

Monthly Departmental Reports



July & August, 2014



Memo

To: Spencer Nebel, City Manager and City Council
From: Derrick Tokos, Community Development Director
Date: September 5, 2014
Re: Department Update

MONTHLY PERMIT FIGURES

The following is a summary of building and land use activity for July and August of 2014.

	Building Permits	Electrical Permits	Plumbing Permits	Construction Value	Land Use Actions
Jul/Aug	29 (\$21,498.31)	50 (\$6,624.60)	17 (\$3,330.20)	\$2,397,565	5 (\$2,756.00)
YTD	120 (\$85,072.40)	201 (\$24,822.40)	58 (\$10,151.23)	\$9,729,405	30 (\$12,942.00)

Building permit activity included 7 new single family homes, 6 residential remodels, a couple of commercial re-roof projects, a commercial remodel, grading and foundation work for Samaritan's Center for Health Education, wall signs, a roof sign, and temporary signs. The city has now issued permits for 23 new dwellings. A total of 10 were permitted all of last year. Land use actions include a conditional use permit to expand a restaurant on the bay front, an encroachment permit, a minor partition, modifications to the Wilder preliminary and final development plans, and ordinance amendments for Local Improvement Districts.

STATUS OF MAJOR CONSTRUCTION PROJECTS

Lincoln County School District: Temporary occupancy issued for new high school theatre room. Construction of a new storage building is ongoing.

Samaritan Health Education Center: Permit issued for grading and foundation work. Construction is underway.

O'Reilly Auto Parts: Building enclosed and finished work is underway. Shelving inspection performed. Anticipate issuing final in advance of planned 9/13/14 opening.

Nazarene Church Outreach/Community Center: Plans for interior improvements submitted for review and construction continues to progress slowly.

Curry Marine Building Remodel: Structure is being renovated for use by the OSU Extension Service. Building permit has been issued. Revisions were made to the plans post permit issuance. That work is now complete.

Local Ocean Restaurant Expansion: Still operating under temporary occupancy for second floor improvements. Installation of dumbwaiter is the only outstanding item.

Rogue Brewery Distillery Expansion: Structure is fully enclosed and finish work is underway. Cover inspections have been performed for electrical and plumbing. Rogue will want temporary occupancy soon. They submitted a draft effluent management agreement to the City on 9/2/14. Plan is being reviewed. Temporary occupancy will not be issued until agreement is finalized.

Teevin Bros. Log Yard: Permit review is complete and ready to issue. Teevin Bros. has put the project on hold until the Port completes the supplemental dredging at the Terminal facility.

SIGNIFICANT PLANNING PROJECTS

Pacific Marine Energy Center – South Energy Test Site (PMEC – SETS): Future grid connected wave energy test facility off the coast of Newport. NNMREC-OSU is working through the FERC regulatory process and is currently identifying issues that need to be addressed as part of the environmental assessment. The next collaborative work group meeting is scheduled for 9/10/14 in Portland. I should have additional information regarding the status of this project after that meeting.

Safe Haven Hill Tsunami Evacuation Improvements: FEMA funded Phase 1 scope of work, including supplemental geotechnical and benefit-cost analysis, is complete. Studies conclude 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. On 4/8/14 FEMA requested that archeological investigation of the site be performed before Phase 2 grant will be issued for construction. Archaeologist completed survey and report has been filed and accepted by FEMA. Awaiting action by FEMA to award Phase 2 funding.

Creation of Land Bank for Work Force Housing: Lincoln Community Land Trust is recruiting for an Executive Director to implement work force housing initiatives outlined in its MOU with Newport, Lincoln City, and Lincoln County. Staff to coordinate with Habitat for Humanity on potential land banking opportunities for consideration at a future Council meeting.

Vacation Rental Code Update: At this time 161 applications for VRD or B&B endorsements have been submitted. The City has conducted 156 inspections, 148 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.

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 City/State have selected a consultant. Consulting scope of work and budget has been finalized and contract is being drafted by ODOT. Project was to formally kick-off in early August with preliminary design and community outreach to follow; however, the schedule has been pushed back because ODOT does not have the consulting contract finalized. Construction funds must be obligated by September 2015 or we risk losing the grant. Coordinating with City Manager on securing assistance from state legislators to clear the logjam at ODOT.

Reservoir UGB Amendment and Annexation: The expansion proposal was approved by the City Council on 5/6/13 and County on 4/16/14. An intergovernmental agreement addressing the future transfer of Big Creek Road has also been put in place. DLCD acknowledged the UGB amendment on 7/10/14 and the UGB expansion is official as of that date. City Council initiated annexation process for city owned properties within the expansion area on 7/7/14. A hearing before the Planning Commission will be scheduled once the County completes the legalization survey, which should occur by mid-September. Staff is preparing a draft maintenance agreement for Big Creek Road and a legal description for the city properties that are to be annexed.

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 and 2/18/14 to discuss how the modeling will be performed and provided them with land use data they will need to perform growth projections. Existing development assumptions provided by consultant in May. Staff has reviewed and edited the data. Staff met with the consultant on 6/11/14 and 8/15/14 to review and finalize 20-year growth assumptions for the traffic model. This modeling effort will extend into the fall and is funded by ODOT Region 2 (approx. \$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. Project was placed on hold while 911 service transfer occurred between LINCOM and Willamette Valley. Staff anticipates the project will get going again soon.

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. An amended IGA that maps out the process for withdrawing the properties was adopted by the District on 4/10/14 and Council on 4/21/14. City will be responsible for some of the District's outstanding GO Bond debt for lands it has annexed. Staff is coordinating with the Department of Revenue to ensure that they will accept the debt allocation in the agreement before initiating the withdrawal process and is awaiting their response (emails sent 7/31/14 and 8/19/14).

Student Housing Study: Secured \$7,500 from the Department of Land Conservation and Development (DLCD) Commission and Lincoln County has agreed to contribute \$7,500. Staff is preparing a mini-solicitation for consulting services that will be distributed once DLCD provides the final grant agreement.

Local Improvement District TGM Grant -- Secured \$65,000 in funding from the Transportation Growth Management Program for the purpose of developing model policy, code, and informational materials to assist the City of Newport in making Local Improvement Districts an effective and publicly acceptable financing tool for needed transportation system improvements. Staff is meeting with the TGM Grant Manager on 9/12/14. Project solicitation will occur in the fall, with consultant selection January of 2015. An IGA will be prepared by 4/16/15 and the project must be complete by 6/30/16. City has budgeted \$15,000 in match funds. There will be significant public outreach as part of this project.

South Beach Urban Renewal Infrastructure Improvements: Subdivision plat and associated street vacation to facilitate extension of SW Abalone Street and SW 30th for the OMSI development has been approved with final Council action on the vacation occurring 9/2/14. A final plat is being prepared for recording and funds will be transferred to escrow for payment. The street improvements are currently being designed in anticipation of construction summer of 2015. SW Brant Street and SW 27th Street will be paved with sidewalks at the same time. SE Ferry Slip Road will be widened and a multi-use path installed on the west side from SE Marine Science Drive to SE Ash Street. Staff is developing a public outreach process for the design of these improvements. ODOT will begin work on designing the new SE 35th and US 101 intersection this fall with construction in spring of 2017. Staff is holding a project coordination meeting with ODOT on 9/18/14.

COMMITTEE WORK

Planning Commission: The Commission held a public meeting on 7/28/14 at which it approved the final order and findings of fact for the Plat of Sunset Dunes. No meetings were held in August.

Nye Beach Design Review Ad-Hoc Workgroup: This group of community members has been asked by the Planning Commission to assist in developing recommended changes to the Nye Beach Design Review Overlay. The group met for a fourth time on 7/9/14 to consider whether or not changes should be made to the architectural design guidelines. A list of questions was developed for SERA Architecture, who is assisting the group in fine tuning the architectural standards to ensure that they influence design in a manner that is consistent with the character of the community. The group met with SERA on 8/20/14 to discuss the guidelines and code and is currently evaluating SERA's recommendation memo in advance of its 9/18/14 meeting. The Ad-Hoc Work Group will likely hold 2-3 additional meetings before providing a recommended package of code amendments to the Planning Commission.

Business License Work Group: Group met on 7/22/14 and 8/6/14 to consider changes that are needed to the Business and Taxi Cab licensing ordinances. Staff has prepared code revisions addressing the issues identified by the group for consideration at its 9/8/14 meeting.

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

Parking Districts: The parking districts did not hold meetings in July/August.



Date: September 2, 2014
To: Spencer R. Nebel, City Manager
Mayor and City Council Members
From: Mike Murzynsky, Finance Director
Subject: Monthly Departmental Report

Water/sewer Billings

At July 31, 2014, a total of 4,497 water/sewer accounts were billed for combined amounts due of \$777,875. At August 31, 2014 a total of 4,482 water/sewer accounts were billed for combined amounts due of \$938,943. Water/sewer billings include charges for water and sewer user fees, infrastructure and storm water drain fees, sewer quantity charges if there is water consumption, and fire line charges for commercial accounts. At August 31, 2014, we have water/sewer accounts in delinquent status with a combined amount of \$183,641 with the following aging breakdown. From the July 31, 2014 billing, \$88,394 is past due; from the June 30 billing, \$9,428 is past due; and from May 31 billing, \$85,819 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 September 5, 2014 Aging Report shows accounts receivables at \$86,785. This amount includes a Bed & Breakfast business debt of \$9,345 for delinquent room tax monies. Due to filing of a lien on personal property, an amount of \$25,599 was added to the Accounts Receivable (AR) listing in May 2014. This lien was pursuant to a court judgment based on code enforcement issues on the subject property. The net receivables, excluding the two aforementioned accounts, total \$51,841. A summary of the September 5, 2014 report is provided below for your information.

Future and Current billings	\$ 4,949	5.70%
Over 60 days	25,249	29.1%
Over 90 days	62	0.07%
Over 120 days	9,540	10.99

Over 150 days	<u>46,987</u>	<u>54.14%</u>
Total	<u>\$ 86,785</u>	<u>100.00%</u>

One septic tank disposal service that has been billed a total of \$34,395.05 of which \$32,290.81 is outstanding over 150 days. This represents non-payment for a timeframe going back to about the second quarter of calendar year 2012. This account has been referred to the city attorney. The accounts receivable record shows Seaport Air Operations owing the City \$6,067.76 that has been outstanding also.

In addition to the foregoing amounts due the City, the aging report shows several accounts with credit balances totaling \$6,801.70 compared to the prior month total of \$8,381.19. Research continues on these credits and accounts are cleared as we resolve the issues. Many of these credit balances are pre-payments on accounts, in particular, airport leases.

We are continuing to implement a better monitoring system and considering collection options on all past due accounts. Users with past due accounts are being informed of their delinquencies and we are following-up on those accounts to bring them current. For mid and long-term overdue accounts we will be turning the accounts over initially to the city attorney.

Room Tax

As reported previously, 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. This matter will initially be turned over to the city attorney.

Audit

The auditors were here the week of July 14th for their interim field work. They are scheduled to complete the field work the week of October 13th. Our goal is to complete the financial statements prior to the auditors return.

Monthly Financials

At this time, we are completing year-end June 30, 2014 financials and hope to have them available in the next week. July and August statements will be completed by the end of September 2014.

Reorganization

The reorganization has been implemented and is in the transition stage. Staff is handling it well.

Staffing

We interviewed six candidates' the week of July 14th and decided to hire Richelle Burns. Her plans are to start September 2, 2014.



Noble
Professional
Dedicated

Newport Police Department Memorandum

One Team - One Future

Date: September 4, 2014

To: Spencer Nebel, City Manager

From: Mark J. Miranda, Chief of Police 

Subject: July Department Report

1. Applications for Police Officer are currently being accepted. We hope to have testing in August, and with any luck will have someone on board by November.
2. I was approached by an organization called Ceasefire Oregon. This group is interested in helping to reduce gun violence in Oregon. Their mission is to reduce the amount of firearms on the streets. To do this, they have developed a buy-back program. With the assistance of local law enforcement agencies, Ceasefire Oregon provides cash rewards to people who turn in unwanted firearms. The law enforcement agency takes custody of the firearms. The agency will then arrange to have the firearms destroyed. We are interested in participating in this endeavor. However, due to our busy summer and staffing levels, nothing will be happening until probably after the first of the year.
3. Police Department sent an officer to Lincoln City to assist with the 4th of July festivities there. We also sent an officer to Toledo to assist Toledo PD during Toledo Fest. This is a reciprocal agreement we have with these agencies since they provide us help during the Seafood and Wine Festival.
4. Community Service Officer interviews were conducted and one candidate was selected to go on to the next phase. Unfortunately the candidate did not pass the background investigation. A second set of interviews were conducted which produced several possible candidates. One will be going through the background phase.
5. On July 18th I gave a briefing to the Newport Chamber of Commerce on the Police Department. I provided information on our current status and other aspects of the Department. The talk was well received.
6. Because of short staffing, Lt. Malloy and I worked some patrol shifts. It's refreshing to get out in the clean air and just handle radio calls. Unfortunately no one does my office job when I'm gone.

7. Sgt. Brent Gainer and Sgt. Tyson Haynes completed the first of their two week supervisor leadership academy at the Police Academy in Salem. They were provided with supervisory information and did some scenario based training so they can become more affective leaders. This is a mandatory course for law enforcement supervisors in Oregon.
8. Spencer Nebel and I met with the Executive Board of the Newport Police Association. I meet with them quarterly to keep lines of communication open and to have the ability to squelch any rumors that may be floating around the office.
9. There was no criminal activity in Newport of note, but a couple of media releases were sent out: (more information can be found in NPD Media Releases located at www.newportpolice.net):
 - a. 7-3-14 – 4th of July fireworks safety
 - b. 7-10-14 and 7-31-14 – National Night Out reminders
 - c. (we did arrest 70 people in July)
10. I attended the following meetings during the month:
 - a. Law Enforcement Council
 - b. LINT Board
 - c. Chamber After Hours
 - d. YBFF Dinner
 - e. Willamette Valley Communications Center Administrators
 - f. Rotary Board
 - g. Oregon National Guard
 - h. Western States Information Network



Noble
Professional
Dedicated

Newport Police Department
Memorandum

One Team - One Future

Date: September 4, 2014

To: Spencer Nebel, City Manager

From: Mark J. Miranda, Chief of Police *MJM*

Subject: August Department Report

1. The application period for Police Officer is now closed and we received about 70 applications from across the country. We will have testing in September, and with any luck will have someone on board by November.
2. The Willamette Valley Communications Center provided us with training on the CAD system they use for dispatching our officers. We now have the ability to enter calls into the system ourselves, instead of calling WVCC in Salem. When people come to our counter to ask to talk to a police officer or report a crime, the process used to be that they would be directed to the desk telephone and call WVCC. Sometimes they would have to wait 5-10-15 minutes before they could talk to a call taker. Now, our Records personnel can take less than five minutes to obtain information from the citizen and enter it into the CAD system. This will get the ball rolling in dispatching an officer a lot sooner, and the citizen does not have to play the waiting game on the telephone.
3. This month the Oregon Association of School Resource Officers held their conference at the Best Western. I gave a welcome talk to the attendees who numbered over 70 officers.
4. Our NPD Volunteers have continued to patrol the Bay Front this summer. This year, they have also set up an 'information kiosk' utilizing our Incident Response Vehicle. The volunteers answer questions, provide information and give directions to the hundreds of visitors that pass by. The volunteers cannot be down there all of the time, but of the time they donate, everyone is appreciative.
5. We continue to work on abating the two 'homes' on NW Nye Street. We are working with the City Attorney to make sure that we are covering all of the bases to insure the owner's property

rights are not violated. I do not have an estimate on when this project will be complete, but it could take months.

6. Sgt. Brent Gainer and Sgt. Tyson Haynes completed the second week of their two week supervisor's course at the Police Academy.
7. Because of short staffing, both Lt. Malloy and I worked more patrol shifts. Vacations, illnesses, open positions and other issues have caused our shortages.
8. Ofcr. Barry Macy resigned this month to pursue other opportunities and endeavors.
9. In preparation for the new school year, I have met with all of the principals for the Newport schools. I have also met with Sue Graves the School District's Safety Coordinator. Everyone is excited to have school back in session again.
10. Some highlights of criminal activity in Newport included (more information can be found in NPD Media Releases located at www.newportpolice.net):
 - a. 8-4-14 – Man rescued from Yaquina Bridge arrested for trespassing
 - b. 8-4-14 – Burglar arrested
 - c. 8-7-14— Green dot money pack scam
 - d. 8-12-14 – Menacing / Weapons arrest
 - e. 8-14-14 – Stolen vehicle recovery with an arrest

11. I attended the following meetings during the month:

- a. Law Enforcement Council
- b. Rotary Board
- c. Partnership Against Alcohol and Drug Abuse Board
- d. Children's Advocacy Center
- e. Western States Information Network



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

September 5, 2014

To: Spencer Nebel, City Manager
Re: July & August Monthly Activities

Here is a brief summary of Fire Department activities in July and August:

Operations

For 2014, the fire department responded to 1,334 calls for service as of the end of August, as compared to 1,223 calls for that same time period in 2013; an increase of 9%. In July and August we responded to 181 calls each month compared to 164 calls in June. Significant calls included a substantial brush fire in South Beach on June 11th and a rollover car accident with extrication in front of Newport Steak and Seafood on June 17th.

We currently have 32 active volunteers and 1 on leave. It is with sadness that we lost one member to suicide. Several members of the Department attended his memorial service and I was pleased to see that it was well attended. Our Department Chaplain, Rick Derby has been very helpful in providing counseling to our members. He will attend the next recruit academy scheduled for September.

We have had a busy and productive July, and August looks to be equally busy. On the 14th of July, we were able to test all of our large diameter in about 6 hours. Only two sections of 5" hose needed to be repaired. With this complete, we have tested all of our fire hose for this year.

The new MSA SCBA's we ordered have arrived and we have training with them over the last couple of weeks. They. We will be placing them into service by the end of this week. We will be giving a demonstration to the Council at their September 15th meeting.

On July 16th, Engineer Bert Johnson and Melissa Roman from Public Works inspected our new ARFF unit at the factory in Wyoming, Minnesota. The truck arrived at the Main Station at the end of July. Training on the truck was completed in early August and we will place the vehicle in service early next week. Keeping with the Airport theme, we completed our annual FAA inspection last week and we passed.

Our company inspection program is progressing nicely, thanks in large part to our shift crews with help from Engineer Rampley. We are finishing up with hotel/motel inspections and moving to business and mercantile occupancies. Feel free to join the crews on their inspections. It is a great way to reach out to the business community and helps us get familiar with buildings in town. We are currently reviewing different pre-plan programs and will be purchasing the software and tablets to support our pre-plan program. At the August City Council meeting we will be asking the Council to adopt the new 2014 edition of the Oregon Fire Code, as required by state law.

Our annual Fire Department Picnic was held on Friday August 8th through the 10th. There were members past and present at the event and everyone had a great time.

Several members of our Department, along with other personnel from the City recently attended ICS training held at the Gleneden Beach Fire Station. More ICS training will be available early next year.

Fire Prevention

There were 24 commercial inspections conducted during the month of June during which 178 violations were reported. A lot of time was spent working with local Hotels to make sure they are compliant with the Oregon Fire Code. For many hotels this was the first inspection they have received in many years. There were 18 plan reviews conducted for new construction or remodeling projects. July and August statistics will be forthcoming in my next Department report.

A lot of prep work was completed to begin a three year program to inspect all ‘Business’ and ‘Mercantile’ properties in Newport. The program begins in July, with a programmed rate of 30 inspections per month over a three year period. Several new construction residential sprinkler system tests were also witnessed.

Emergency Management

On June 11th members of the City Emergency Management group met to set up the Emergency Operations Center in the City council chambers. This ‘dry run’ allowed staff to identify hardware and personnel needs, and was in preparation for bringing up the EOC during a regional disaster drill in the fall. NFD participated in a full earthquake/triage and transport drill at Samaritan Pacific Communities Hospital on June 24th. Several Newport employees attended the “Tsunami Island Mapping” meeting hosted by the Oregon Office of Emergency Management on June 18th. This workshop at OCCC focused on using local knowledge to map out population centers following a Cascadia Subduction Zone earthquake and tsunami.

Training

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

- Vertical Ventilation
- Forcible Entry
- Fire Behavior
- SCBA & PPE
- Ladders
- Vehicle stabilization, Air Bags & Rescue Jacks
- Live Fire, Burn School
- Pelvic Trauma (Fractures & Immobilization)

During the month of June 565.5 hours of training were documented. Of the 565.5 hours of training in June 272.0 hours were logged by the paid staff and 293.5 hours were logged by the volunteers.

In June we had two staff attend an Advance Fire Behavior class, and one volunteer attend an Incident Command Strategies and Tactics class. We conducted a Live Fire, Burn to Learn, training on June 21st. We had a total of 31 participants from three departments, including Newport Fire. The Burn to learn was a great success allowing some of our new people to finish their last required training in order to become entry qualified and opportunity for our experienced people to lead the new people and hone their own skills.

Respectfully submitted,
Rob Murphy, Interim Fire Chief

NEWPORT FIRE DEPARTMENT

City Report July 2014

	CITY	RURAL		CITY	RURAL
FIRE CALLS:	5	2	PERMITS ISSUED:		
AUTOMATIC ALARMS:	6	1	BURN PERMITS:	0	0
MEDICAL CALLS:	108	15	FIREWORKS PERMIT:	0	0
MOTOR VEHICLE COLLISION	4	1	FIREWORKS DISPLAY:	1	0
RESCUE	0	6	PERSON INSERVICES TOURS:	3	
MUTUAL AID RENDERED:	3	3	TOTAL INSPECTIONS:	36	
MUTUAL AID RECEIVED:	0	0	VIOLATIONS:	44	
AVIATION STANDBY:	0		ABATEMENTS:	0	
PUBLIC SERVICE	9	5	PLAN REVIEWS:	9	
HAZARDOUS CONDITION	4	0	CONSTRUCTION INSPECTIONS:	0	
OVERPRESSURE/RUPTURE:	0	0	VOLUNTEER HOURS	86	

OCCUPANCIES of Fires and Automatic Alarms

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

NEWPORT FIRE DEPARTMENT

City Report July 2014

CAUSES of Fires and Automatic Alarms

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

LOSS OF LIFE

INJURY

CIVILIAN: 0 FIREFIGHTER: 0 CIVILIAN: 0 FIREFIGHTER: 0

NEWPORT FIRE DEPARTMENT

City Report August 2014

	CITY	RURAL		CITY	RURAL
FIRE CALLS:	3	3	PERMITS ISSUED:		
AUTOMATIC ALARMS:	6	1	BURN PERMITS:	0	0
MEDICAL CALLS:	76	15	FIREWORKS PERMIT:	0	0
MOTOR VEHICLE COLLISION	10	4	FIREWORKS DISPLAY:	0	0
RESCUE	1	3	PERSON INSERVICES TOURS:	0	
MUTUAL AID RENDERED:	1	0	TOTAL INSPECTIONS:	0	
MUTUAL AID RECEIVED:	0	0	VIOLATIONS:	0	
AVIATION STANDBY:	0		ABATEMENTS:	0	
PUBLIC SERVICE	14	2	PLAN REVIEWS:	0	
HAZARDOUS CONDITION	3	0	CONSTRUCTION INSPECTIONS:	0	
OVERPRESSURE/RUPTURE:	0	0	VOLUNTEER HOURS	0	

OCCUPANCIES of Fires and Automatic Alarms

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

NEWPORT FIRE DEPARTMENT

City Report August 2014

CAUSES of Fires and Automatic Alarms

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

LOSS OF LIFE

INJURY

CIVILIAN: 0 FIREFIGHTER: 0 CIVILIAN: 0 FIREFIGHTER: 0



Memo

To: Spencer Nebel, City Manager and City Council
From: Jim Protiva, Parks and Recreation Director
Date: September 4, 2014
Re: Department Update – July and August 2014

Recreation Center

- Rec. Center hosted the Newport Quilt Show in August, with many out of town folks visiting our facility for the first time.
- Summer Activity Club stayed busy with trips to the Newport Aquarium, Muggly's for Bowling, a tour of the Coast Guard station, a movie, and swimming 2 times a week
- The Rec. Center hosted the Chamber's annual \$5 barbeque, with a good turnout
- Kathy Cline, Aquatic Supervisor and I took a trip to Portland to educate ourselves in pool designs and access/entryway options. The trip was well worth the time spent.
- As the Summer Activity Club winds down, preparations for the after-school School's Out program begins. This year, children will be let out at 1:30 on the first Wednesday of each month, adding to our staffing needs and expenditures.
- Summer Activity Club had about 50 kids for a field trip to Muggly's bowling fun
- Staff participated in the pool focus groups and meetings,
- Our gymnastics instructor added several classes in July that enhance opportunities for more ages and abilities. She has had very good turn-out
- We are again searching for additional Recreation Leaders as our current staff starts heading back to college or have found other employment.
- Even with the Independence Day holiday, our drop-in user's numbers are up. Pass sales have declined, which is the norm for summer. When school starts back up, we will see a surge in class and pass purchases.

Municipal Pool

- Swim lessons were strong and filled to capacity in August
- Rec Swim was held every day. Great attendance all Summer!
- Seahorse Swim Meet was hosted. Friday had 145 swimmers competing, Saturday had 304 swimmers, and Sunday we had 292 swimmers competing. The event was a success, no serious incidents and everyone seemed to enjoy the experience.
- Lots of rentals in the month of July. some lane rentals, and a few total pool rentals.
- Sold out swim lessons...again. Cannot wait for more space to offer more lessons. They are great money maker and we are far from saturating the market.
- Trained, certified and hired two new employees, Tatiana Gil and Ali Bachart. They are high school age, but will be able to help out some evenings and weekends
- Daily rec swims still popular, although if tradition holds attendance on these will start to wane towards the end of August as we get closer to school starting. But July...great attendance levels.

Sports Programs

- August 7th hosted a 2 hour long basketball clinic for 13 youth at Central Coast Child Development Center
- August 11th-15th: Youth Tennis Camps were held at Frank Wade Park for ages 5-14. We had 22 kids attend the camps.
- August 11th-15th: Youth Basketball Camps were held at Frank Wade Park for ages 5-14. We had 74 kids attend the camps. The camps were developed and ran as a partnership between the recreation center and Newport High School boys' basketball team.
- August 23rd: The Buccaneer Rampage Mud Obstacle Race was held for its second time. There were 133 participants that registered for the race. Participants came from around Newport and throughout the North West
- The Sports Coordinator underwent surgery for major knee reconstruction and rehabilitation during July, consequently very little activity took place

60 Plus Center

- Gatekeeper Referral A 12noon presentation Aug. 21st to assist vulnerable people who need help to function independently
- Social Security Overview w/Duane Sibernagel at Waddell & Reed
- Travel program presented by Collette Vacation and Bridies Irish Fare, Susan Spencer. Classic Danube Sept 21st-Oct. 1st 2015.
- “Loving What Is” Facilitated by Christine Thomas, 7 week program “The work” is a method of self-inquiry for questioning the thoughts that cause emotional suffering.
- Joined Fred Meyer Community rewards program. This program links your reward card to the Friends of the Newport Senior Activity Center at www.fredmeyer.com/communityrewards.
- Started with Amazon rewards program called Smile. You can register by finding the Friends of the Newport Senior Activity Center
- Astrology presented by Robert McBride starting August 5th. It follows the pattern of movement by the planets and stars.
- Scandinavian Festival Aug.8th an annual event celebrates the heritage of the cultures of Denmark, Finland, Iceland, Norway and Sweden.
- Matter of Balance offering a eight week wellness program to specifically help older adults maintain balance and



Memo

To: Spencer Nebel, City Manager and City Council
From: Timothy Gross, PE, Director of Public Works/City Engineer
Date: September 5, 2014
Re: Capital Projects Status Update

Project: **NE 71st Pump Station and Tank Improvements Phase 2**
Project Number: 2011-018
Contractor: None yet
Status: Design on the tank and pump station is complete. Plans are being modified to address recent changes by City staff. 90% plan set should be ready by October..
Next Task: Finalize plans. Bid Project.
Budget: \$1,747,586
Description: Installing a new 1.5 MG water tank at the end of NE 71st Street and building a new pump station to replace the Salmon Run pump station.

Project: **Lakewood Hills Pump Station**
Project Number: 2012-013
Status: Pump station is being fabricated. Contractor will be beginning site work next week. Pump station building is scheduled to be delivered October 27th.
Contractor: Clackamas Construction
Next Task: Site work.
Budget: \$622,378
Description: The Lakewood Hills Pump Station replaces an aging pump station that currently cannot provide fire flow and runs on only one pump. The new pump station will provide adequate fire flow, pump redundancy, and will have a backup generator that will keep the neighborhood in water in event of a power failure.

Project: **Agate Beach Wastewater Improvements/ Big Creek Force Main**
Project Number: 2012-024
Contractor: K&E Excavating.
Status: Contractor is completed with underground work. Preparing to pave Nye Street and 17th Street in a couple of weeks.
Next Task: Paving & striping.
Budget: \$1.3 MM
Description: Installing a new force main from the Big Creek pump Station to the Northside pump station along NW Oceanview Drive, up NW 17th Street to NE Nye Street and then south on NW Nye Street. The existing force main is undersized and in poor condition.

Project: **Big Creek Dam 1 and 2 Assessment**
Project Number: 2011-025
Engineer: HDR Engineering, Inc.
Status: Beginning Phase 3.
Next Task: Development of preliminary repair options.
Budget: \$350,000
Description: This analysis will continue the previous geotechnical analysis that was conducted on the dam structures to eliminate some of the assumptions that had to be made on the last study because of the inability to access certain parts of the dam for drilling. When the soils analysis is complete, the consultant will develop a feasibility study identifying remediation options and costs.

The City in conjunction with assistance from Chase Park Grants and HDR Engineering Inc. have submitted a grant application to the Oregon Department of Water Resources to assist in funding the feasibility study for Big Creek Dams 1 and 2. The City was awarded \$250,000 through this grant.

Project: **Highway 101 Pedestrian Improvements**
Project Number: 2011-024
Engineer: HHPR Engineering
Status: Acquiring ROW and finalizing plans.
Next Task: ROW acquisition was approved at the OTC meeting in August. Finalizing plans and preparing to bid the project in November.
Budget: \$902,000
Description: This project will create safer pedestrian crossing locations on Hwy 101 at 8 locations. Improvements include pavement markings, pedestrian ramps, pedestrian refuge islands or curb bump outs, and a pedestrian activated signal at Angle Street. Cross locations are at NW15th, NE 10th, NW 3rd, SW Angle, SW Lee, SW Alder, SW Abbey, and SE Bayley Streets.

Project: **Bay Boulevard/SE Moore Drive Storm Sewer Improvements**
Project Number: 2012-015
Engineer: Civil West Engineering
Status: Coordinating with environmental agencies as part of "Cross cutting" process required for SRF funding. Engineer is developing an impacts analysis that will be included in the permit submittal to USACE/NMFS.
Next Task: SRF application process.
Budget: \$2,925,532
Description: This project corrects failing storm sewer at Bay Boulevard and SE Moore drive, Bay Boulevard and SE Fogarty Street, and along SE 4th and SE Fogarty. The intersection at SE Moore Drive and Bay Boulevard will be realigned to provide better intersection safety.

Project: **Nazarene Church Sewer Reconstruction**
Project Number: 2011-019
Engineer: Civil West Engineering
Status: Preliminary design process complete..
Next Task: Develop construction documents and cost estimates.
Budget: \$120,000
Description: This project relocates and replaces a sanitary sewer line from underneath the City Fire Station on NW 10th Street.

Project:	SW Abalone-Brant Street Improvements (OMSI Street Improvements)
Project Number:	2014-002
Contractor:	Civil West Engineering
Status:	Preliminary design.
Next Task:	Review design documents.
Budget:	\$3,020,000
Description:	Street improvements including SW Abalone from Abalone to SW 35 th Street, SW 30 th from Abalone to Brant, SW Brant from 30 th to the South Jetty Road, and SW 27 th from Brant to Abalone.
Project:	Storm Water Master Plan
Project Number:	2013-012
Engineer:	Civil West Engineering
Status:	Developing public engagement portion of plan
Next Task:	Hold public meetings to discuss master plan recommendations.
Budget:	\$147,452
Description:	This project develops a storm water master plan which accurately models the hydraulic capacity of the City's system, proposes capacity related projects, proposes code revisions to address water quality and erosion and sediment control issues, and makes recommendations for SDC adjustments based upon project recommendations.
Project:	Aquatic Center
Project Number:	2013-019
Architect:	Robertson Sherwood Architects
Status:	Developing schematic design documents. Preparing parking plan and civil design.
Next Task:	Hold eco-charrette to discuss sustainability options for the facility.
Budget:	\$7,750,000
Description:	This project is to construct a new aquatic facility south of the existing recreation center. Final aquatic center will include an 8 lane competitive pool, a recreational/therapy pool, and hot tub. Funding was provided through a General Obligation Bond approved in the Fall of 2013.