

Monthly Departmental Reports



January, 2014



Memo

To: Spencer Nebel, City Manager and City Council
From: Derrick Tokos, Community Development Director
Date: February 6, 2014
Re: Department Update

MONTHLY PERMIT FIGURES

The following is a summary of January 2014 building and land use activity.

	Building Permits	Electrical Permits	Plumbing Permits	Construction Value	Land Use Actions
Jan	9 (\$9,475.88)	21 (\$1,844.48)	6 (\$1,083.82)	\$1,169,900	4 (\$1,980.00)
YTD	9 (\$9,475.88)	21 (\$1,844.48)	6 (\$1,083.82)	\$1,169,900	4 (\$1,980.00)

Building permit activity included four new single family dwellings, a residential remodel, an apartment complex reroof, renovation of the Guin Library at HMSC, a wall sign, and temporary signs. Land use actions include a couple of estuary reviews related to the new sea lion dock and repairs at the Port of Newport hoist dock, a land use compatibility review, and the alteration of a non-conforming dwelling.

STATUS OF MAJOR CONSTRUCTION PROJECTS

Lincoln County School District: Permit issued for high school reroof project. Plans submitted and being reviewed for new high school theatre room. Work continues on a new storage building.

O'Reilly Auto Parts: Revised building plans have been approved. Owner has indicated that they will likely begin construction in March, and is in the process of obtaining bids for the earthwork.

Nazarene Church Outreach/Community Center: Construction is progressing slowly. Excavation continues for storm drainage and related utility work.

Curry Marine Building Remodel: Building is being renovated for use by the OSU Extension Service. Building permit is ready to issue. No work has started yet.

Coastcom Warehouse: Permit issued and foundation has been poured for the new warehouse building. Slab inspection to be performed once the weather is favorable.

County Health and Human Services Building: Temporary occupancy issued for 1st floor. Framing approved for 2nd floor renovations. Interior finish work continues within the building. Elevator to be delivered in April.

Catholic Church Addition: Permit issued. Ready for framing approval.

Teevin Bros. Log Yard: City decision on Traffic Impact Analysis remand was not appealed and is now final. Teevin Bros. is still negotiating its lease and is working on project design issues. They hope to submit plans for building permit review by the end of February.

SIGNIFICANT PLANNING PROJECTS

Pacific Marine Energy Center – South Energy Test Site (PMEC – SETS): NNMREC-OSU held a meeting with area stakeholders and agencies on 11/12, 11/13 and 11/14. They are hoping to narrow options for cable landing sites down to 2 or 3 alignments within the next three weeks. All options are now south of the jetty. Marine and terrestrial surveys to be performed spring/summer 2014 to confirm viability of preferred alignment. Easement acquisition and directional bore for cable conduit planned for 2015 with installation of the cable system in 2016 once all permits are obtained. BOEM lease application for grid connected test site submitted 6/13 and revised 11/13. Initial FERC license documents to be submitted first quarter 2014.

Safe Haven Hill Tsunami Evacuation Improvements: FEMA funded Phase 1 scope of work, including supplemental geotechnical and benefit-cost analysis, is complete. The studies concluded that Safe Haven Hill is a viable tsunami assembly area in the event of a near shore Cascadia event and that planned improvements to the assembly area are critical in order to minimize loss of life. OEM is coordinating with FEMA on a Phase 2 grant for construction work. FEMA has been noncommittal on when the grant will be issued although the funding has been secured. Construction of the sidewalk, trail, staircase, and lighting improvements is estimated to be roughly \$650,000. FEMA will cover 75% of the cost with the local match coming from budgeted Urban Renewal funds.

Creation of Land Bank for Work Force Housing: Draft agreement between the City, Lincoln Community Land Trust, and Community Service Consortium to construct six workforce housing units over the next five years was vetted with policymakers at several meetings. Council tabled the agreement on 9/3/13, pending receipt of additional information about whether or not a broader, countywide effort might be a viable alternative. A Lincoln County Housing Forum was held on 10/24/13. The concept of a broader City/County coalition to fund the construction of workforce housing units was explored at that meeting and is being further developed.

Vacation Rental Code Update: At this time 144 applications for VRD or B&B endorsements have been submitted. The City has conducted 137 inspections, 111 of which have passed. Fire egress out of bedroom windows, safety glazing on windows close to doors, lack of GFCI outlets, inadequate hand railing or guard rails on staircases, and strapping on water heaters have been the primary issues identified through the inspection process.

Transportation System Plan (TSP) Update: The Oregon Transportation Committee (OTC) adopted the alternate mobility targets at its 12/18/13. NMC Chapter 14.43 is now effective, which is the trip budget and tracking program for South Beach. On 2/3/14 the Council adopted Ord. No. 2062 lifting the onerous trip cap limits that were imposed on new development at SE 40th and US 101 in 2007, as they are no longer needed to comply with state transportation planning rules. An associated settlement agreement will also be amended.

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 received a final grant agreement from ODOT on 7/30/13. City staff met with state officials on 10/15/13 to conduct a preliminary scoping meeting. An RFP for design services was issued 2/6/14 and will close on 2/24/14. Project is anticipated to start May 2014 and be completed by September 2016.

Reservoir UGB Amendment and Annexation: The expansion proposal was approved by the City Council on 5/6/13 and was forwarded to the County for its review and approval. The County Planning Commission held a hearing on the UGB expansion on 7/22/13 and recommended unanimously that it be approved by the Board of County Commissioners. A Board of Commissioners meeting is scheduled for 2/26/14. City and County staff have put together a draft MOU addressing the future transfer of Big Creek Road. It should be ready for Council consideration late February or early March.

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. Criteria have been developed and shared with Port of Newport staff. A taskforce meeting to consider criteria to be scheduled by the Port.

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. Counters were placed to collect traffic data in August. Staff met with ODOT consultants on 10/23/13 to discuss how the modeling will be performed now that data collection is winding down. This effort will take several months and is funded by ODOT Region 2 to the tune of about \$150,000.

Development of GIS Addressing Layer: City is responsible for assigning addresses within its corporate limits. The paper maps used for this purpose are frail, and the process for updating the maps is inefficient. A consultant is preparing a new GIS based addressing layers for all jurisdictions in the County. The project is funded by OEM and the information will be used to support 911 services. County is the lead coordinating agency and they have indicated that future funding from OEM may be more limited than originally anticipated. The project is on hold until this can be sorted out.

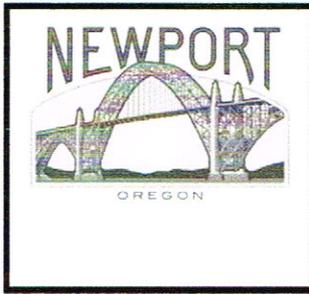
2007 Seal Rock Water District IGA: City entered into an Intergovernmental Agreement in 2007 that moved the shared service boundary such that it is now largely south of the Airport. City agreed to compensate the District for lost revenue and took over service to the affected area on 1/1/08. Properties north of the new service boundary line remain in the District and continue to be subject to District property taxes even though they no longer receive services from the District. Staff is working with the District on an amended IGA to map out the process for withdrawing the properties. City will be responsible for some of the District's outstanding GO Bond debt for lands it has annexed. This will be spelled out in the amended IGA. A corrected map exhibit and the transfer of the District's easements in the affected area also needs to occur. An amended IGA should be ready for Council consideration at its 3/3/14 meeting.

COMMITTEE WORK

Planning Commission: The Commission held work sessions on 1/13/14 and 1/27/14. At its 1/13/14 meeting the Commission considered the Council's request that it evaluate the Nye Beach Design Review Overlay and recommend appropriate amendments. It further discussed how the process should be structured to review the code and elected to form an ad-hoc work group with representation from the neighborhood and Commission. Advertisements have been sent out for the work group and the Commission is scheduled to appoint members at its 2/24/14 meeting. The Commission also considered ECONorthwest's scope of work for evaluating the feasibility of establishing a urban renewal district north of the Yaquina Bay Bridge, and gave staff feedback for how it would like to be involved in that process. At its 1/27/14 work session, the Commission reviewed three scenarios for potential urban renewal district boundaries, and conceptual project lists for each, and provided staff with feedback for how they should be adjusted before being submitted to ECONorthwest. The Commission held a regular meeting on 1/13/14 to elect its Chair (Jim Patrick) and Vice-Chair (Rod Croteau), appoint a member to the Business License Work Group (Mark Fisher), and to hold a public hearing on an ordinance amendment lifting the 180 peak hour vehicle "trip cap" restriction for new development at SE 40th and US 101.

CWACT Technical Advisory Committee (TAC): The advisory committee did not meet in January.

Parking Districts: The Bay Front Parking District met on 1/15/14. They considered a plan for improving usability and access to the Lee Street parking lots, additional parking at Port Dock 7, and sidewalk improvements between Local Ocean Seafood and the Maritime Museum. Approaches to funding structured parking were also discussed, as was enhanced seasonal shuttle services from upslope public lots. Funding was authorized for a small stretch of sidewalk work on Bay Street and the Public Works Department has issued a contract for the work. The Committee is planning to meet again in March to further discuss the above projects.



Date: February 6, 2014
To: Spencer R. Nebel, City Manager
Mayor and City Council Members
From: Bob Gazewood, Interim Finance Director
Subject: Monthly Departmental Report

Water/sewer Billings

We continue to experience software problems with the Utilities Billing System so we have scheduled a meeting with our software provider Caselle on February 19, 20 and 21st. Caselle will have a representative at Newport to review our issues and initiate software/program corrections, as necessary and required. If employee training is needed, it is to be provided.

For January, 2014, a total of 4,480 water/sewer accounts were billed for a combined amount of \$652, 670. At February 5, 2014, 114 water/sewer accounts are in delinquent status with a combined amount of \$13,160.89. From October's billing, \$127.70 is past due; from November's billing, \$1,134.84 is past due; and from December's billing, \$11,898.35 is past due.

Accounts Receivables - General

The accounts receivable report includes outstanding amounts due to the City for airport rents/leases, landing fees and fueling charges, building permits, and septic tank disposal. The accounts receivable aging report dated February 6, 2014 includes 137 accounts totaling \$91,098.79. A summary is provided below for your information.

Future and Current billings	\$13,196.13	14.49%
Over 30 days	2,519.76	2.77%
Over 60 days	1,304.28	1.43%
Over 90 days	4,503.05	4.94%
Over 120 days	1,752.60	1.92%
Over 150 days	<u>67,822.97</u>	<u>74.45%</u>
Total	<u>\$91,098.79</u>	<u>100.00%</u>

The foregoing summary reflects \$67,822.97 of the total of \$91,098.79 or 74.45% of receivables not collected in the over 150 day time period and \$10,079.69 or 11.06% not collected during the time periods from over 30 days through 149 days. The current January billings total \$13,196.13 or 14.49% of total accounts billed. Based on accounts receivable records and of major concern is one septic tank disposal service that has been billed a total of \$33,391.57 of which \$28,646.29 is outstanding over 150 days. This represents non-payment for a timeframe going back to about the second quarter of calendar year 2012. The accounts receivable record shows Seaport Air Operations owing the City \$6,067.76 that has been outstanding for a considerable time also.

In addition to the foregoing amounts due the City, the aging report shows eight (8) accounts with credit balances totaling \$7,403.28. These credits require further review and we will be looking into this further.

We are beginning to implement a better monitoring system and considering collection options on all past due accounts. We are currently working with our software provider Caselle to implement a more complete accounts receivable accounting system. Completed to-date includes a monthly billing invoice which includes not just current month activity but incorporates billings for all amounts due the City. We are looking at informing users with past due accounts that they will have 14 calendar days to bring their account current or initiate action to bring their account current or those unpaid accounts will be assessed interest and penalties charges. As to assessing interest and penalty charges, we may have to come back to the City Council for such authority. For mid and long-term overdue accounts we will be looking into turning the accounts over to a collection agency.

Room Tax

The City received five (5) Transient Room Tax Returns from the Embarcadero Resort Hotel for May 2012, June 2012, July 2012, August 2012 and September 2012 showing total taxes due of \$47,762.47. To date these transient room tax monies have not been received. After this was brought to my attention, I asked Finance staff to contact the Embarcadero for an explanation of why these monies had not been transmitted. Our request is shown as Attachment A and the Embarcadero's response is shown as Attachment A-1. The current staff at the Embarcadero claims no responsibility for payment as you will note from Attachment A-1. This matter needs further discussion for collection and/or guidance relative to legal review/action.

At January 31, 2014, there are seven (7) transient room tax returns that are delinquent for the reporting month of December 2013. (See Attachment B). These tax returns were due at January 15, 2014. Delinquent notices have been mailed out.

Audit Reports

In January, we received the Audit Report for the Newport Urban Renewal Agency for the fiscal period ended June 30, 2013. However, we are still not in possession of the City's

Audit Report for the fiscal period ended June 30, 2013. The auditor advised that they had not received the Actuarial Valuation of the City Retirement Plan for the updated period to July 1, 2013 and would hold off release of the Audit Report to incorporate the Valuation Report's findings in the Audit Report. At February 5, 2014, the Finance Department received the Valuation Report electronically. The Report was forwarded to the auditor the same day. I will be directing letters to the auditor and actuary asking for an explanation regarding the lateness of the reports and how this issue will be corrected in subsequent years.

Monthly Financials

I have attached January 2014 financial schedules for eight (8) major operating funds for your perusal and information. These Fund schedules are included herewith as Attachments C through J, and include the General Fund (C & C-1), Public Works Fund (D), Streets Fund (E), Water Fund (F), Wastewater Fund (G), Parks and Recreation Fund (H), Airport Fund (I) and Room Tax Fund (J). Brief comments follow:

1. **General Fund:** Of importance to note is that the General Fund schedule shows that 75% of the Fund's projected revenue for FY 2013-14 have been received as of January 31, 2014 compared to amounts expended at 48%. The year-to-date increase in fund balance of \$2,191,792 is a direct result of the 75% to 48% revenue to expenditure ratio. However, as the rate of expenditures for the next five (5) months catches up with declining receipts, the fund balance will decrease accordingly. The budgeted unappropriated ending fund balance at June 30, 2014 is projected at \$1,135,973. The actual amount should be at least \$200,000 higher. For comparison purposes, the actual beginning fund balance at July 1, 2013 was \$2,202,659. Attachment B-1 describes the types of revenue sources in each major category of revenue within the General Fund.

2. **Public Works Fund:** This fund is supported by charges assessed against the Streets Fund, Water and Wastewater funds and such transfers of charges are current at 58% for seven (7) months. With seven (7) months of expenditures in this fund spending at slightly above 50% at the rate of 51%, the outlook for this fund coming in under budget is good, particularly, with a vacant budgeted position that is not contemplated to be filled during the fiscal year.

3. **Streets Fund:** This fund is primarily supported by state gas taxes, storm drain utility fees and transfers from other funds. Taxes and fees are running at 68% versus 33% for expenditures. Of special interest, the beginning fund balance (BFB) was budgeted at \$54,537 while the actual BFB came in at \$148,676 or an increase of \$94,139. The Streets Fund had a negative cash position of \$(98,552.39) at June 30, 2013 which means that other City funds were effectively supporting the Streets Fund's expenditures.

4. **Water Fund:** The Water Fund appropriation was based on a beginning fund balance (BFB) estimate of \$766,499; however, the actual BFB at July 1, 2013 was \$548,243 or

\$218,256 less than the estimate. Action has been taken by Public Works to cut back on projects or reduce the scope of projects to make up for the shortfall in the actual beginning fund balance. This would account for the expenditure of capital projects running at 34% of budgeted expenditures at January 31, 2014.

5. **Wastewater Fund:** The Wastewater Fund appropriation was based on a beginning fund balance (BFB) estimate of \$550,000; however, the actual BFB at July 1, 2013 was \$281,123 or \$268,877 less than the estimate. Action has been taken by Public Works to cut back on projects or reduce the scope of projects to make up for the shortfall in the actual beginning fund balance. This would account for the expenditure of capital projects running at 15% of budgeted expenditures at January 31, 2014. While this Fund had a positive ending fund balance of \$281,123 at June 30, 2013, the Fund had a negative cash position of \$(203,835.37) at June 30, 2013 which means that other City funds were effectively supporting the Wastewater Fund's expenditures.

6. **Parks and Recreation Fund:** This fund shows actual revenues from fees at 70% at January 31, 2014 compared to budgeted estimates. If this trend continues to June 30, 2014, the budget estimate of \$471,000 will be exceeded. Overall expenditures are averaging at 52% or 6% less than the seven (7) month factor of 58%. For informational purposes, transfers from other funds to support the activities of the Parks and Recreation Fund represent 45.3% of budgeted resources for fiscal year 2013-14.

7. **Airport Fund:** The airport runway project has been delayed so this project will essentially be rolled over into FY 2014-15. The project revenue (Federal aviation grant and Connect Oregon Grant) was estimated at \$8,170,000. At January 31, 2014, grant related revenues total \$236,150 for reimbursement for amounts expended on the airport runway project. The FBO activity budget is expending at a 65% rate compared to the seven (7) month factor of 58%. Public Works is monitoring the Fund's revenue/expenditure rates with potential adjustments in the budget occurring later in the fiscal year.

8. **Room Tax Fund:** We have discussed this fund previously so with this report there is nothing new to report. Consistent with earlier discussions with the City Council, we will be making budget adjustments to this fund.

Reorganization

We are returning our efforts back to reorganization of the Finance Department. Preliminary discussions have been held with the City Manager and individual meetings with Finance staff have been scheduled for their input. Hopefully, we can have the reorganization completely in place by March 31, 2014.

Attachment A
10-30-2013

FAX TRANSMITTAL

RETURN FAX MAY BE SENT TO:

CITY OF NEWPORT - FINANCE
FAX # (541) 574-3355
PHONE # (541) 574-0621

TO Teyre Crowell COMPANY Embarcadero
FAX 541-265-7844 DATE 10-30-13
RE Room Tax NO of PAGES 1
(including cover page)

As you Requested For Your Records Please Reply
 Urgent For Review Please Comment

COMMENTS Please provide for our Interim Finance Director a written explanation of why payment was not remitted to the city for the May thru September 2012 Transient Room Tax.

Thank you for your time,

Randi Siller
Signature

Attachment A-1



1000 SE Bay Blvd
Newport OR 97365
(541) 265-8521 (541) 265-7844 Fax

FAX

Date: 10-30-13

FAX: 541.574.3355

ATTN: Randi Siller

of Pages including cover: 2

From: Teyre Crowell

Phone Number: 541.265.8132

Fax Number: 541.265.7844

Randi,

Since I no longer work for Tracy R Wiley who was the operator and person responsible for the unpaid taxes I've been instructed by my Supervisor that you need to contact Tracy Wiley directly regarding the letter.

His e-mail address is: tracyrwiley@hotmail.com

Mailing address: 5101 California Ave
Bakersfield CA 93309

Sincerely,

Teyre Crowell

teyre@embarcadero-resort.com

(541)265-8132 direct line

ROOM TAX

Report Criteria:

Tax return due date: 01/01/2014 - 01/31/2014

Account Number	Business Name	Tax Return Type	Tax Period End Date	Tax Return Due Date
239	EMBARCADERO	Transient Room Tax Return	12/31/2013	01/15/2014
709	TRAVELODGE, GCM HOSPITALTY LLS dba:	Transient Room Tax Return	12/31/2013	01/15/2014
1073	COMFORT INN, GKM PARTNERSHIP DBA:	Transient Room Tax Return	12/31/2013	01/15/2014
1200	DAYS INN	Transient Room Tax Return	12/31/2013	01/15/2014
2856	AGATE BEACH MOTEL	Transient Room Tax Return	12/31/2013	01/15/2014
3184	LANDING AT NEWPORT, THE	Transient Room Tax Return	12/31/2013	01/15/2014
94262	JO DUTHIE VAVCATION RENTAL	Transient Room Tax Return	12/31/2013	01/15/2014

CITY OF NEWPORT

Attachment C

GENERAL FUND - FISCAL YEAR 2014

FOR PERIOD ENDING

1/31/2014

	ADOPTED BUDGET	AMENDED BUDGET	ACTUAL JANUARY ACTIVITY	ACTUAL YEAR TO DATE ACTIVITY	BUDGET REMAINING	% OF ACTUAL TO BUDGET
REVENUE						
Property Taxes	5,980,000	5,980,000	87,125	5,350,865	629,135	89%
Other Taxes	158,848	158,848	16,962	80,844	78,004	51%
Fees	1,287,030	1,287,030	136,825	715,054	571,976	56%
Intergovernmental	650,000	650,000	27,491	286,018	363,982	44%
Grants	63,000	265,363	-	37,434	227,929	14%
Gift & Donations	5,000	5,000	-	1,000	4,000	20%
Fines	193,000	193,000	6,888	87,569	105,431	45%
Rents & Leases	75,000	75,000	9,084	65,864	9,136	88%
Interest	5,000	5,000	2,007	7,953	(2,953)	159%
Services Provided	845,016	845,016	70,388	492,714	352,302	58%
Miscellaneous	37,253	415,253	7,637	302,093	113,160	73%
TOTAL REVENUES:	9,299,147	9,879,510	364,407	7,427,409	2,452,101	75%
EXPENDITURES:						
City Administration	1,819,980	1,819,980	125,579	1,032,380	787,600	57%
Police	3,447,728	3,460,566	235,195	1,799,841	1,660,725	52%
Fire	1,905,674	2,266,076	183,749	1,040,737	1,225,339	46%
Library	1,014,715	1,014,715	81,679	505,035	509,680	50%
Community Development	356,549	356,549	19,379	151,080	205,469	42%
Facilities & Parks	878,444	1,159,054	50,781	433,280	725,774	37%
Non Departmental	331,500	583,626	31,632	239,908	343,718	41%
Contingency	74,443	111,871	-	-	111,871	0%
TOTAL EXPENDITURES:	9,829,033	10,772,437	727,994	5,202,261	5,570,176	48%
Excess of Revenue over (under)						
Expenditures	(529,886)	(892,927)	(363,587)	2,225,147	(3,118,074)	
OTHER FINANCING SOURCES (USES)						
Transfer In	1,292,000	1,645,510	53,437	897,837	747,673	
Transfer Out	(1,601,141)	(1,801,613)	(133,027)	(931,192)	(870,421)	
Total Other Financing Sources (Uses)	(309,141)	(156,103)	(79,591)	(33,355)	(122,748)	
Net Changes in Fund Balance	(839,027)	(1,049,030)	(443,177)	2,191,792		
FUND BALANCE - BEGINNING OF YEAR	2,120,000	2,185,000		2,202,659		
FUND BALANCE - END OF YEAR						
Reserved for Future Capital	145,000	-		-		
Undesignated Ending Fund Balance	1,135,973	1,135,970		4,394,451		
FUND BALANCE - END OF YEAR	1,280,973	1,135,970		4,394,451		

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Attachment C-1

The makeup of the categories in the General Fund is as follows:

Property Taxes	Both Current & Delinquent Property Taxes
Other Taxes:	911 State Excise Tax State Cigarette Tax State Liquor Tax
Intergovernmental:	State Revenue Sharing County Library Contribution Rural Fire District Payment
Fee:	Franchise Fees Fees in Lieu of Franchise Fees Business Licenses VRC/B&B Endorsement Tax
Grants:	DLCD Planning Grants Federal Grants Law Enforcement Grants State Grants
Miscellaneous	Miscellaneous Sales & Service Fiber Optic Conduct
Rents & Lease:	Rents & Leases
Fines	Court Fines Library Fines Parking Tickets Fines
Gift & Donations:	Gifts K-9 Programs Revenue

CITY OF NEWPORT

Attachment D

PUBLIC WORKS - FISCAL YEAR 2014

FOR PERIOD ENDING

1/31/2014

	ADOPTED BUDGET	AMENDED BUDGET	ACTUAL JANUARY ACTIVITY	ACTUAL YEAR TO DATE ACTIVITY	BUDGET REMAINING	% OF ACTUAL TO BUDGET
REVENUE						
Grants	-	-	-	-	-	0%
Interest	-	-	69	353	(353)	0%
Services Provided	869,567	697,484	58,124	406,866	290,618	58%
Miscellaneous	-	-	-	1	(1)	0%
TOTAL REVENUES:	869,567	697,484	58,192	407,219	290,265	58%
EXPENDITURES:						
Public Works Administration	239,248	239,248	17,862	124,114	115,134	52%
Engineering	462,361	396,483	29,253	262,950	133,533	66%
Mechanic	96,717	96,718	688	16,040	80,678	17%
Contingency	71,241	55,241	-	-	55,241	0%
TOTAL EXPENDITURES:	869,567	787,690	47,803	403,105	384,585	51%
Excess of Revenue over (under)						
Expenditures	-	(90,206)	10,389	4,114	(94,320)	
OTHER FINANCING SOURCES (USES)						
Transfer In	-	-	-	-	-	
Transfer Out	-	-	-	-	-	
Total Other Financing Sources (Uses)	-	-	-	-	-	
Net Changes in Fund Balance	-	(90,206)	10,389	4,114		
FUND BALANCE - BEGINNING OF YEAR	-	90,206		90,206		
FUND BALANCE - END OF YEAR	-	-		94,320		

CITY OF NEWPORT

Attachment E

STREET FUND - FISCAL YEAR 2014

FOR PERIOD ENDING

1/31/2014

	ADOPTED BUDGET	NOT AMENDED BUDGET	ACTUAL JANUARY ACTIVITY	ACTUAL YEAR TO DATE ACTIVITY	BUDGET REMAINING	% OF ACTUAL TO BUDGET
REVENUE						
Other Taxes	531,965	531,965	51,608	355,277	176,688	67%
Fees	380,000	380,000	32,228	225,715	154,285	59%
Intergovernmental	-	-	(5,282)	(5,282)	5,282	
Grants	-	-	-	-	-	
Interest	-	-	177	702	(702)	
Services Provided	-	-	-	-	-	
Miscellaneous	-	-	-	101	(101)	
TOTAL REVENUES:	911,965	911,965	78,730	576,512	335,453	63%
EXPENDITURES:						
Street Maintenance	686,316	686,316	33,003	229,895	456,421	33%
Storm Drain Maintenance	448,281	448,281	29,221	198,718	249,563	44%
Contingency	73,289	73,289	-	-	73,289	0%
TOTAL EXPENDITURES:	1,207,886	1,207,886	62,224	428,613	779,273	35%
Excess of Revenue over (under)						
Expenditures	(295,921)	(295,921)	16,506	147,899	(443,820)	
OTHER FINANCING SOURCES (USES)						
Transfer In	396,018	396,018	33,002	231,011	165,008	
Transfer Out	(61,250)	(61,250)	(5,104)	(35,729)	(25,521)	
Total Other Financing Sources (Uses)	334,768	334,768	27,897	195,281	139,487	
Net Changes in Fund Balance	38,847	38,847	44,404	343,180		
FUND BALANCE - BEGINNING OF YEAR	54,537	54,537		148,676		
FUND BALANCE - END OF YEAR						
Reserved for Future Capital	93,384	93,384		93,384		
Undesignated Ending Fund Balance	-	-		398,472		
FUND BALANCE - END OF YEAR	93,384	93,384		491,856		

CITY OF NEWPORT

Attachment F

WATER FUND - FISCAL YEAR 2014

FOR PERIOD ENDING

1/31/2014

	ADOPTED BUDGET	NOT AMENDED BUDGET	ACTUAL JANUARY ACTIVITY	ACTUAL YEAR TO DATE ACTIVITY	BUDGET REMAINING	% OF ACTUAL TO BUDGET
REVENUE						
Fees	3,055,000	3,055,000	235,644	2,157,939	897,061	71%
Grants	1,500	1,500	-	-	1,500	0%
Interest	1,000	1,000	317	1,474	(474)	147%
Services Provided	-	-	-	-	-	0%
Miscellaneous	26,500	26,500	1,750	30,978	(4,478)	117%
TOTAL REVENUES:	3,084,000	3,084,000	237,712	2,190,391	893,609	71%
EXPENDITURES:						
Water Plant	805,340	805,340	63,191	487,744	317,596	61%
Water Distribution	910,970	910,970	74,887	492,910	418,060	54%
Water Capital Projects	981,824	981,824	24,030	335,798	646,026	34%
Water Non Departmental	729,594	729,594	56,942	421,234	308,360	58%
Contingency	166,700	166,700	-	-	166,700	0%
TOTAL EXPENDITURES:	3,594,428	3,594,428	219,049	1,737,687	1,856,741	48%
Excess of Revenue over (under)						
Expenditures	(510,428)	(510,428)	18,663	452,705	(963,133)	
OTHER FINANCING SOURCES (USES)						
Transfer In	-	-	-	-	-	
Transfer Out	(206,071)	(206,071)	(17,173)	(120,208)	(85,863)	
Total Other Financing Sources (Uses)	(206,071)	(206,071)	(17,173)	(120,208)	(85,863)	
Net Changes in Fund Balance	(716,499)	(716,499)	1,491	332,496		
FUND BALANCE - BEGINNING OF YEAR	766,499	766,499		548,243		
FUND BALANCE - END OF YEAR	50,000	50,000		880,739		

CITY OF NEWPORT

Attachment G

WASTEWATER FUND - FISCAL YEAR 2014

FOR PERIOD ENDING

1/31/2014

	ADOPTED BUDGET	NOT AMENDED BUDGET	ACTUAL JANUARY ACTIVITY	ACTUAL YEAR TO DATE ACTIVITY	BUDGET REMAINING	% OF ACTUAL TO BUDGET
REVENUE						
Fees	3,575,000	3,575,000	297,857	2,159,821	1,415,179	60%
Grants	-	-	-	-	-	0%
Interest	-	-	37	70	(70)	0%
Services Provided	-	-	-	-	-	0%
Miscellaneous	-	-	-	11	(11)	0%
TOTAL REVENUES:	3,575,000	3,575,000	297,894	2,159,902	1,415,098	60%
EXPENDITURES:						
Wastewater Plant	1,224,833	1,224,833	110,487	640,542	584,291	52%
Wastewater Collection	618,155	618,155	21,959	281,531	336,624	46%
Wastewater Capital Projects	605,407	605,407	6,873	90,427	514,980	15%
Wastewater Non Departmental	837,218	837,218	67,017	466,226	370,992	56%
Contingency	134,860	134,860	-	-	134,860	0%
TOTAL EXPENDITURES:	3,420,473	3,420,473	206,337	1,478,725	1,941,748	43%
Excess of Revenue over (under)						
Expenditures	154,527	154,527	91,557	681,177	(526,650)	
OTHER FINANCING SOURCES (USES)						
Transfer In	-	-	-	-	-	
Transfer Out	(654,527)	(654,527)	(54,544)	(381,807)	(272,720)	
Total Other Financing Sources (Uses)	(654,527)	(654,527)	(54,544)	(381,807)	(272,720)	
Net Changes in Fund Balance	(500,000)	(500,000)	37,013	299,370		
FUND BALANCE - BEGINNING OF YEAR	550,000	550,000		281,123		
FUND BALANCE - END OF YEAR	50,000	50,000		580,494		

CITY OF NEWPORT

Attachment H

PARKS & RECREATION FUND - FISCAL YEAR 2014

FOR PERIOD ENDING

1/31/2014

	ADOPTED BUDGET	NOT AMENDED BUDGET	ACTUAL JANUARY ACTIVITY	ACTUAL YEAR TO DATE ACTIVITY	BUDGET REMAINING	% OF ACTUAL TO BUDGET
REVENUE						
Fees	471,000	471,000	49,939	329,175	141,825	70%
Grants	-	-	-	-	-	0%
Gift & Donations	1,700	1,700	195	195	1,505	11%
Rents & Leases	14,700	14,700	395	4,575	10,125	31%
Interest	-	-	3,908	6,178	(6,178)	0%
Miscellaneous	56,000	56,000	221	7,262	48,738	13%
TOTAL REVENUES:	543,400	543,400	54,658	347,386	196,014	64%
EXPENDITURES:						
Park Administration	154,238	154,238	9,247	75,994	78,244	49%
Senior Center	144,753	144,753	13,201	69,099	75,654	48%
Swimming Pool	384,591	384,591	26,683	196,413	188,178	51%
Recreation Center	424,782	424,782	30,907	215,915	208,867	51%
Recreation Programs	113,041	113,041	4,125	60,517	52,524	54%
Sports Programs	105,556	105,556	7,119	50,834	54,722	48%
New Pool Construction	-	-	27,011	27,011	(27,011)	0%
Contingency	16,143	16,143	-	-	16,143	0%
TOTAL EXPENDITURES:	1,343,104	1,343,104	118,292	695,782	647,322	52%
Excess of Revenue over (under)						
Expenditures	(799,704)	(799,704)	(63,634)	(348,396)	(451,308)	
OTHER FINANCING SOURCES (USES)						
Transfer In	622,761	622,761	44,320	383,418	239,343	
Transfer Out	-	-	-	-	-	
Total Other Financing Sources (Uses)	622,761	622,761	44,320	383,418	239,343	
Net Changes in Fund Balance	(176,943)	(176,943)	(19,314)	35,022		
FUND BALANCE - BEGINNING OF YEAR	208,646	208,646		219,002		
FUND BALANCE - END OF YEAR	31,703	31,703		254,024		

CITY OF NEWPORT

Attachment I

AIRPORT FUND - FISCAL YEAR 2014

FOR PERIOD ENDING

1/31/2014

	ADOPTED BUDGET	AMENDED BUDGET	ACTUAL JANUARY ACTIVITY	ACTUAL YEAR TO DATE ACTIVITY	BUDGET REMAINING	% OF ACTUAL TO BUDGET
REVENUE						
Fees	287,950	287,950	41,123	293,583	(5,633)	102%
Grants	8,170,000	8,170,000	150,602	236,150	7,933,850	3%
Rents & Leases	40,000	40,000	5,437	32,079	7,921	80%
Interest	-	-	278	1,294	(1,294)	#DIV/0!
Services Provided	30,704	30,704	2,559	17,911	12,793	58%
Miscellaneous	8,500	8,500	-	990	7,510	12%
TOTAL REVENUES:	8,537,154	8,537,154	199,997	582,007	7,955,147	7%
EXPENDITURES:						
Airport Ops	9,149,325	9,149,325	80,303	367,968	8,781,357	4%
Airport FBO	422,377	422,377	42,121	273,738	148,639	65%
Contingency	28,950	19,309	-	-	19,309	0%
TOTAL EXPENDITURES:	9,600,652	9,591,011	122,424	641,707	8,949,304	7%
Excess of Revenue over (under)						
Expenditures	(1,063,498)	(1,053,857)	77,573	(59,699)	(994,158)	
OTHER FINANCING SOURCES (USES)						
Transfer In	761,092	803,279	62,540	449,540	353,739	
Transfer Out	(6,932)	(6,932)	(578)	(4,044)	(2,888)	
Total Other Financing Sources (Uses)	754,160	796,347	61,963	445,496	350,851	
Net Changes in Fund Balance	(309,338)	(257,510)	139,536	385,797		
FUND BALANCE - BEGINNING OF YEAR	436,614	384,786		384,786		
FUND BALANCE - END OF YEAR	127,276	127,276		770,583		

CITY OF NEWPORT

Attachment J

ROOM TAX FUND - FISCAL YEAR 2014

FOR PERIOD ENDING

1/31/2014

	ADOPTED BUDGET	AMENDED BUDGET	ACTUAL JANUARY ACTIVITY	ACTUAL YEAR TO DATE ACTIVITY	BUDGET REMAINING	% OF ACTUAL TO BUDGET
REVENUE						
Tansient Room Tax	2,300,000	2,435,000	84,485	1,598,317	836,683	66%
Fees	10,000	10,000	1,401	6,561	3,439	66%
Interest	4,500	4,500	187	1,414	3,086	31%
OCCA/PAC Sound System Match	-	150,000	-	-	150,000	0%
TOTAL REVENUES:	2,314,500	2,599,500	86,074	1,606,291	993,209	62%
EXPENDITURES:						
Material & Services	854,900	910,500	121,661	525,807	384,693	58%
Capital Outlay	481,000	631,000	144,079	146,196	484,804	23%
Contingency	87,100	126,224	-	-	126,224	0%
TOTAL EXPENDITURES:	1,423,000	1,667,724	265,740	672,003	995,721	40%
Excess of Revenue over (under)						
Expenditures	891,500	931,776	(179,666)	934,288	(2,512)	
OTHER FINANCING SOURCES (USES)						
Transfer In	-	-	-	-	-	
Transfer Out	(1,501,500)	(1,574,400)	(62,102)	(1,043,423)	(530,977)	
Total Other Financing Sources (Uses)	(1,501,500)	(1,574,400)	(62,102)	(1,043,423)	(530,977)	
Net Changes in Fund Balance	(610,000)	(642,624)	(241,768)	(109,135)		
FUND BALANCE - BEGINNING OF YEAR	610,000	642,624		642,624		
FUND BALANCE - END OF YEAR	-	-		533,489		



Memo

To: Spencer Nebel, City Manager and City Council
From: Ted Smith, Library Director
Date: January 15, 2014
Re: Library Department Update

Professional Involvement:

On January 7, the Library Director met with other directors of the Oceanbooks Consortium to discuss future membership costs, automating patron notices, policies and RFID security.

On January 27, the Library Director took part in a teleconference with representatives of Innovative Interfaces, Inc., (iii) our library automation vendor, Tillamook County's IT Department, Tillamook County Library, Driftwood Public Library (Lincoln City) and Newport Public Library. The group discussed the timeline for implementation of iii's latest software release. This amounts to an installation of completely new software.

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Other Library News

On January 7, the Library Director met with David Southwell of Western Electric to layout the location of speakers for a PA system that will be installed in late January or early February. The PA system will help library staff relay information to patrons throughout the building at the same time. Lost children may be located more quickly, emergency information can be disseminated at once and general closing announcements can be made at the close of each day.

On January 8, the Library Director met with the City Manager, the City Attorney and the City Recorder to discuss details of the taxi ordinance and issues surrounding that ordinance. The taxi ordinance kerfuffle happened while the Library Director was serving as Interim City Manager and this meeting was to give both the City Manager and City Attorney some background into its history.

The Library Director spent a great deal of time this month meeting with the consultants who will be directing the Library Strategic Plan and Facilities Assessment Plan. On January 21, the Library Director met with Ruth Metz, one of the consultants on the Strategic Planning initiative. Ms. Metz and the Library Director conducted two background/orientation meetings with staff and interested members of the Library Foundation and Advisory Board.

On February 3, 4, and 5, library staff, citizens and consultants were involved in projects related to preparing a strategic plan and report on the present physical condition of Newport Public Library. The strategic plan and facilities study will be completed in late March and a full report will be given to the City Manager and Council in April. Based upon what we already know about the condition of the building and its contents, the preliminary budget request will have several equipment (furniture) related items as well as increased building maintenance dollars for paint.



Noble
Professional
Dedicated

Newport Police Department Memorandum

One Team - One Future

Date: February 5, 2014
To: Spencer Nebel, City Manager
From: Mark J. Miranda, Chief of Police 
Subject: January Department Report

1. Eyan, our narcotics detection canine has been out of full service for a while. He has been going through laser and acupuncture treatment and is showing signs of improvement. However he is not fully back to work as yet. He has made appearances at schools for locker checks and we'll be able to utilize him as long as there is not any intense physical activity.
2. Sgt. Tom Simpson announced his retirement which would be taking effect on February 1, 2014. Fortunately we recently had a sergeant's promotional process so we could quickly announce his replacement. Det. Tyson Haynes has been tapped to be our next sergeant. He will start in that capacity in mid-February and begin our in-house sergeant training program.
3. With Tyson Haynes being promoted, he will be leaving the LINT position. With a new officer just being hired and now another police officer position vacant, we do not have the ability to immediately fill the LINT detective position. We are doing a background investigation on a potential police officer candidate, but that person would not be brought on board until the end of February. Our best case scenario to fill the LINT position will be in August.
4. Department supervisors participated in a three day strategic planning retreat to review how we did as a Department in 2013 and to plan out 2014. One of the main areas we will focus on this year is training. Besides the mandated training such as OSHA related topics, we have a need to keep our officers sharp and ready to tackle any situation that confronts them. We also have to ensure that they have the proper safety training for obvious reasons. Each sergeant has been assigned as a liaison to Newport schools to aid in communication with the schools and to help them meet their police related needs.
5. Department members were involved in several major investigations this month. One involved the fugitives in Lincoln City. Because of the force used by an officer there, the County Use of

Integrity – Excellence – Community – Employees – Teamwork – Commitment

Force plan kicked in. NPD was asked to take the lead in the investigation since we had the least amount of personnel on scene when everything happened. Det. Mitch France coordinated the activities of almost two dozen law enforcement officers who helped in the investigation. He did an outstanding job putting everything together in a nice neat package for the District Attorney.

5. A few of the various meetings I attended include:
 - a. Willamette Valley Communication Advisory Board
 - b. Chamber After Hours
 - c. ODOT Quarterly Meeting

6. Our Police Volunteers are keeping busy supporting the Department and City. The following are some of the events and/or projects they assisted with:
 - a. Continue to work on the project of updating emergency contact information for businesses
 - b. Patrol the Bay Front on foot
 - c. Assisted with the Major Crash Team training
 - d. Finished helping with the School District's cache of emergency supplies.

7. Along with the Sheriff's Office, we are exploring the replacement of our Records Management System. Our current system is over ten years old and has never been user friendly, accurate or the company flexible for our needs. The system that we are looking at is not an 'off the shelf' system, but fully customized for our needs. It will also be less expensive than the current system to purchase and maintain. We have a way's to go, but things are looking favorable.

8. Many members of the Department attended the memorial service for Jim Rivers, the NPD Chief of Police from 1982 to 1999. He served the City well during those years.

9. Jon Humphreys, our newest officer has been scheduled to attend the 16-week police academy starting February 24th. When he graduates on June 13th, you and any member of the City Council are welcome to attend the ceremonies.

10. The 2014 session of the Newport Citizen Police Academy is slated to start within the next couple of months. This is a one night a week for ten weeks where we don't train citizens, but share with them what we do as a police department. This will be our third academy and the previous academies have been very well received. This is something that City Councilors are welcome to attend. More information will be coming out soon.

11. We have taken possession of two new patrol vehicles. These Chevrolet Tahoes are pursuit rated SUV's and have been well received by our officers. Those assigned to the vehicles no longer have to uncomfortably squeeze into a tight-fitting Dodge or if we were to purchase them, the new Ford

and Chevy sedans. Comfort is extremely important to police officers who ride in these cars for many hours at a time. Being uncomfortable puts undue stress on an officer and he/she will not be at their peak readiness for any event that confronts them. Our new SUV's are not the gas guzzlers of old. It appears that that they even have better gas mileage than our Fords. We've had a Chevy Tahoe as a K-9 vehicle since 2009 and have determined that the maintenance cost on the vehicle is much less than our other rolling stock. Many police departments across the country are switching to SUV's as they have become the best option for a police vehicle.



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

February 6, 2014

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

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

The fire department responded to 142 calls for service in January, as compared to 140 in January, 2013. Significant calls included a fire at a large senior apartment building on 1/13/14. Fortunately, the fire sprinkler system held the fire in check while the firefighters rescued two people from the building. Staffing was challenging, even though we had a relatively good response (14 of our personnel, 4 from Depoe Bay, and an engine from Toledo standing by to cover the City for subsequent calls). We also had a house fire on 1/28/14, which was contained to a power panel and the wall area around it, and the crews did an excellent job.

This past month we added five volunteers and we lost one volunteer who was very active. Overall, our recruitment and retention efforts are paying off. The challenge now is to provide the turnout gear, pagers and other equipment needed (a cost of about \$3,000 each). We are now running a recruit academy that includes volunteers from other Lincoln County fire departments. We will hold any future volunteer applications until just before the next regional academy, so that we have a new fiscal year budget to provide the needed equipment.

Last month, the Council approved a new Command Unit, and the vehicle has been purchased and is currently at the paint shop. It will take about six weeks for painting and outfitting with equipment.

We have begun working on our budget. The budget process changes that you have implemented seem like they will make for a smoother budget process. We will be requesting some staffing changes, the continuance of contributions to an apparatus replacement reserve fund, and the purchase of one new engine in FY 2014-15.

We have been involved with preparations for the Seafood and Wine Festival, and you should be receiving copies of the emergency police and fire plans soon.

As a reminder, the fire department's awards dinner will be on March 8th. Melanie will be sending invitations to you and the Council members soon.

Finally, I have decided that I will be "hanging up my helmet" in June. My resignation will provide an opportunity to review the organization and consider reconfiguring the department. I plan to work through the budget process, and incorporate some proposed changes in staffing that I believe could improve the level of service without huge budget increases. After our meeting regarding the tentative transition plan with Chief Murphy this morning, I believe he could fill in as Interim Fire Chief for a six month period. This will help the transition, and give adequate time for selection of the permanent Chief. I will be forwarding a letter with the details of my anticipated departure shortly.

My resignation is not in any way due to any dissatisfaction with the job - on the contrary - I truly love my job and the Newport community. I just need to spend more time with family that are spread between Washington, California and Georgia, and I don't feel I will be able to continue with the level of commitment required to do a good job. I am sincerely grateful for the opportunity to be a part of the team serving Newport.

Respectfully submitted,
Phil Paige, Fire Chief

NEWPORT FIRE DEPARTMENT

City Report January 2014

	CITY	RURAL		CITY	RURAL
FIRE CALLS:	5	1	PERMITS ISSUED:		
AUTOMATIC ALARMS:	8	0	BURN PERMITS:	29	48
MEDICAL CALLS:	83	15	FIREWORKS PERMIT:	0	0
MOTOR VEHICLE COLLISION	3	1	FIREWORKS DISPLAY:	0	0
RESCUE	0	0	PERSON INSERVICES TOURS:	90	
MUTUAL AID RENDERED:	0	4	TOTAL INSPECTIONS:	17	
MUTUAL AID RECEIVED:	0	0	VIOLATIONS:	80	
AVIATION STANDBY:	0		ABATEMENTS:	2	
PUBLIC SERVICE	13	4	PLAN REVIEWS:	7	
HAZARDOUS CONDITION	2	0	CONSTRUCTION INSPECTIONS:	2	
OVERPRESSURE/RUPTURE:	0	0	VOLUNTEER HOURS	271	

OCCUPANCIES of Fires and Automatic Alarms

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

NEWPORT FIRE DEPARTMENT

City Report January 2014

CAUSES of Fires and Automatic Alarms

	CITY	RURAL		CITY	RURAL
ALARM MALFUNCTION:	0	0	HEATING APPLICANCE:	0	0
CARELESS SMOKING:	0	0	INCENDIARY:	0	0
CHILDREN W/HEAT SOUR	0	0	PROHIBITED MATERIALS	0	0
CLEARANCE:	0	0	MISTAKEN ALARM:	3	1
ELECTRICAL:	2	0	OPEN FIRES:	0	0
ENGINE BACKFIRE:	0	0	REKINDLE:	0	0
EXPOSURE FIRE:	0	0	SCORCHED FOOD:	1	0
FALSE ALARM:	5	0	SPARKS:	0	0
FIREWORKS:	0	0	UNDETERMINED:	0	0
FLAMMABLE LIQUID:	1	0	WELDING/CUTTING:	0	0
FLUES:	1	0			
FRICTION:	0	0			
GAS LEAK:	0	0			

LOSS OF LIFE

CIVILIAN: 0 FIREFIGHTER: 0

INJURY

CIVILIAN: 0 FIREFIGHTER: 0



Memo

To: Spencer Nebel, City Manager and City Council

From: Jim Protiva, Parks and Recreation Director

Date: February 6, 2014

Re: Department Update – January 2013

Recreation Center

- Shannon Rackowski gave her 1-month notice, having worked for our Department for 7 years and being involved with training for City staff for many more.
- Started a new Tae Kwon Do class teaching traditional and Olympic styles.
- Hiring issues continue: 1 Rec. Leader is now a Control Desk person, so we need to hire another Rec. Leader, plus 1 Control Desk person is out on maternity leave
- Heidi Cabal, well-known/popular Zumba teacher, is now renting rooms from us 5 times a week and will be adding more in March.

Municipal Pool

- Hosted a High School Swim meet on the 7th with 5 teams
- Held Aloha Swim event with games, prizes, and snacks, fun time! We noticed that we had a lot of middle school aged youth (72 in attendance)
- Had evening swimming lessons the 13th through the 24th (sold out)
- Experienced a major power outage/failure 30th and 31st. New transformer and heater in locker rooms, everything back up and running now

Sports Programs

- Middle School Girls basketball season began. Player assessment was held January 8th. 2 teams were organized with a total of 19 females.

- 1st – 6th Grade Youth Basketball season started on January 18th. We have 129 youth enrolled. Games are being played throughout the Lincoln County area.
- Men's basketball season started on January 20th. We have a total of 5 teams enrolled in the league.
- 2014 Coast Hills Classic Bike Race planning has begun.

60 Plus Center

- The Friends of the 60+ Center helped purchase a new AED for downstairs
- The AARP tax preparation volunteers trained throughout the month of January for the new season beginning Tuesday, February 4.
- These new classes have been added: Training in I-Pad, Party Bridge, and a Monday Movie.

Parks & Rec Data January 14	Facility usage counts	# Programs offered	New annual passes	Total annual passes	New other passes	Total other passes	Drop in users
Senior Center	1,556	34	N/A	N/A	N/A	N/A	92
Sports	1630 est. vists mult. Locations	8	N/A	N/A	N/A	N/A	490
Recreation Center	16,508	24	103	735	67	978	1110
Municipal Pool	5,888	9	15	142	30	89	213
Totals	25,582	75	118	877	97	1,164	1,905

*spectators are not required to have a pass

*Rec Center pass allows Pool use

*300 City employee/FD Volunteer active passes not included in total