stormwater system to transmit stormwater alone.

However, over the years, concerns have been raised regarding wastewater laterals that remain connected to the stormwater system. These concerns have been borne out through positive E-coli tests at stormwater outfalls and in stormwater ditches as well as laterals that have been actually found to be connected to the stormwater system through a variety of methods.

The City, along with several interested parties, is interested in evaluating the stormwater system for these potential cross-connections and eliminating them to prevent contamination of sensitive stormwater and natural drainage channels as well as beach and bay stormwater outfalls.

Three years ago, Civil West undertook an initial phase (Phase 1) of smoke testing in the wastewater system. This occurred in a limited area bounded on the north by Chambers Court and east of Highway 101. The work continued south to the Yaquina State Park on the point and south of Fall Street. None of the area west of Highway 101 was tested nor any of the area east of Fogarty Street.

During the first phase of testing, a significant number of inflow and infiltration (I/I) problems were identified. In addition to these, we found deficiencies with the stormwater system including catch basins and downspouts that were tied into the wastewater collection system. We also identified a long list of homes and buildings that did not exhibit smoke rising from roof vents. This is a potential indication of homes that either have problems with their plumbing, have plumbing that is out of code compliance, or plumbing that may be tied into the storm drainage

system. Out of the small area testing in Phase 1, we identified 35 addresses that had the potential of being tied into the storm drainage system. A detailed report was provided to the City in September of 2009.

The time has come to continue the search for potential cross connections to the storm drainage system. While locating these cross connections can be like looking for a needle in a haystack, some methods can produce reasonable results while returning other side benefits.

The scope of work provided below is intended to help the City continue to find the “low-hanging fruit” in the system. This includes problematic I/I issues and potential cross connections between the wastewater and stormwater collection systems. By disconnecting stormwater connections from the wastewater system, the City reduces operating costs and wear and tear on the wastewater system and treatment facilities. By eliminating wastewater from the stormwater system, the City will reduce E-coli and bacteria levels in the stormwater and be better stewards of the environment.

Goal for the Project

Further evaluate the collection systems and locate and eliminate deficiencies.

Part A: Scope of Work

The following tasks have been identified to track project’s progress. An estimate of the man hours required for each task will be provided. While there may be many subtasks included within these major task areas, only the major tasks will be discussed below.

- 1. Task 1 – Project Management and Administrative Services** – This task includes administrative and project management efforts related to the project. This shall include processing of paperwork and correspondence between Civil West and the City, coordination on financial matters, directing resources internally, meeting with staff on routine issues, and other project management activities.

- 2. Task 2 – Data Acquisition and Project Kickoff** – Under this task, we will attend a project kickoff meeting to meet with staff, review project maps and records, review previous evaluations and attempts to locate cross connections, and other data. We will discuss the project goals with staff and work to develop a plan and schedule for carrying out the evaluation. The kickoff effort will culminate with a summary letter to outline the approach and schedule that will be followed. As part of the data acquisition phase, we will include an allowance of hours to update and prepare system mapping for the stormwater system that will be a combination of the GPS mapping effort currently underway coupled with other historical records, maps, and figures obtained from the City’s archives and from City staff experience. This task will also include an allowance of hours for work on the City’s mapping which may require some additional effort to quantify wastewater and drainage basins for the purposes of smoke and dye testing.

A number of techniques and tools will be used in the search for I/I issues and cross connections to the stormwater system. This is a challenging task as no single tool or technique will work in all cases. In some cases, a number of approaches may be required to evaluate a single area or part of the system. Locating these deficiencies may be akin to a “needle in a haystack” in that the source of bacteriological or fecal contamination could be from a variety of sources including cross connections and other natural sources.

The following tasks describe the tools we can utilize to evaluate the potential deficiencies of the stormwater system in search of cross connections:

- 3. Task 3 – Smoke Testing Services** - Under this task, our team will utilize smoke testing in an effort to isolate and locate potential cross connections to the wastewater system. This may include forcing smoke into the wastewater system to see if it translates into the stormwater system in any way. The following subtasks are part of a typical smoke testing effort:
- a. Public Notification** – Smoke testing, if properly performed, can result in a large amount of smoke being visible in neighborhoods and commercial areas. It is important that the community is notified of our activities in order to reduce interest, public concerns, and calls to City Hall. We accomplish this in a variety of ways including:
 - i.** Our smoke testing crew canvases the areas that will be tested to hang door hanger announcements on doors 24 to 48 hours prior to smoke testing an area. The door hangers briefly describe the smoke testing process, discuss how the smoke is harmless, and provide residents with a number to call if they have concerns or further questions.
 - ii.** We educate staff at City Hall. It is inevitable that people will call City Hall with concerns about smoke in their homes or neighborhoods. It is also likely that the first responders (police and fire) will receive calls. We work to coordinate with these City departments and provide them the information they need to answer questions. This includes a schedule of the when we will be smoke testing specific neighborhoods, an MSDS sheet for the smoke itself, a question/answer sheet for commonly asked questions, and a written description of the process of smoke testing. These information packets have proven to be very helpful to other communities that we have worked for in the past. We provide extra copies to the staff at City Hall so that they can give the information to concerned citizens that come to City Hall.
 - iii.** We recommend that the City place an advertisement in the local newspaper the Saturday before smoke testing begins. The Saturday paper has the highest distribution and will reach the most people. We will prepare the ad and submit it to the paper on the City’s behalf. Advertising costs are to be billed directly to the City.
 - iv.** Our experience has been that concerns and problems associated with smoke testing are greatly reduced by a successful and strategic public notification program.
 - b. Smoke Testing Survey** - We plan to utilize a 4-man crew to complete the survey in Newport. This will allow us to complete the work in a timely and efficient manner. We intend to utilize the water-based “smoke bombs” as they provide a more visible and robust smoke that is more effective in the more humid and cooler coastal climate. We utilize a powerful gas-powered fan to blow smoke into the system and pressurize the collection system for testing. We have perfected the process and are confident in our team’s abilities to complete this survey. During the survey, our team’s activities will include the following:
 - i. Safety** – Whenever possible, the team will utilize manholes that are located out of the main traffic paths and in safe locations. If not choices are available, they will utilize traffic cones and traffic signs to warn motorists that there is a survey crew in the road area. We focus on safety and will do all we can to make conditions safe for the surveyors as well as motorists and pedestrians in Newport.

- 7. Task 7 - Reimbursables/Direct Costs** – There are a number of reimbursable items that are appropriate for a project of this type. We anticipate the following reimbursable item categories for this project:
- a. Mileage Costs** – Reimbursement for mileage to and from Newport as well as incidental mileage incurred during the survey itself.
 - b. Lodging Costs** – Our approach to the project schedule is discussed later in this proposal. We anticipate our survey team spending two nights in Newport each week for two weeks. This reimbursable category will cover costs for our survey team for double occupancy rooms for those nights.
 - c. Meals** – As our survey team will be in Newport for several days each week, this item will cover costs associated with meals during those days.
 - d. Materials, equipment, etc.** – This category will cover the material costs that we anticipate for this project for the maintenance and use of the smoke blower equipment, fuel for the blower, and other materials required to complete the work. Reimbursables also include the costs for the door hangers that we will provide for the public notification. Smoke bombs will be provided to the surveyors by the City of Newport at the City’s cost.
 - e. Copies and reproductions** – This reimbursement category covers the costs of copies, photograph development, reproduction costs, and other costs associated with providing the deliverables required for this project.

Part B: Project Fee Proposal

We have prepared a fee proposal worksheet that includes estimates of hours and costs for the many tasks and subtasks described above. The worksheet is attached to this engineering proposal as Exhibit A.

The type of work associated with this project is difficult to quantify and, therefore, difficult to set a firm, fixed fee. The number of variables in play make it impossible to predict the amount of time that will be required to complete the field work and the associated follow up activities required to meet the City’s objectives. Therefore, we have set up the project with a budget “allowance” that is estimated to complete the task though billing will be based on a time and materials approach.

The project can also be divided into parts to meet budget restrictions or phasing as required. We can coordinate this need as the project moves forward.

A summary of the proposed fee schedule for the project is provided below:

Task	Summary of Proposed Engineering Budget:	Budget
1	Project Management & Coordination	\$8,008.00
2	Data Acquisition and Project Kickoff	\$10,568.00
3	Smoke Testing Services - Allowance	\$47,504.00
4	Dye Testing Services - Allowance	\$12,064.00
5	Television Inspection and Follow Up - Allowance	\$6,224.00
6	Final Report	\$22,696.00
7	Reimbursables - Allowance	\$7,500.00
Total Proposed Budget		\$114,564.00

Part C: Project Schedule

Smoke testing is best completed during the dry season to facilitate the transfer of smoke through cracks and crevices that are not sealed by rain or surface water. The drier air also makes the water based smoke more visible for the survey team.

We can undertake this work with around one-month notice in order for us to do the background preparation that will be necessary. We will await the City’s direction and provide a more detailed schedule upon request.

For the sake of planning, smoke testing the rest of the system is anticipated to take another 8 to 10 days. Additional time will be needed to complete other tasks such as dye testing, television inspections, and preparation of the report. If desired, the entire process could easily be completed within a period of 3 to 4 months if the City crews are able to provide support with television inspections in a timely manner.

We are prepared to begin this work on this important project as soon as we are authorized to do so. Please let me know if you have any questions or if you wish to see any alterations to our proposed approach. If this proposed approach is acceptable, please sign below and return a copy to our office for our records.

Sincerely,
Civil West Engineering Services, Inc.



J. Garrett Pallo, PE
Principal

Authorized Representative Signature Accepting Scope of Services

Date

Engineering Fee Structure										
	Principal Engineer	Project Manager	Senior Project Engineer	Project Engineer	Engr Tech	Field Surveyor/ Data Collector	Clerical	Subconsulting Support	Total Hours	Total Fee
	\$132.00	\$121.00	\$115.00	\$108.00	\$94.00	\$70.00	\$42.00			
Tasks										
1 Project Management & Coordination										
1a Overall project management services	24	40							64	\$8,008.00
Task Total	24	40	0	0	0	0	0	\$0.00	64	\$8,008.00
2 Data Acquisition and Project Kickoff										
2a Kickoff Meeting and background data collection	16	16							32	\$4,048.00
2b Mapping updating and basin definitions - Allowance			24		40				64	\$6,520.00
Task Total	16	16	24	0	40	0	0	\$0.00	96	\$10,568.00
3 Smoke Testing Services - Allowance										
3a Public Notification		8	8		16	40			72	\$6,192.00
3b Smoke Testing Survey		16	80		80	80			256	\$24,256.00
3c Smoke Testing Reporting, mapping, and documentation	8	40	40		40	40			168	\$17,056.00
Task Total	8	64	128	0	136	160	0	\$0.00	496	\$47,504.00
4 Dye Testing Services - Allowance										
4a Dye testing field services		8	16		16	16			56	\$5,432.00
4b Dye testign reporting and documentation	4	32	8		8	8			60	\$6,632.00
Task Total	4	40	24	0	24	24	0	\$0.00	116	\$12,064.00
5 Television Inspection and Follow Up - Allowance										
5a Coordination and working with City TV crews		8	8			8			24	\$2,448.00
5b Review of inspection footage and follow up		8	8						16	\$1,888.00
5c Documentation of television inspection results		8	8						16	\$1,888.00
Task Total	0	24	24	0	0	8	0	\$0.00	56	\$6,224.00
6 Final Report										
6a Prepare report using all collected data	16	80	40		24				160	\$18,648.00
6b Present to Staff and City Council (if requested)	16	16							32	\$4,048.00
Task Total	32	96	40	0	24	0	0	\$0.00	192	\$22,696.00
7 Reimbursables - Allowance										
7a Mileage costs									0	\$1,000.00
7b Lodging costs									0	\$4,000.00
7c Meals and expenses									0	\$1,000.00
7d Materials, smoke bomb, dye, and other consumables									0	\$1,000.00
7e Copies and reproductions and postage costs									0	\$500.00
Task Total	0	0	0	0	0	0	0	\$0.00	0	\$7,500.00
Total	84	280	240	0	224	192	0	\$0.00	1020	\$114,564.00

CITY OF NEWPORT

Resolution No. 3502

A Resolution to Establish the Use of Funds Received From Georgia-Pacific Toledo, LLC. under the Agreement Dated April 5, 2010 Between The City of Newport and Georgia-Pacific Toledo, LLC.

Findings:

1. On March 15, 2010, the City Council adopted Resolution No. 3497 which approved an agreement allowing Georgia-Pacific Toledo, LLC (GP) to operate and maintain North and South pipelines within public right-of-ways (GP Agreement). This agreement culminated several years of discussions between the City and GP and endless hours of work performed the GP Task Force. The Agreement was signed by the parties and effective on April 5, 2010.
2. Provisions in the GP Agreement provided for an annual payment by GP for use of the public rights-of-way equaling \$55,000 for year 2008, \$56,650 for year 2009, \$58,350 for year 2010 and for subsequent years an increase of 3% annually. The Agreement is effective for a period of seven (7) years, beginning in the year 2010.
3. Recommendations of the GP Task Force included that testing of ocean waters, habitat, beaches, and animals near the GP outfall be performed, utilizing fees paid by GP under the GP Agreement.
4. The Council has determined that there is a city benefit to testing, monitoring and mitigating environmental impacts in, around and adjacent to the city and to utilize funds received from the GP Agreement for such purposes.
5. It is the Council's desire to consider recommendations of the GP Task Force by allocating GP Agreement funds received for years 2008, 2009 and 2010, totaling \$170,000, for the testing of ocean waters, habitat, beaches and animals near the GP outfall.
6. It is the Council's desire to publicly recognize and thank members of the GP Task Force for their dedicated and endless hours of volunteer work on this important issue to the citizens of Newport.

Based on these Findings,

THE CITY OF NEWPORT RESOLVES AS FOLLOWS:

Section 1. The Council directs that fees paid by GP under the GP Agreement as stated in Section 2 of the Findings for years 2008, 2009 and 2010, totaling

\$170,000, be utilized for the testing of ocean waters, habitat, beaches, and animals near the GP outfall.

Section 2. The Council directs that the City establish a Technical Advisory Task Force for the purpose of soliciting grant proposals which will be funded from fees paid by GP under Section 1. Award of the grant shall be recommended by the Technical Advisory Task Force and approved by the Council. The Council intends that the "Framework to Develop an Effluent Monitoring Plan" developed by the Georgia Pacific Task Force, dated May 24, 2009, be used as a resource in the review of grant proposals referred to herein.

Section 3. The Council will review and approve the expenditure of fees paid by GP under the GP Agreement for years 2011 and beyond.

Section 4. The Council intends that fees paid by GP be utilized for testing, monitoring, or mitigating environmental impacts in, around, and adjacent to the city, which may but are not required to include, but with priority given to, the testing of ocean waters, habitat, beaches and animals near or adjacent to the GP outfall.

Section 5. By this resolution, the Council publically recognizes and thanks members of the GP Task Force for their dedicated and endless hours of volunteer work on this important issue for the citizens of Newport.

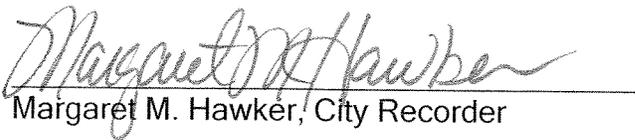
Section 6. Effective Date. This Resolution is effective upon adoption.

Passed by the Newport City Council on April 19, 2010.

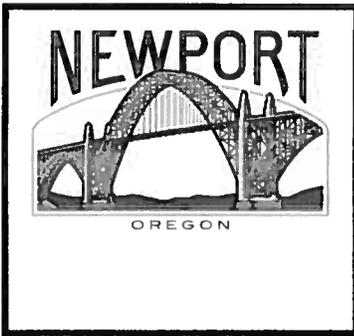


William D. Bain, Mayor

Attest:



Margaret M. Hawker, City Recorder



Agenda Item # VIII.D.

Meeting Date 6/17/13

CITY COUNCIL AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title: Consideration of Resolution No. 3637 Establishing an Infrastructure Task Force

Prepared By: Hawker Dept Head Approval: ph City Manager Approval: _____

Issue Before the Council: The issue before Council is consideration of Resolution No. 3637 establishing an Infrastructure Task Force.

Staff Recommendation: This is a Council decision.

Proposed Motion: I move to adopt Resolution No. 3637 establishing an Infrastructure Task Force.

Key Facts and Information Summary: During recent meetings of the Budget Committee and City Council, it was agreed that a task force should be established to study the issue of options for public infrastructure investment and forward recommendations to the City Council. Councilor Allen worked with Public Works Director Gross to develop the attached Resolution No. 3637 establishing this task force, defining its scope of work, and establishing a task completion date. The resolution also appoints the following members to the task force: Councilor Allen, Councilor Busby, Councilor Saelens, Budget Committee Members Patrick and Springsteen, and former Mayor, Mark McConnell.

Other Alternatives Considered: None.

City Council Goals: None.

Attachment List: Resolution No. 3637
E-Mail from Councilor Allen regarding the Infrastructure Task Force

Fiscal Notes: None.

CITY OF NEWPORT
RESOLUTION NO. 3637

A RESOLUTION ESTABLISHING
AN INFRASTRUCTURE TASK FORCE

WHEREAS, the City Council and Budget Committee recognize the need for consistent and long-term public infrastructure investment; and

WHEREAS, the City Council and Budget Committee recognize that utility rates and fees can create a financial hardship for residents and businesses; and

WHEREAS, the City Council and Budget Committee desire to explore different funding options for public infrastructure investment; and

WHEREAS, the City Council, in consultation with the Budget Committee, has determined that a task force should be established to study this issue and forward recommendations to the City Council.

The City of Newport Resolves as follows:

Section 1. The City Council establishes an Infrastructure Task Force with the following members:

David Allen, City Councilor
Ralph Busby, City Councilor
Mark Saelens, City Councilor
Patricia Patrick-Joling, Budget Committee
Fred Springsteen, Budget Committee
Mark McConnell, former Mayor

Section 2. The Task Force will consult with the Public Works Director, Finance Director, Community Development Director, and other city staff, as needed, in studying this issue.

Section 3. The Task Force will forward recommendations to the City Council for consideration and a potential plan of action.

Section 4. The Task Force will complete its task by the regular City Council meeting of January 6, 2014.

Section 5. This resolution is effective upon adoption.

Adopted by the Newport City Council on June 17, 2013.

Sandra N. Roumagoux, Mayor

ATTEST:

Margaret M. Hawker, City Recorder

Peggy Hawker

From: David Allen
Sent: Tuesday, June 11, 2013 12:53 PM
To: Peggy Hawker; Cindy Breves
Cc: Ted Smith
Subject: Re: Infrastructure Task Force

Please include this e-mail in the council packet as well. Thanks. --David

From: David Allen
Sent: Tuesday, June 11, 2013 12:47 PM
To: City Council; Chuck Forinash; Don Huster; Fred Springsteen; Janet Webster; Oly Olson; Patricia Patrick-Joling; Robert Smith; Tim Gross; David Marshall; Derrick Tokos; Cindy&Mark McConnell
Cc: Ted Smith; Peggy Hawker; Cindy Breves
Subject: Infrastructure Task Force

FYI, the attached resolution will be included in the June 17 council packet as an action item. This issue had been discussed at previous council and budget committee meetings. The public works director provided input in drafting the resolution. The initial task force meeting will be scheduled for July or early August, depending on availability of task force members and city staff. Thanks. --David



Agenda Item #: VIII.E.
Meeting Date: 6-17-13

CITY COUNCIL AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title: Consideration of Award for OnDisplay Advertising

Prepared By: cb Dept Head Approval: _____ City Mgr Approval: _____

Issue Before the Council: The issue before Council is the consideration of extending a billboard (building wall-scape) located on SW 4th and Oak in Portland. A proposal was submitted by OnDisplay Advertising, and reviewed and recommended by the Destination Newport Committee.

Staff Recommendation: The current procedure requires a recommendation from the Destination Newport Committee to the City Council. The DNC is forwarding a positive recommendation to extend the posting of a vinyl billboard in Portland at the 4th and Oak Street location, which is a product of OnDisplay Advertising.

Proposed Motion: I move to approve the extended promoting of Newport by advertising on a billboard (building wall-scape) located at SW 4th and Oak Street in Portland, through a contract with OnDisplay Advertising. The billboard advertising will be extended another 8 week period at a cost of \$16,000. This will extend the current posting through the summer until August 14, 2013 and will be charged against the FY13 budget.

Key Facts and Information Summary: The billboard (building wall-scape) which is a 90 foot high picture of the Yaquina Head Lighthouse with "Discovernewport.com" and our 800 number has been used for two previous postings. The recommendation is to extend the current posting to include 8 weeks in the summer ending August 14, 2013. This extension is a special discounted summer offer for \$16,000. The regular price would have been \$26,000 for 8 weeks. The \$16,000 will be taken from fiscal year 2012-13. There will be no production or installation costs.

Other Alternatives Considered: There are no comparable billboard opportunities in that area or within that price range. The location became available and the committee considered this (1) a good location; (2) the artwork was completed last year, so no further production costs; and (3) no other company has the same or nearby location with the same traffic pattern and visibility.

City Council Goals: The request does not address a specific City Council goal.

Attachment List: Attached is email offer from OnDisplay.

Fiscal Notes: If approved, this funding would come from budgeted marketing and advertising monies in the Room Tax Fund.

Thanks for the note and work on this. Here's what we'll do...

- We won't take the banner down before 6/17. Also, we won't let any advertiser post on the wall prior to that date.
- We'll give these 18 days as "no charge" to the City of Newport.
- We'll extend the City of Newport's campaign for the additional 8 weeks for a total of \$16,000 (net), June 18th to through August 14th. This offer will be valid until 6/17.
- Of course, no install/production costs added.
- We will have to allow another advertiser to book for this same 6/17 to 8/14 window if they commit between now and then, but will not allow for an ad to be posted prior to 6/17.

How does this look?

mm

Mike Maloney, COO

OnDisplay Advertising

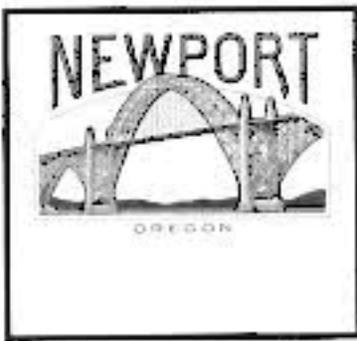
1800 Blankenship Road, Suite #200

West Linn, Oregon 97068

PH: 503-650-7132 * FAX: 503-650-7134 * CELL: 503-593-9350

www.ondisplayadvertising.com

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Agenda Item # VIII.F.
Meeting Date 6/17/13

CITY COUNCIL AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title: Consideration of Ordinance No. 2051 Formalizing the Bicycle and Pedestrian Advisory Committee for the City of Newport

Prepared By: Hawker Dept Head Approval: ph City Manager Approval: _____

Issue Before the Council: The issue before Council is consideration of Ordinance No. 2051 formalizing the Bicycle and Pedestrian Advisory Committee.

Staff Recommendation: Staff recommends adoption of Ordinance No. 2051.

Proposed Motion: I move to read Ordinance No. 2051, repealing and re-enacting Chapter 2.05.055 of the Newport Municipal Code Creating a Bicycle and Pedestrian Advisory Committee for the City of Newport, by title only, and place for final passage. I further move that the existing members of this Committee continue serving until the expiration of their current terms at which time they may apply for reappointment.

Key Facts and Information Summary: The Bicycle and Pedestrian Advisory Committee was created by motion on May 15, 2000. This group has operated as a standing committee of the city since that time although it has never been formally established by ordinance. Ordinance No. 2051 will formalize the Committee and establish responsibilities. The current, informal Bicycle and Pedestrian Advisory has reviewed the proposed ordinance on two occasions; offered input; and approved forwarding it to Council for adoption.

Other Alternatives Considered: None.

City Council Goals: None.

Attachment List: Ordinance No. 2051

Fiscal Notes: None.

ORDINANCE NO. 2051

An Ordinance Repealing and Re-Enacting
Chapter 2.05.055 of the Newport Municipal Code
Creating a Bicycle and Pedestrian Advisory Committee
For the City of Newport

WHEREAS, On May 15, 2000, the City Council established, by motion, a Bicycle and Pedestrian Advisory Committee to advise the City Council on matters related to bicycle and pedestrian transportation, safety, recreation, and education; and

WHEREAS, On June 5, 2000, the City Council appointed four members to the Committee, one ex-officio member, and a City Council liaison; and

WHEREAS, On July 1, 2002, the City Council, by motion, directed staff to explore the issues of creating the committee by resolution, expanding the committee, and staffing the committee; and

WHEREAS, The Bicycle and Pedestrian Advisory Committee has continued to meet regularly over the years despite no formal action being taken by the City Council; and

WHEREAS, the City Council wishes to recognize and honor the ongoing efforts of the Bicycle and Pedestrian Advisory Committee by formalizing the Committee, its responsibilities, and numbers.

THE CITY OF NEWPORT ORDAINS AS FOLLOWS:

Section 1. Chapter 2.05.055 of the Newport Municipal Code is repealed and re-enacted as shown in the attached Exhibit A.

Section 2. This ordinance shall become effective 30 days after passage.

Adopted by the Newport City Council on the _____ day of _____.

Sandra Roumagoux, Mayor

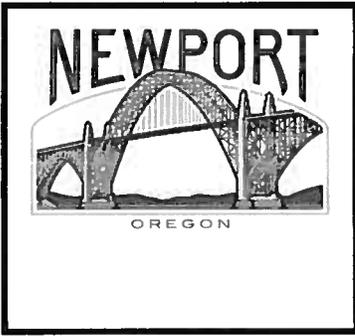
ATTEST:

Margaret M. Hawker, City Recorder

EXHIBIT A

2.05.055 Bicycle and Pedestrian Advisory Committee

- A. The Bicycle and Pedestrian Advisory Committee shall consist of seven members and shall serve three year terms. All members must be residents, or business owners, of the City of Newport.
- B. The City Manager shall designate a staff member to attend all Bicycle and Pedestrian Advisory Committee meetings. The staff member may participate in discussions and shall act as secretary for the committee, but shall have no vote.
- C. The Bicycle and Pedestrian Advisory Committee may have the responsibility to:
 1. Advise the City Council regarding issues relating to bicycle and pedestrian transportation, safety, recreation, and education.
 - a. Act as a resource to the City Council to provide additional information related to the unique problems associated with non-motorized transportation.
 - b. Act as a source of current information to the City Council in matters relating to the use of the bicycle or pedestrian routes as a means of transportation in the City of Newport.
 - c. Review, at the request of the City Council, the goals and objectives of the existing state and city Bicycle and Pedestrian Master Plans, and recommend changes.
 - d. Advise the City Council of potential funding for bicycle and pedestrian enhancements.
 - e. Explore and recommend, to the City Council, methods to efficiently and safely move bicyclists and pedestrians through Newport.
 - f. Support the City Council in creating a greater awareness of non-motorized travel as viable transportation options.
 - g. Recommend to the City Council locations for safe and convenient bicycle parking at all city-owned facilities.
 - h. At the request of Council, review bicycle and pedestrian involved motor vehicle accidents to identify safety priorities and remedial measures.



Agenda Item # VIII.G.

Meeting Date: June 17, 2013

CITY COUNCIL AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title Canvass of Ballots - May 21, 2013 Special Election

Prepared By: Hawker Dept Head Approval: ph City Mgr Approval: _____

Issue Before the Council: The issue before Council is post-election housekeeping, and includes the approval of the abstract and canvass of the ballots of the May 21, 2013 special election on Measure No. 21-150 regulating the use of plastic carryout bags and paper bags.

Staff Recommendation: Staff recommends approval of the abstract and canvass of the ballots.

Proposed Motion: I move to approve the official abstract and canvass of the ballots of the May 21, 2013 special election at which Measure No. 21-150 regulating the use of plastic carryout bags and paper bags was defeated by the voters of the City of Newport.

Key Facts and Information Summary: Post-election responsibilities of the city include the preparation of a canvass of the votes.

Other Alternatives Considered: None.

City Council Goals: None.

Attachment List: Official Abstract of Votes - Measure 21-150 - May 21, 2013

Fiscal Notes: None.

