

# Monthly Departmental Reports



June 2018

# Newport Municipal Airport Monthly Department Head Report



Jim Protiva – has made a request to the airport to potential have a community garden placed out front. There is a group already set up to put it in and take care of it. It is also very easily removed in the event of commercial development.

Sheriff's training was very successful. They had a film crew following, drone training, search and rescue training, tour of the USCG facility, and a hands on training with Life Flight. I would like to thank Mark Watkins for all his help in getting this put together. I am hopeful the airport will be selected to host more events in the future.

I attended the Oregon Cascadia Subduction Zone Transportation Systems Regional Resiliency Assessment Program. This was presented by Mike Harryman, State Resilience Officer, and Office of Governor Kate Brown. The Department of Homeland Security will be conducting a State Resiliency assessment from 2018-2020. This will be very important for not only Oregon but for Newport. I have attached some information about the kick off meeting.

Tree management meeting held on June 7th at OCCC. We had a good turn out to the tree management meeting. There were a lot of great questions that the City is working on answering and mailing back out.

Lowering Minimum update - The new alignment is being surveyed and staked. That work should be finished by mid-July. I will then schedule time with the landowner (and Tim) to make sure that it is acceptable. Assuming that is the case, we'll need to have the land appraised. That will take 3-4 months.

Met with Ken Brown to locate the two obstructions on the airfield that needed conformation of removal to lower the landing minimums. The GPS machine I borrowed from engineering did not work and we had to reschedule. I have attached the google earth pictures of the locations.

NW Jets in Salem Jet pad construction – 7460 form has been submitted to the FAA for final review.

Seal Rock Water and the City of Newport will be re-running the water flow test. They will be testing the flow outside the airport and again on the inside to compare flow rate. Engineering was not able to get this scheduled for May. I did have a conversation with Spencer about possibly asking for waivers from City Council. Spencer will hopefully be attending the August meeting to have further discussions on this topic.

Drone School -Chuck Getter with Career Tech School. I invited Chuck to talk with the committee on the July 10th airport committee meeting about the possible development of the drone school. He is excited about the opportunity and will hopefully be able to attend the July meeting.

Land acquisition south of Runway 34- City's offer to buy 25 acres south of 34 for \$188,000 has been officially closed. The City now owns 25 acres to help protect the 34 runway protection zone. We are still working on purchasing one small 2 ½ acre parcel.

EPA tank inspection visit update – I have had further conversations with Charles Marino with Mascot about the fuel tank replacement. He will be coming down in July to do a site visit to get better numbers for finance to start the loan process to pay for the upgraded fuel facilities.

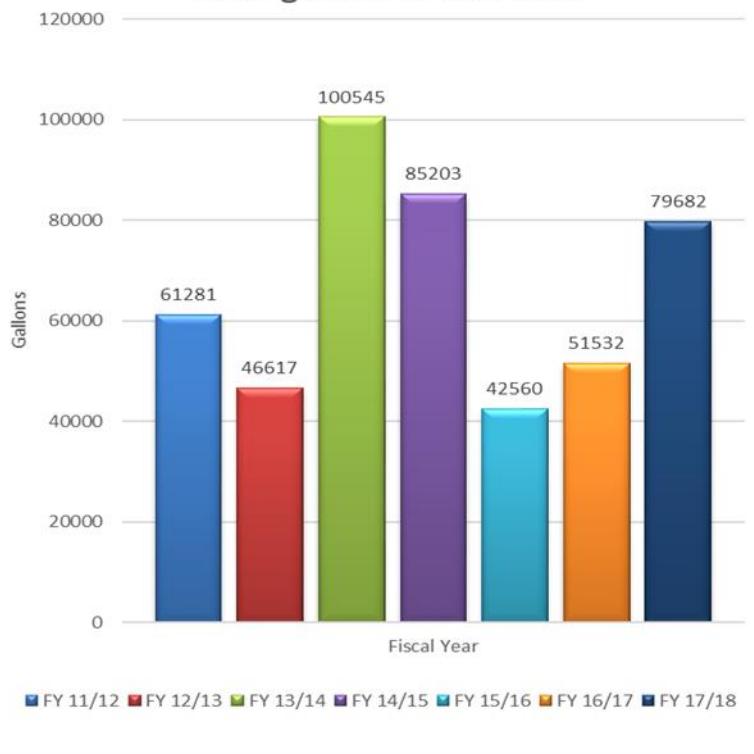
Concrete pad update/FBO roof repair – We have accepted both quotes from McKenzie Commercial Contractors to repair the FBO roof and install the sidewalks and the concrete pad to replace the FBO deck. McKenzie will start work July 1st.

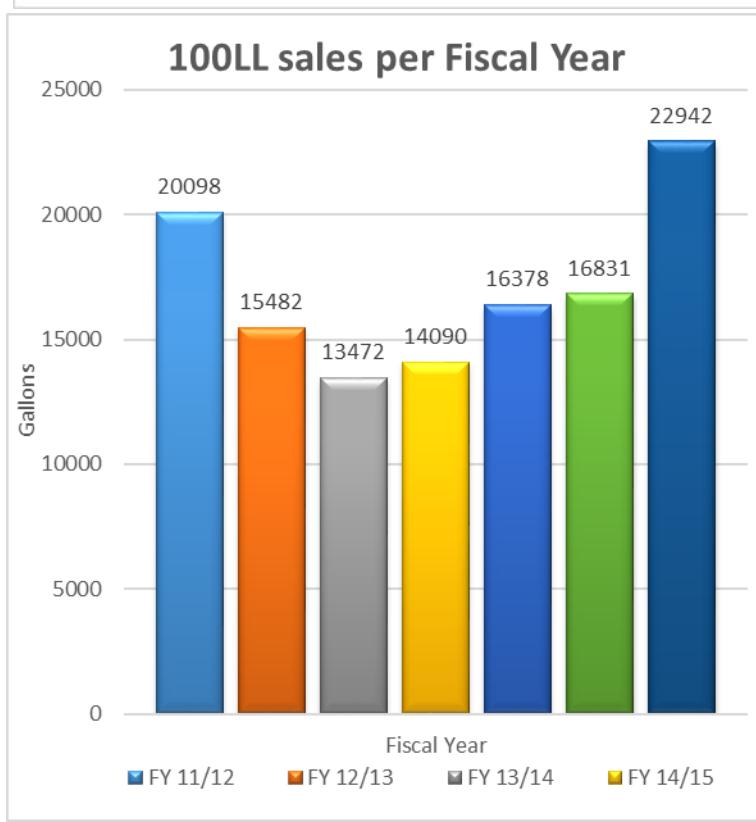
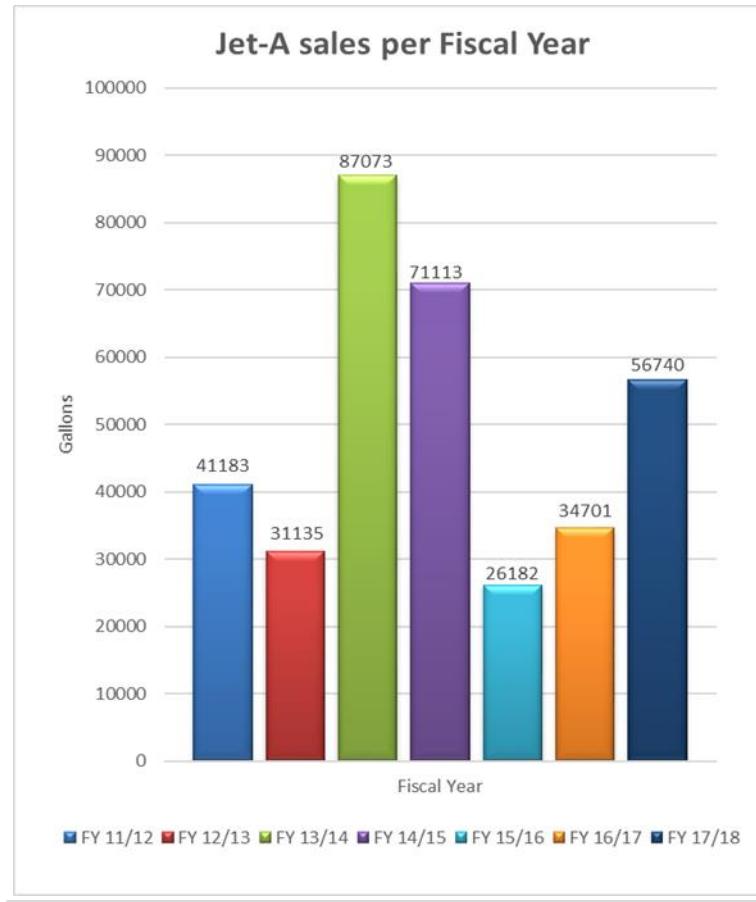
Contacted Alan Wells with Commercial Associates. We had a 20 minute phone conversation about what we are trying to do here at the airport. We was excited to hear about the plan for a business park idea; he has clients looking to build in Newport, but there is not a lot of commercial building options. I sent the ALP for him to further look over and Alan will be getting back to me in July with some ideas and guidance.

Following is how we finished the month of June 2018.

Aircraft Quantity				Fuel Consumption			
Month	IN	OUT	Tot.A.O	Jet A	Av Gas	Self Serve	Total
July	403	399	802	4417	665	3509	8591
Aug	420	415	835	7204	36	3039	10279
Sept	316	318	634	4613	8	1874	6495
Oct	397	405	802	6398	491	774	7662
Nov	195	194	389	3971	227	299	4497
Dec	239	245	484	2864	318	339	3521
Jan	213	215	428	6489	292	0	6781
Feb	252	254	506	2634	602	63	3298
Mar	367	369	736	2831	585	938	4354
Apr	310	314	624	3618	563	993	5174
May	417	419	836	4866	787	2367	8019
Jun	479	486	965	6835	1006	3169	11010
<b>Cur. FY</b>	<b>4008</b>	<b>4033</b>	<b>8041</b>	<b>56740</b>	<b>5579</b>	<b>17363</b>	<b>79682</b>
<b>FY 16/17</b>	<b>3685</b>	<b>3701</b>	<b>7386</b>	<b>34701</b>	<b>5001</b>	<b>11830</b>	<b>51532</b>
<b>FY 15/16</b>	<b>4263</b>	<b>4234</b>	<b>8497</b>	<b>26182</b>	<b>7854</b>	<b>8524</b>	<b>42560</b>
<b>FY 14/15</b>	<b>3686</b>	<b>3572</b>	<b>7258</b>	<b>71113</b>	<b>5985</b>	<b>8103</b>	<b>85201</b>
<b>FY 13/14</b>	<b>3199</b>	<b>2914</b>	<b>6113</b>	<b>87073</b>	<b>4098</b>	<b>9374</b>	<b>100546</b>
<b>FY 12/13</b>	<b>3121</b>	<b>3083</b>	<b>6204</b>	<b>31135</b>	<b>4430</b>	<b>11049</b>	<b>46614</b>
<b>FY 12/11</b>	<b>3219</b>	<b>3181</b>	<b>6400</b>	<b>41183</b>	<b>4275</b>	<b>15823</b>	<b>61281</b>
<b>FY 10/11</b>	<b>3023</b>	<b>3085</b>	<b>6108</b>	<b>73458</b>	<b>4119</b>	<b>12004</b>	<b>89581</b>
<b>Average</b>	<b>3457</b>	<b>3396</b>	<b>6852</b>	<b>52121</b>	<b>5109</b>	<b>10958</b>	<b>68188</b>

### Fiscal year comparison of total gallons of fuel sold.





<b>Rental Cars</b>						
<b>CY</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
JAN	2	2	11	4	2	24
FEB	5	4	8	4	23	37
MAR	9	5	7	4	14	24
APR	4	5	10	7	25	35
MAY	14	9	8	4	24	40
JUN	9	12	28	8	28	36
JUL	22	16	30	16	55	
AUG	24	3	25	10	53	
SEP	14	10	14	16	37	
OCT	8	5	13	9	22	
NOV	14	2	11	3	21	
DEC	1	1	4	7	25	
Total	126	74	169	92	329	196

<b>Courtesy Cars Loaned Out</b>							
	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
JAN	0	0	33	23	28	21	16
FEB	2	0	16	17	23	21	24
MAR	2	0	29	41	25	32	32
APR	2	0	28	36	42	26	32
MAY	9	0	29	20	45	51	39
JUN	14	0	19	43	48	37	54
JUL	10	28	39	41	52	57	
AUG	0	27	19	38	43	45	
SEP	0	25	25	32	31	45	
OCT	0	35	12	22	14	41	
NOV	0	22	19	29	22	11	
DEC	0	8	10	16	17	17	
Total	39	145	278	358	390	404	197

I have included some pictures from June.







# Memo

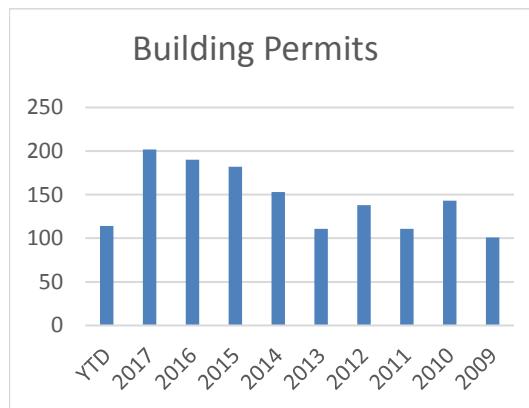
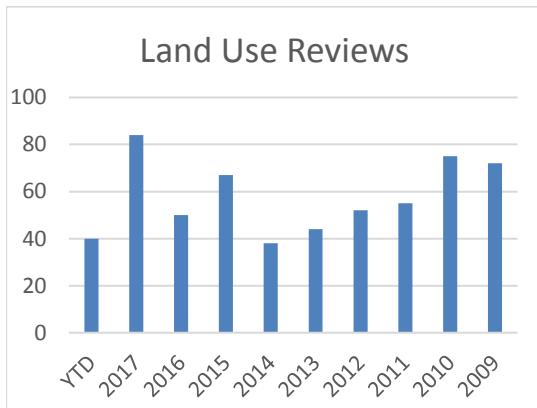
**To:** Spencer Nebel, City Manager and City Council  
**From:** Derrick Tokos, Community Development Director  
**Date:** July 13, 2018  
**Re:** Department Update

## **BUILDING AND LAND USE PERMIT FIGURES**

The following is a summary of building and land use activity for June of 2018 and related trend data.

	Building Permits	Electrical Permits	Plumbing Permits	Mechanical Permits (Eff: 7/16)	Construction Value	Land Use Actions
Jun	16 (\$21,747.56)	19 (\$2,655.89)	8 (\$1,468.76)	7 (\$621.21)	\$2,235,814	5 (\$1,421.00)
2018	114	143	43	57		40
Total	(\$193,121.35)	(\$21,531.18)	(\$31,285.02)	(\$35,578.42)	\$11,921,482	(\$13,370.00)

2017	202 (\$384,598.23)	347 (\$67,162.20)	73 (\$13,951.66)	184 (\$23,235.95)	\$49,416,705	84 (\$22,006.00)
2016	190 (\$176,506.12)	330 (\$47,902.99)	77 (\$21,938.72)	83 (\$14,443.32)	\$19,980,329	50 (\$27,131.00)
2015	182 (\$184,602.72)	303 (\$39,558.07)	77 (\$14,778.82)	County	\$21,957,649	67 (\$31,870.00)



## **STATUS OF SIGNIFICANT CONSTRUCTION PROJECTS**

Nazarene Church Outreach/Community Center: Construction continues to progress slowly. Electrical plans submitted, permit renewed, and inspections performed. Notice of structural permit expiration sent to owner. No response to notice and structural permit expired.

Teevin Bros. Log Yard: Permit issued 12/31/15. Port to begin construction once they obtain the balance of the project funding. Port has undertaken additional excavation work to keep the building permit active and is making their annual SDC installment payments (most recent work occurred last month).

Wilder, Phase 2B (28 Apartment Units): Building permits issued, underground utilities and foundations have been inspected and approved and units are being framed. First four, 4-plexes are framed. Sheer walls and rough sheeting is in place and inspected for one and are being installed on the others. Foundations for last three 4-plexes are being formed.

Samaritan Pacific Communities Hospital Remodel and Expansion at 930 SW Abbey Street: – Permits issued for temporary modular building that is to house clinical services and for footings, foundation, grading and demolition work attributed to the hospital expansion/remodel (Phase 1). That work is substantially complete. Phase 2 plans for the hospital expansion have been issued. Exterior is enclosed and framing is substantially complete on the first two floors. The third floor is being framed and electrical, plumbing and mechanical systems are being installed. Water line work is likely to occur soon; however, the bulk of the improvements (streets, sidewalks, lighting, etc.) are 1 ½ to 2 years out.

Macau Village at 5425 N Coast Hwy: – Project includes reconstructed drive-thru coffee stand and new office buildings (2,242 sq. ft. total). Coffee stand and office buildings are substantially complete and owner is performing site work, including ADA accommodations, prior to final inspection. Project delayed due to dispute between owner and contractor. City issued temporary certificate of occupancy on the coffee stand portion of the project.

Seismic Upgrades to main Fire Station: – Substantially complete. ADA access and parking are the only outstanding issues.

Oregon Coast Aquarium Office (6,300 sq. ft.): – Permit issued. Foundation work is complete, building is being framed, and roofing is being installed. Rough electrical and plumbing inspected. Framing approved and awaiting call for insulation inspection.

Newport Memory Care at 535 NE 71<sup>st</sup> Street: – Construction of a new 19 suite (24 bed) memory care facility at the end of NE 71<sup>st</sup> Street. Grading permit issued. Public Works signed off infrastructure work. Building permit is ready to issue. Issue has come up with the boundary survey monuments that need to be corrected.

Goodwill Industries at 33 SE 2<sup>nd</sup> Street: – Project to include donation drop-off building and retail structure. The retail space will be leased (i.e. they are not planning to construct a Goodwill retail store). Building permit has been issued, on-site utilities and foundations approved, structures are framed, and roofing is being installed. Sidewalks in and sidewalk easement has been recorded. Lot was recently paved and final inspection for both buildings is scheduled for 6/5/18.

Wyndhaven Ridge Apartments (@ 31<sup>st</sup> and Harney): – Construction of 66 unit multi-family project. Mix of 1, 2 and 3 bedroom units. Permit for grading and on-site utilities issued. Off-site utility plans under review by Public Works. Building permits submitted and corrections have been requested. Owners request for a height adjustment for the buildings was denied by the Planning Commission at a hearing on 2/26/18. Owner is redesigning to conform the buildings to the height limit. They are now looking at construction in 2019.

Habitat for Humanity: – Duplex to be built on city-owned lots abutting 10<sup>th</sup> and Pine per agreement with Habitat. Permits were issued 8/7/17. Temporary power extended to the property and site grading and foundation work have been completed. Units are being framed. Sidewalk was recently installed and roof sheeting and firewall inspected.

Old Municipal Pool Property: - Lincoln County School District has submitted a building permit application to remodel the structure so that it is suitable for school administration and related uses. Building permits issued and contractor is framing and installing utilities. Drywall is substantially complete and contractors are installing acoustical ceiling. Building likely to be ready for occupancy before street improvements are completed.

OSU Student Housing Project: – Submitted land use application for amendments to Planned Development. They are reducing the number of buildings from 11 to 3. Building permit for the first 63-unit building and site work to be submitted in phases soon.

OSU Marine Studies Initiative Building: – 72,000 sq. ft. classroom research facility with a tsunami vertical evacuation assembly area. Traffic Impact Analysis was approved. Grading and site utility plan issued. Structural plan under review. Contractor is installing underground utilities and performing site work and deep soil mixing for the foundation.

Les Schwab Tire Store (550 E Olive): - . Building plans have been reviewed and awaiting Public Works sign-off of the frontage improvements. Applicant is making revisions to frontage improvement civil drawings.

Yaquina Industrial Park (1430 SE Bay Blvd): - Application for mass grading submitted for installation of utilities, lease pad sites, and roads. Initial phase to be two warehouses to support the international terminal. Plans under review.

## **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. Will include 4 test berths that can accommodate 20 devices. NNMREC-OSU has been working through the FERC regulatory process, addressing environmental impacts associated with the project. Cost is \$40 million to be funded by DOE with 20% cost match. DOE awarded funding in December of 2016. The Oregon Legislature provided \$3 million in match funds in 2018. NNMREC-OSU is working through federal and state permitting process. Project is now called “PacWave” and in spring of 2018 OSU purchased 5-acres south of Newport as the shore based facility.

Affordable and Work Force Housing Initiatives: Proud Ground is leveraging third-party and City housing fund dollars to help 3 families purchase homes via down payment assistance grants. Homebuyer education and outreach meetings were held in Newport on 10/5/17, 11/28/17, 2/6/18, 3/16/18 and 4/27/18 to help qualified buyers obtain required approvals, and a pre-qualified buyer is looking to purchase a home. Proud Ground recently secured \$500,000 in state funds for down payment assistance grants in Lincoln County. Habitat for Humanity is constructing a duplex on land that will be donated by the City of Newport. They have pulled building permits and initiated construction. Two tax incentive proposals to make multi-family development a more attractive option in Newport were approved by the City Council on 8/7/17 and the Lincoln County Board of Commissioners on 10/18/17. A 110 unit state subsidized affordable housing project known as “Surf View Village” is likely to pursue the MUPTE tax incentive proposal once their agreement with the state is finalized. The City implemented SB 1051 on 1/3/18 making residential over retail an outright, as opposed to conditional use, in the City’s commercial zones (except for the Nye Beach Design Review District) and allowing tiny houses as Accessory Dwelling Units. City is partnering with Lincoln County on a grant application to DLCD for funding to support the development of regional strategies for facilitating affordable housing (support letter authorized by the Council on 6/4/18).

Vacation Rentals and B&B Code Amendments: On 11/20/17, following a report from the Planning Commission, the City Council elected to initiate a legislative process to evaluate potential amendments to the City’s vacation rental code. They then referred the matter to the Planning Commission to develop a set of recommendations. A temporary moratorium on the issuance of new VRD and B&B approvals while the amendments are developed was considered, but ultimately rejected. The Commission has agreed upon a schedule to complete the work. An Ad-Hoc Committee has been formed to assist in the effort. They held eleven meetings to date, with the next meeting scheduled for 7/25/18. **Public Open Houses have been scheduled for 8/15/18 and 8/22/18 at Newport City Hall (6:00 pm) to vet preliminary policy options**. Additional information is available on the City of Newport committee website.

Northside Transportation System Plan Update: City/County staff and elected officials met with ODOT in 2013 to initiate a Transportation System Plan (TSP) update that will include options for future replacement of the bridge. Traffic counts and baseline modeling completed in 2013 and 2014. ODOT Region 2 has budgeted \$200,000 to conduct community outreach and develop a long range transportation plan, including how best to rework the transportation network in the City Center area to facilitate redevelopment. Urban Renewal will contribute up to \$200,000 to the effort. A consultant team has been selected through ODOT mini-RFP process and a scope of work is being negotiated.

South Beach Urban Renewal Infrastructure Improvements: ODOT has prepared three (3) draft design concepts for the new SE 35<sup>th</sup> and US 101 intersection. Preliminary cost estimates exceed ODOT scoping estimate and available project budget. Project update provided to Urban Renewal Agency on 2/6/17 and Agency discussed supplemental funding strategies at its 3/6/17 meeting. Staff met with ODOT to review an alternative design for storm water management on 4/19/17. Preliminary design and budget for undergrounding utility lines along US 101 and SE Ferry Slip is complete with work anticipated to start fall of 2018. Public open house at OMSI Camp Gray was held on 6/7/17. Environmental work to inform storm drainage design completed in May. Staff met with ODOT and consultant team on 6/26/18 to review drainage design alternatives. Updated draft design to be completed by the end of July. Construction of the 35<sup>th</sup>/US 101 intersection will be bid fall of 2019.

Parking Study: The consulting firm Lancaster Street Labs was selected to assist the City with this project. A kick-off meeting with the advisory committee was held 3/8/16. Outreach meetings in the Bayfront, City Center and Nye Beach areas were held 4/12/16 through 4/14/16. Second stakeholder meeting to debrief and prioritize feedback

from the outreach meetings related to capital project needs held 6/22/16. Peak season utilization and turnover rate analysis was performed the weekend of 8/27/16 and the preliminary results of that work were presented to the Committee on 11/14/16. Off-peak analysis occurred in early December. Lancaster prepared a draft report, which was presented to the Advisory Committee on 8/15/17, 10/17/17, 11/28/17, and 1/11/18. Final recommendations on the report were provided by the Committee at its 3/13/18 meeting and the Council held a work session on 3/19/18. The report includes a potential meter roll out plan and a program for permit parking. Staff is conducting outreach in the affected business districts, from April through June. The Advisory Committee reconvened to consider feedback and requested staff provide refined proposals for Nye Beach and the Bayfront with meter and non-meter options for its consideration in August.

FEMA HMGP for Purchase of Landslide Damaged Properties along NE 70<sup>th</sup> Drive: Council adopted a resolution in support of the grant application on 3/21/16. Meetings have been held with the affected property owners, the properties have been appraised, and geologic and title reports have been prepared. Grant application was submitted to FEMA and federal funds were obligated on 7/14/16 and contract with Oregon Emergency Management was signed on 8/23/16. The City was initially able to acquire five of the seven target properties. Two homes have been dismantled and relocated to the Airport with the intent that they be repurposed; however, staff has had a difficult time finding a non-profit organization willing to take them. A sixth home was acquired in June and it was demolished and removed on 8/30/17. The owners of the seventh property chose not to sell and have instead invested in shoring up their property. All of the required grant tasks have been completed and City staff is working to close out the grant.

FEMA Flood Study and new FIRM Maps: Draft copies of the new Flood Insurance Rate (FIRM) Maps and Study were issued on 8/2/17 and are available on the city website. A group of property owners in Southshore filed an appeal related to their lots. FEMA reviewed the appeal and asked for additional information. Conference calls were held on 1/26/18 and 5/31/18 to review and discuss the supplemental data. It is likely that the appeal will result in changes that favor the appellants. Once the appeal is resolved, the city will have 6-months to legislatively adopt the study and maps.

SE 62<sup>nd</sup> Street Right-Of-Way Acquisition: Memorandum of Understanding between the City, Newport Urban Renewal, and Landwaves, Inc. approved 9/6/16. Staff has secured the services of an appraiser and surveyor and preliminary survey work is underway to establish a preliminary alignment for the roadway. Staff, the surveyor, and landowner met on-site to assess the preliminary alignment on 2/9/17 and surveyor is working on revisions. Dedication documents for SE 50<sup>th</sup> Street, which is currently an easement access, are complete and the surveyor is establishing an alignment for SE 62<sup>nd</sup> that is based upon a concept drawing the city received from the owner in mid-April. A survey of the new alignment should be ready by mid-July.

Tree Plan: A draft plan with recommended tree/shrub list and planting specifications has been prepared and was reviewed with the Parks and Recreation Committee at its 2/28/18 meeting. Staff has revised the materials and circulated the document to landscaping and agency professionals for feedback. A final draft of the tree plan and recommended species list should ready for review and approval this summer.

Brownfields Coalition: A coalition led by Cascades West Council of Governments (COG), including Newport, Toledo, the Confederated Tribes of the Siletz (CTS), and Lincoln County, has been awarded a \$600,000 EPA Brownfields Planning Grant. The grant is intended to identify and prioritize brownfield opportunity sites for redevelopment in Lincoln County. Grant funds can pay for Phase I and II Environmental Site Assessments, cleanup planning, redevelopment planning, and pro forma and market analysis of public and privately owned properties with known or perceived environmental contamination. City staff has provided a list of ten potential opportunity sites in Newport to the Brownfields Coalition and is meeting with the Coalition on a bi-weekly basis to support its efforts to conduct community outreach. CTS's Toledo Mill Site recently received EPA eligibility approval to move forward as a pilot site. After some staff turnover in early 2018, COG recently hired a planner who will be the new lead on this project. The next phase of the process is for COG to develop outreach materials and work with the Economic Development Alliance of Lincoln County and partner jurisdictions to engage property owners who may be interested in accessing funds to do Environmental Site Assessments and/or cleanup planning for their properties.

Park System Master Plan: The Park System Master Plan update kicked off on 6/21/18 with a visit from project consultants and the first meeting of the project Advisory Committee. During their visit, consultants were able to tour all of the City's parks and recreation facilities. Consultants and staff have conducted a series of preliminary, in-person interviews with key stakeholders, including parks maintenance staff, City staff, the Lincoln County School District, OPRD, Surfrider, skate park users, open space advocates, and the City's Parks and Recreation Advisory Committee and Bicycle and Pedestrian Advisory Committee. Two focus group meetings have been held on the topics of trails and 60+ community priorities. Feedback from the Advisory Committee will be used to draft a series of goals and priorities for the plan. The consultants are currently working with City staff to prepare a park system inventory and level of service analysis, in anticipation of the first project open house to be held in late August.

### **COMMITTEE WORK**

In June, staff supported and/or attended meetings of the Newport City Council, Parking Study Advisory Committee, Parking Study Outreach (Nye Beach, Bayfront, Chamber of Commerce), Community Service Consortium (low income loan program), League of Oregon Cities/Association of Oregon Counties (housing workshop), Park System Master Plan Advisory Committee, Park System Stakeholder Outreach (various), Bike and Pedestrian Committee, Vacation Rental Ad-Hoc Committee, and Emergency Preparedness Committee.



*Rob Murphy, Fire Chief  
Newport Fire Department  
245 NW 10<sup>TH</sup> ST  
Newport, Oregon 97365*

July 17, 2018

To: Spencer Nebel, City Manager  
Re: June 2018 Monthly Activities

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

In the month of June, 179 we had 184 calls for service. Compared to May in which we had 184 calls. This is a 3% decrease over last month. In June of 2017, we had 192 calls (this is a 6% decrease from the same month last year). Year-to-date we have responded to 880 calls in 2018. This is a 6% increase from 2017. We only responded to 826 calls at this time last year. There were two calls of note in June.

The first call was on June 9. NFD provided mutual aid to Depoe Bay Fire District on a motor vehicle crash on the south side of Cape Foulweather. We provided assistance with an engine and a Chief Officer. We assisted with extrication and patient treatment. Three critically injured patients were flown to regional trauma centers. The second call of note occurred on June 27. NFD crews responded to a brush fire just east of town near milepost 1 on Hwy 20. A homeless encampment located south of the highway caught fire about 500 feet off the highway through heavy brush and timber. The fire quickly spread to nearby brush and trees. The first in engine crew quickly advanced a hose line and got the fire under control. Since the fire had extended into the forest canopy, ODF from Toledo responded at our request. A contract tree faller fell a large tree that had caught fire and was too high up to reach up with hose lines. After an hour and a half the fire was extinguished. NFD responded with an engine, a brush engine, a water tender and a Chief Officer.

In June, we did not lose or gain any volunteers. Our roster remains at 27 volunteers.

The fire department was active in the month of June. On June 4, I attended a department head meeting and City Council in the evening. On June 5, Chief Harvey and I attended a meeting with in the City Manager's Office to discuss the City's process for nuisance and dangerous buildings. On Wednesday, the sixth, we held a special dinner for one of our cadet firefighters. He turned 18, graduated high school, and was entering the military, all within a 2-month period. On June 8, I met with library staff and Chief Malloy to discuss the upcoming emergency drill occurring at the library in July. That afternoon, Chief Harvey and I met with City Administration to discuss ongoing wage negotiations with the union for the Fire Prevention Officer position. On the 10<sup>th</sup>, we held a countywide training for firefighters who will be responding on statewide mobilizations (conflagrations). On June 12, I met with the City Manager. On the 14<sup>th</sup>, Chief Harvey and I joined Chief Malloy and Lt. Gainer to hear a presentation on First Net. This is a dedicated broadband network for public safety offered by AT&T. On the 15<sup>th</sup>, Chief Harvey and I met with the Union in a labor/management meeting. Later that day, I met with the general manager of Pacific West Ambulance, Jeff Mathia.

On Monday, June 18, I attended a department head meeting at City Hall. Later that week (June 20-22), I attended training up in Wilsonville. It was an excellent class. On June 25, EPC Martinez and I attended a regular meeting of the City Emergency Preparedness Committee. On June 26, Chief Malloy and I met with the City Manager to discuss moving our cell phones and MDC's (mobile data computers) over to First Net. In the afternoon City Attorney Steve Rich, HR Director James and I held a step 1 grievance hearing with the Union and their attorney regarding pay. On the 28<sup>th</sup>, we held our monthly staff meeting in the morning. In the afternoon, I chaired the Lincoln County Fire Defense Board Meeting held at the Main Newport Fire Station. With Chief Ewing of Toledo Fire Department leaving, there was a vacancy for the Fire Defense Board Chief. By state rules, we held an election, and I the Fire Defense Board elected me as chief. The also elected Chief Doug Kerr of North Lincoln Fire & Rescue as the Alternate Chief. I appreciate the support of my fellow chiefs. My term is for 3 years.

# Fire Department Report for the month of June, 2018

## Upcoming Activities

We have many activities planned for the month of July. The Rural Fire Board is kicking off its Rural Addressing Program this month. Along with a press release and information on our website, I talked about the program on the City's Newport Today Radio Show on KNPT. The Fire Prevention Officer Position closes in July. We received 21 applications. We are taking nine applicants on the next stage, phone interviews. In addition, this month, we are assisting Newport Parks and Rec Department with the Buccaneer Rampage Event at the Airport. Our summer crew is busy with station maintenance and cleanup at our three fire stations.

## Training Report

### June 2018

#### **Past month training subjects:**

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

- Equipment Familiarization
- Shipboard Emergencies, NOAA ship Bell M Shimada
- Live Fire
- EMS, Documentation and Charting
- Mental Health

#### **Past month drill hours:**

We documented 265.0 hours of training during the month of June. Of the 265.0 hours of training in June, the paid staff logged 103.0 hours and the volunteers logged 162.0 hours.

#### **Monthly highlights and special considerations:**

We conducted a joint "Live Fire Training" with North Lincoln Fire & Rescue, utilizing our class "B" burn room at our training facility. We also had a presentation/training by Dr. Stephanie M. Conn regarding mental health resiliency for first responders.

# Fire Department Report for the month of June, 2018

## **Emergency Preparedness**

### **June 2018**

#### **Emergency Preparedness activities:**

The Emergency Preparedness Coordinator attended the following meetings in June:

- Emergency Preparedness Committee Meeting
- Board meeting with Centro de Ayuda
- Attended the Long View Hills CERT meeting as a guest speaker. Planned two workshops for residents.
- Conference call, Oregon Emergency Management Association 2018 Conference planning committee
- Met with Chamber of Commerce to discuss Lincoln Leadership for next class
- Met with Chief Murphy, Chief Malloy and Ted Smith to review plans for Library Emergency Drill in July 2018

#### **Monthly highlights and special considerations:**

- Presented an Emergency Preparedness Workshop at Newport Public Library
- Lincoln Leadership Graduation
- Emergency Preparedness Presentation for Hallmark Resort Management Staff
- FEMA Webinar course on emergency management
- Lincoln Leadership final class
- Newport Farmers Market, emergency management community outreach
- Attended PTSD Training at Newport Fire Department
- Attended Community Planning for Disaster Recovery Workshop at Nehalem Fire Department
- Participated in NIMS Webinar
- Participated in Oregon's Kitchen Table Conference Call
- Completed Spring Term 2018 at Clackamas Community College
- Started Summer Term 2018 at Clackamas Community College

Respectfully submitted,  
Rob Murphy, Fire Chief

# NEWPORT FIRE DEPARTMENT

## City Report June 2018

	CITY	RURAL	PERMITS ISSUED	CITY	RURAL
FIRE CALLS:	17	2			
AUTOMATIC ALARMS:	5	0	BURN PERMITS:	39	24
MEDICAL CALLS:	113	15	FIREWORKS PERMIT:	0	0
MOTOR VEHICLE COLLISION:	5	3	FIREWORKS DISPLAY:	0	0
RESCUE:	1	0	IN SERVICES AND TOURS:	0	
MUTUAL AID RENDERED:	2	4	TOTAL INSPECTIONS:	16	
MUTUAL AID RECEIVED:	0	0	BUSINESS INSPECTIONS:	8	
AVIATION STANDBY:	0		REINSPECTIONS:	0	
PUBLIC SERVICE:	11	1	PLAN REVIEWS:	8	
HAZARDOUS CONDITION:	3	0	CONSTRUCTION INSPECTIONS:	0	
OVERPRESSURE/RUPTURE:	0	0			
VOLUNTEER HOURS:	224				

### **OCCUPANCIES of Fires and Automatic Alarms**

AIRCRAFT:	0	0	PROCESSING PLANTS:	0	0
BOATS:	0	0	PUBLIC BUILDINGS:	2	0
HOSPITAL/CARE CENTER:	6	0	REPAIR SHOPS:	0	0
HOTEL/MOTEL:	2	0	RESIDENTIAL:	2	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:	0	0	STORES:	3	0
MISCELLANEOUS:	0	0	TAVERNS:	0	0
MOTOR VEHICLES:	1	0	TRAILERS:	0	0
NATURAL COVER:	3	2	UTILITIES:	1	0
OFFICES:	1	0	VACANT BUILDINGS:	0	0

# **NEWPORT FIRE DEPARTMENT**

## **City Report June 2018**

### **CAUSES of Fires and Automatic Alarms**

	CITY	RURAL		CITY	RURAL
ALARM MALFUNCTION:	3	0	HEATING APPLIANCE:	0	0
CARELESS SMOKING:	3	0	INCENDIARY:	0	0
CHILDREN W/HEAT SOURCE:	0	0	PROHIBITED MATERIALS:	1	0
CLEARANCE:	0	0	MISTAKEN ALARM:	0	0
ELECTRICAL:	3	0	OPEN FIRES:	1	1
ENGINE BACKFIRE:	0	0	REKINDLE:	0	0
EXPOSURE FIRE:	0	0	SCORCHED FOOD:	1	0
FALSE ALARM:	9	0	SPARKS:	0	0
FIREWORKS:	0	0	UNDETERMINED:	0	1
FLAMMABLE LIQUID:	1	0	WELDING/CUTTING:	0	0
FLUES:	0	0			
FRICTION:	0	0			
GAS LEAK:	0	0			

### **LOSS OF LIFE**

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

### **INJURY**

# **DEPARTMENT REPORT**

## **HUMAN RESOURCES**

### **JUNE 2018**

## **RECRUITMENT AND STAFFING**

## New Hires/Promotions

6-1-18	Conner Brooks	Recreation Leader
6-4-18	Bill Posner	Audio Video Technician
6-4-18	Jeremiah Goodrick	Audio Video Technician
6-4-18	Joseph Goodrick	Audio Video Technician

Separations Justin Northern – Engineering Tech

Interim Changes None

Retirements None

## Recruitments by Department

## Parks and Recreation

**Lifeguard/Instructor**  Filled

**Public Works**

Utility Worker I – Water Distribution Re-posted

## **Utility Worker I – Wastewater Collections**

## **Utility Worker I - Streets**

Senior Project Manager

[Assistant City Engineer](#)      [Project Manager](#)      [Interviews Started](#)

Fire F

Library S

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

## **SPECIAL PROJECTS – IN PROCESS**

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

2018 Wellness Initiative

Employee Handbook Revisions – in process

Independent Contractors –on hold

Administrative Manual -on hold

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

Negotiations - NPA

## **SPECIAL PROJECTS – COMPLETED**

NeoGov implemented

January -



# Memo

To: Spencer Nebel, City Manager and City Council  
From: Ted Smith, Library Director  
Date: July, 2018  
Subject: Library Department Update

**From the Library Director:**

Summer brings vacations, kids and lots of scheduling headaches. We are currently down on full-time position due to a long-term illness and one half-time person who moved to Portland. Unfortunately, both those positions are used for Saturday coverage. On the positive side, all remaining staff have stepped up and volunteered to fill weekend openings. It's just that when you plug a hole in one place, it creates a new hole somewhere else. We need to get back on firm footing before Rebecca retires in September.

Our entire Trail Tales story at Coast Park was torn down and right now we don't know if it was vandals, a City employee, or what. While we got permission from Parks and Rec to post the story, the message may not have been relayed to the grounds keeping crew as they are not in the parks department. In the future, we will make greater effort to inform every department within the City, just in case this was one of those times when "the left hand didn't know what the right hand was doing."

**From Youth Services:**

Teen Services staff have met with Sisilia (Sisi) Husing, a Newport High School junior, and artist. We have approved a mural painting project in the entryway to the Teen Room. The concept was presented to us by Sisi with both a paper copy of the end product and a diorama of the area to be painted. She started to pencil in the sketch the last week of June. We are reaching out to our teen library community to let them know we would like as many of them as possible/reasonable to help with the actual painting. We have offered her a stipend of \$200 for all of her time, efforts and expertise.

Trail Tales: All 3 are set up. One behind the library, one at the ever popular "Ocean to Bay" trail (otherwise known as the Big Creek Trail), and our new location for this year, the Pirate Park on Coast Street in Nye Beach. Unfortunately, when we went to check on the Coast Park location the entire story was gone.

At this point we have held two successful programs for Summer Reading with 200+ more attendees this year over last year's numbers at the same point.

We have many new teen volunteers for the summer. All have received their orientation and are up and going to help us prepare crafts, organize craft supplies for each weekly summer program craft, keep the children's and teen room tidy as well as "other duties as assigned".

Thanks to the left over lemonade from the Foundation's spring Harry Potter party, we are selling lemonade at Literacy Park during our outdoor programs to raise money for an undetermined local charity (hoping for ideas from our teen volunteers). Lemonade is served free or by donation. We have made about \$20 in two weeks.

**From Outreach:**

Adult Summer Reading has taken off! The winners of the weekly prize drawings have been thrilled.





# Memo

**To:** Spencer Nebel, City Manager and City Council  
**From:** Jim Protiva, Parks and Recreation Director  
**Date:** July 2, 2018  
**Re:** Department Update – June 2018

## **Recreation Center**

- The Rec Center hosted the final meeting of the 2018 Leadership Lincoln program. Two of our staff people, Trish Cadwell and Jenni Remillard, completed the course with enthusiasm.
- Staff attended the public records workshop, presented by State Archives personnel.
- Summer Activity Club is in full swing, averaging about 41 kids per day for the first two weeks.
- Several new adult classes have started, including Eight Treasures Qigong and Jade Woman Qigong, both focusing on breath, meditation and movement.
- Approximately 18,960 people came through our doors during the month of June, over 1,000 more than June of 2017.

## **Sports Programs**

- Coordinated the Newport Marathon road safety marshals in the Nye Beach District and Bayfront area.
- Organized middle school basketball coaches to detail open gym times for kids throughout the summer months. Open gyms are held on Friday during the summer months at Newport Middle School.
- Meet with other surf contest directors and started planning for this year's contest for September 8-9.
- Held Men's Softball League coaches meeting to outline the upcoming season. The league began playing games on June 25 at Betty Wheeler Park. There are 6-teams consisting of 85+ adult players participating.

- Began building and setting up for the Buccaneer Rampage Race. The race is on July 14. City staff, private businesses and volunteers will partner to create this year's race. Bier One Brewery is the presenting sponsor.
- Youth Basketball Camp took place at the Recreation Center. The camp was a partnership with the high school boys' basketball team. They use the camp as a fundraiser for their school program. There were 32 youth that participated

### **Municipal Pool**

- We are starting an Aqua Zumba class on July 9<sup>th</sup>. The classes are 7 pm on Monday and Wednesday nights in the lap pool. This class is very similar to land Zumba, only in the water!
- Swim the Oregon Coast – 40 plus participants are “racing” the Oregon Coast by logging their lap swim mileage. Using a conversion of 100 yards = 1 mile, swimmers turn in their yardage to be tracked on a map of the Oregon Coast. Currently one of our oldest/longest time patrons is leading the pack. He is already to North Bend-Coos Bay.
- We have added several Parent –Tot times throughout the summer, to meet the demand for a time that is quieter than our typical rec swims. This gives young swimmers and their parents a chance for water exploration and learning. We have scheduled these swim times on the off weeks of our swim lesson sessions.
- Summer Activity Club kids are swimming on Tuesday, Wednesday Thursday from 3 to 4 PM. They usually bring about 20 kids. The Tuesday and Thursday times are exclusively for the rec center kids, and the Wednesdays are shared with rec swim.

### **60+Activity Center**

- We started two new volunteers in the 60+ office, Evelyn Sterud and NHS student, Noelle Vertner, who will be volunteering a few hours each week throughout the summer.
- End of Life Nuts and Bolts with Barbara Bush, an RN with experience in Emergency, Disaster and Hospice settings. An interesting gathering of information regarding end of life and living your life to the end, this event focuses on families, friends, individuals and caregivers.
- Andrea Cabral of Oregon Telecommunications Relay Service explained a program and answered questions about Telecommunications Devices Access Program (TDAP). This state government program loans specialized communications equipment at no cost and with no income restrictions to eligible

Oregon residents who have experienced hearing loss, vision loss, mobility limitations, speech or memory issues.

- Offers a Sleep and Lifestyle for Wellness class with Michael Stout, Lab Coordinator/Lead, Samaritan Pacific Sleep & Neuro diagnostics Lab. Mr. Stout talked about the importance and function of sleep, the restorative action of sleep, an overview of sleep disorders and their treatments, and how changes in our lifestyle can prevent or reverse sleep disorders and related conditions.
- Trips and hikes have been very well received this month with 36 persons enjoying trips to Haceta Head Lighthouse, Siletz Fish Trap, Garibaldi Train Trip and the Thyme Garden in Alsea. In addition, 32 persons took hikes to Brian Booth State Park (formerly Ona Beach) and in the Corvallis area to 560 Loop, Calloway and Mary's Peak.



Noble  
Professional  
Dedicated

Newport Police Department  
**Memorandum**

*One Team - One Future*

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**Date:** July 20, 2018

**To:** Spencer Nebel, City Manager

**From:** Jason Malloy, Chief of Police

**Subject:** Department Report – June 2018

June marked the end of the school year, Newport Marathon, and the beginning of summer. The Newport Marathon was a successful event. Two Newport Mountain Bike Officers deployed on bicycles along the race route. Officers and Volunteers staffed intersections and the finish line area to ensure safety and traffic flow.

I attended a Computer Aided Dispatch (CAD) demonstration hosted by Lincoln City Police. LCPD is in process of increasing their capability with the construction of their new building. They are identifying a new CAD system to use and reviewing options of providing services to additional agencies.

I met with Newport Fire and Library staff to discuss a future active shooter training exercise, which will take place at the Library.

Newport Police co-hosted the annual Shangri-la whiffle ball game at Betty Wheeler. The event was well attended and we were able to help coordinate two whiffle ball games. Newport Officers and players from our Little League baseball teams played with Shangri-la players. The event was well attended and a lot of fun.

I met with representative from Monster Security to review improvements to our video system used for Police interviews/interrogations.

I was a guest on the Sheriff's Radio Show. We discussed summer traffic, 4<sup>th</sup> of July safety, and the upcoming National Night Out event.

The Police Department held Police Officer interviews over two days for one current vacant position. Three candidates were identified after testing and interviews as candidates to move on to the background investigation.

Significant Police Events:

- Newport Officers pursued a reckless driver that failed to yield to Police when they attempted to initiate a traffic stop. A Deputy with LCSO successfully deployed spike strips, which ended the pursuit. The driver was arrested for Attempt to Elude, Reckless Driving and multiple counts of Reckless Endangering.
- During a routine traffic stop, Newport Police K9 Nero was deployed on the violator vehicle and alerted to the presence of illegal narcotics. A large amount of methamphetamine and delivery evidence was located in the car. Two subjects were arrested for multiple drug related charges.
- Newport Officers responded to a report of a man with a gun in South Beach. The suspect had pulled a gun on another person after being involved in a verbal argument. Officers located the suspect driving from the area. Officers conducted a stop and detained the subject without incident.

Volunteers worked a total of 296.25 hours for the month. Events included filing, school patrol, general patrol, court bailiff duties, Newport Marathon, , and assistance with administrative duties.



# Memo

**To:** Spencer Nebel, City Manager and City Council  
**From:** Tim Gross, PE, Public Works Director/City Engineer  
**Date:** July 23, 2018  
**Re:** Capital Projects Status Update and Public Works Operations Monthly Report

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<b>Project:</b>	<b>NE 7<sup>th</sup> Street Water Booster Station (Candletree)</b>
Project Number:	2014-016
Engineer:	Civil West Engineering
Status:	The pump station is online and being fine-tuned. Contractor to finish landscape restoration. City is receiving estimates from fence contractors to install a 4 foot high chain link fence around the top of the hill as a child safety precaution.
Next Task:	Project Closeout
Budget:	\$700,000 in FY 16/17
Description:	This project is to replace the existing Candletree water booster station located on NE 7 <sup>th</sup> Street by the intermediate school with a new station. The existing station is old and cannot supply sufficient water capacity without the assistance of the Yaquina Heights Tank. The tank needs to be taken offline for repairs therefore the station needs to be upsized and completed first.
<b>Project:</b>	<b>Golf Course Drive Water System Improvements</b>
Project Number:	2015-035
Engineer:	Civil West Engineering
Status:	Project is under review from CMO on LID process and value determination.
Next Task:	Proceed with design alternative decision on roadway alignment alternatives, turnaround alternatives, and waterline routing alternatives.
Budget:	\$150,000
Description:	This project replaces an aging and failing water pipe along Megginson, Golf Course Drive and the east side of US 101 from NE 36 <sup>th</sup> to NE 52 <sup>nd</sup> . Due to the construction impacts the roadway may be widened and repaved as part of this project. Golf Course Dr is currently too narrow to permit passing traffic and emergency vehicle access on Golf Course Dr.
<b>Project:</b>	<b>2016 CIPP Sewer Repairs</b>
Project Number:	2015-036
Engineer:	Civil West Engineering
Contractor:	Instituform Technologies, LLC
Status:	Construction is complete, but a portion of the work needs repair. Lack of response from the Contractor has prompted the issuance of a letter of project closeout without payment to the Contractor. Contractor requesting to come

	back and correct defects. City deciding on whether to hire new capable contractor to fix defects.
Next Task:	Receiving estimates on fixing defects from specialized contractor, Michels.
Budget:	\$334,400 in FY17 Additional \$19,689 in FY18 (402-6110-75100)
Description:	This project provides a structural liner (cured-in-place pipe) for a series of failing storm sewer pipes. The awarded scope includes 1,145' of storm sewer running from NE 8 <sup>th</sup> St east of NE Avery, to the SW under private properties and US-101 to the Washington Federal Bank.
<b>Project:</b>	<b>Agate Beach Wastewater Improvements</b>
Project Number:	2011-002
Engineer:	Brown and Caldwell
Contractor:	TBD
Status:	Contractors currently bidding on project
Next Task:	Receive bids and select contractor for award.
Budget:	\$1,240,000
Description:	This series of projects include the Big Creek Pump Station and force main, the 48th Street Pump Station and force main, the Schooner Creek Pump Station and force main, and various portions of gravity sewer downstream of the force mains to remedy undersized and aging wastewater infrastructure.
<b>Project:</b>	<b>Water Treatment Facility and City Hall Campus Generators</b>
Project Number:	2014-018, 2016-025
Engineer:	HDR
Status:	Project is under design, for the WTF generator only. The design approach for the City Hall campus generator will be determined based on experience with the WTF generator project.
Next Task:	Receiving estimates from generator manufacturers for procurement of the WTF generator by the City.
Budget:	\$302,723 for the Water Treatment Facility generator (403-6210-49901) \$100,000 for the City Hall campus generator (711-7010-49405)
Description:	This project will construct backup power generators for the Water Treatment Facility and the City Hall campus.
<b>Project:</b>	<b>Nye Beach Sanitary Sewer Pump Station Grinder Installation</b>
Project Number:	2014-020
Engineer:	Water Systems Consulting (WSC)
Contractor:	Stettler Supply and Construction
Status:	Upon preliminary excavation findings, a new sewer force main bypass is needed to be installed. Conflicts with electrical and fiber are being relocated.
Next Task:	Excavation for manhole placements will begin next week. The following week the contractor is expected to relocate the force main. Expected project completion is mid-August.
Budget:	\$557,000 provided through a DEQ CWSRF low interest loan.
<b>Project:</b>	<b>SE 35<sup>th</sup> and HWY 101 Signalization Improvements</b>
Project Number:	2013-018
Engineer:	Quincy Engineering (ODOT Engineer)
Contractor:	TBD
Status:	City staff continues to coordinate with ODOT and Quincy Engineering to value engineer the project mainly through storm water layouts and options.
Next Task:	Finalize storm water layouts and options with ODOT and Quincy.
Budget:	\$1,131,971

Description: This project will remove the traffic signal at US101/SE 32nd and provide a new signal at US101/SE 35<sup>th</sup>. SE 35<sup>th</sup> will also be extended east/west from Ferry Slip Road to Abalone. Storm drainage and pedestrian improvements will also be provided as part of this project.

**Project: NW 6<sup>th</sup> Street Storm Drain Improvements**

Project Number: 13002  
Engineer: HHPR  
Contractor: TBD  
Status: Design is in process by HHPR.  
Next Task: City Staff review of 90% design submittal.  
Budget: \$650,000  
Description: The storm sewer along NW 6th Street is failing and in heavy rain events boils through the pavement. The pavement on the street is potholed and worn out. There are several curb returns at adjacent streets missing. The section on NW 6th from Brook Street to High Street is very narrow with no sidewalk. This project would add a sidewalk section in that area and a mid-block crossing making pedestrian travel safer.

**Project: Ferry Slip Road Line Undergrounding**

Project Number: 15017  
Engineer: SHN  
Contractor: TBD  
Status: Engineer in coordination with PUD on underground alignments  
Next Task: City staff, PUD and electrician will conduct a series of walk-throughs to assess point of entries on private property and required easements to develop individual private connections.  
Budget: \$1,200,000  
Description: This project will underground the utilities along US 101 in the summer/fall of 2018 in advance of the street and signal improvements. The City widened SE Ferry Slip Road and added a multi-use path in 2016. Undergrounding the lines will enhance the user experience and eliminates a potential obstacle in the event of a severe earthquake as SE Ferry Slip Road is a key evacuation route to the Oregon Coast Community College.

**Project: Wessel Creek Bridge**

Project Number: 16014  
Engineer: In-House  
Contractor: TBD  
Status: Permitting process  
Next Task: Obtain necessary permit(s) and bid the project.  
Budget: \$30,000  
Description: This project will provide access to City staff for maintenance of the Siletz River water supply pipeline. Discussion between the City and ODFW and DSL has concluded a culvert would not be appropriate in this instance. A culvert would have to be fish friendly and we would have to make sure the culvert is clear of debris. This project will install precast bridge abutments and a railcar bridge deck to allow for passage over a tributary of Wessel Creek.

**Project: Pavement Management**

Project Number: 17010  
Engineer: NCE  
Contractor: NA  
Status: Consultant is performing City field work and data collection on roads.  
Next Task: Rate all city roadways and build the StreetSaver database.

Budget:	\$40,000
Description:	A pavement management database will enable City Staff to proactively program preventative pavement maintenance, select segments for overlays on a yearly basis and better understand the impacts of deferred maintenance of City streets. This project will establish street 'nodes' and assign a pavement condition index to each segment identifying which segments need maintenance/repairs/rebuilding on a FY basis.
<b>Project:</b>	<b>Power Ford and Sunwest Motors Stormdrain Realignment</b>
Project Number:	17001
Engineer:	Century West
Contractor:	TBD
Status:	Bidding Process underway
Next Task:	Receive bids and select contractor for award
Budget:	\$950,000
Description:	This project will reroute the stormdrain pipes from underneath Power Ford and Sunwest Motors to within City ROW. The project will connect missing pieces of sidewalk, upgrade non-compliant ADA ramps, and complete the construction of Grove from 10 <sup>th</sup> to Avery.
<b>Project:</b>	<b>SW Harbor Dr Sidewalk Improvements</b>
Project Number:	15-014
Engineer:	Century West
Contractor:	TBD
Status:	Project is under design
Next Task:	Consultant is working on 90% design.
Budget:	\$81,675 (additional funds will be needed for construction)
Description:	This project will construct sidewalk along the west side SW Harbor Way, connecting existing sidewalks at SW 11th St and SW 13th St. It will also include realigning the intersections at SW 11th St and SW 13th St.
<b>Project:</b>	<b>Agate Beach State Park to US-101 Trail</b>
Project Number:	15-015
Engineer:	Century West
Contractor:	TBD
Status:	Project is under design
Next Task:	Consultant is working on 90% design.
Budget:	\$29,129 (additional funds will be needed for construction)
Description:	This project will connect the paved trail in Agate Beach State Park with the sidewalk located between the west side of US-101 and Walmart, which currently ends at the Best Western Agate Beach Inn. Due to steep terrain, this new trail will primarily be a stairway. The stairway will include a trough for walking bicycles up or down the stairs.
<b>Project:</b>	<b>Hatfield Drive Storm Sewer Upgrades</b>
Project Number:	17-012
Engineer:	Civil West
Contractor:	TBD
Status:	Survey underway
Next Task:	Consultant to develop 30% preliminary designs for improvements
Budget:	\$100,000
Description:	This project is scoped to improve the failing sanitary sewer down Hatfield Drive beginning at 10 <sup>th</sup> Street. With the recent flooding of the 60+ Center during significant rain events City Staff has is working with the Aquatic Center design firm to design the Hatfield storm sewer upgrades in exchange for potential error and omissions claims against them. The project will

redirect flow from Hwy 20 down Benton to 10<sup>th</sup> then down Hatfield, routing the water around the Aquatic Center campus.

<b>Project:</b>	<b>Nazarene Church-Grove Street Sewer Rerouting</b>
Project Number:	11-019
Engineer:	Civil West
Contractor:	TBD
Status:	Bidding Process is underway.
Next Task:	Receive bids and select contractor for award..
Budget:	\$220,000
Description:	This project will redirect the sanitary sewer from beneath structures including the Newport Fire Station, and off private lots between NE 11 <sup>th</sup> and 10 <sup>th</sup> near Grove Street.
<b>Project:</b>	<b>Nye Beach Turnaround Pavement Rehabilitation</b>
Project Number:	15-013
Engineer:	N/A
Contractor:	TBD
Status:	Upon completion of the Nye Beach Grinder project City staff will bid the removal and replacement of asphalt in the three parking tiers at the turnaround.
Next Task:	Wait for the Nye Beach Pump Station to complete.
Budget:	\$125,000
Description:	Improve pavement condition at the Nye Beach Turnaround.
<b>Project:</b>	<b>Yaquina Heights Drive Waterline Extension</b>
Project Number:	15-029
Engineer:	Century West
Contractor:	TBD
Status:	Consultant working on 30% design submittal
Next Task:	Review water model to determine size of pipe and other appurtenances needed.
Budget:	\$400,000
Description:	The City Shops tanks were constructed in 1903 and 1904 from stone and are leaking badly. The Yaquina Heights Tank sees little turnover because of lack of demand. By connecting the system between the two tanks, increased demand may be realized for the Yaquina Heights tank and the City may be able to operate without the City Shop tanks. This project will connect the Yaquina Heights Tank to the Shop Tanks. Project will include installation of the water line and overlay of Yaquina Heights Drive.

## **Water Treatment Plant – June 2018**

- June production was 89.9 million gallons this is an increase of approximately 9 million gallons from May 2017.
- Fiscal year 17-18 production 783 MG
- May 25 - South Beach reservoir- Pat and Cody install new hatch cover
- June 6 - Main #2 we removed hatch cover had repaired and we reinstalled and plugged two holes.
- June 12- removed 2 one gallon containers of used motor oil from alongside the road at raw reservoir 2
- June 21 - met with Jason, Tim and Engineers with regard to the Smith tank removal and 54th street pump station upgrade.
- June 22 - Main #1 cover major rust hole with a sheet of steel and added weather stripping to roof hatch door.
- June 25 - met with Jason Maxon and Wave/Coastcom regarding fiber line from 7th street pump station to Yaquina Heights pump station and storage tank.
- June 30 - IT installed Wifi at the Siletz pump station.
- I'm continuing to upgrade the appears of the distribution pump stations on the scada screens

## **Streets Recap June-July 2018**

- Responded to 71 work orders.
- Installed all tsunami torch downs.
- Helped water crew with Embarcadero Fire line
- Graded all gravel roads
- Applied dust abatement
- Cold patched multiple areas
- Cleaned up shop. Took 4 loads of pallets to the dump. Hauled misc. concrete (Cones, risers, vaults)
- Helped water crew with multiple breaks. (Vista, 7<sup>th</sup> St, Lee)
- Hauled in 80yards of 6" to repair Lee St water break
- ROW Mowed all over town, in spurts due to mower breakdowns
- Worked on JD Mower
- Removed curb from SE 10<sup>th</sup> and Benton for contractor
- Hot patched NE 7<sup>th</sup>, SE Pinter Ln, SE cottage (all cuts from utility work)
- Had John's Retirement Party
- Repaired guardrail at Jump off joes
- Put up banners, took down banners
- Adjusted crosswalk timings
- Fixed sink holes on NE 12<sup>th</sup> and Fogarty and Big Creek Rd.

## **Water distribution summary June-July 2018**

Water distribution completed 166 work orders during the month ranging from locates, service breaks, main line breaks, meter change outs, road building, pump station repairs (both water and collections) as well as paving asphalt cuts, flushing tanks in order to maintain chlorine residual and reading the nearly 5000 meters we have in the city.

- Pulled new domestic services when existing service had failed.
- Located city services for contractors.
- Repaired multiple service line leaks.
- Rebuilt the washed out main tank road.
- Prepped road for dust abatement.
- Did re-reads and service orders for water billing.
- Did multiple asphalt cuts for sink holes and water services.
- Paved water service cuts and sink hole cuts.
- Read water meters.
- Responded to customer concerns.
- Responded to multiple call outs after hours for water concerns and repairs.
- Supervised our temporary employees who are changing out meters.
- Maintained visibility for fire hydrants and pump stations.

## **Collections Division June-July 2018**

- Responded to 69 work orders.
- Nye Beach grinder project
- 48th St pump removal and new standpipe
- Spring St new stand pipe installation
- Running Springs pump station new stand pipe installation
- Videoing and jetting the 48th zone
- Pump run and daily maintenance on stations
- Sewer complaints throughout town
- Helping water crew with water breaks
- Re priming pumps and Minnie and Spring St
- Generator maintenance/cleaning level controllers
- Weed maintenance pump stations
- Cleaning wet wells /pump stations
- Repairing sewer breaks
- Replacing level controller 48thSt
- Replacing electrical equipment with electrician (Spring St Station)

## **Wastewater Treatment Plant June- July 2018**

- One pump down at Northside, assessing failure and planning for repair
- CMMS training completed. Began issuing work orders. Soft roll out Sept 1
- Centrifuge 1 back I/S after being sent out for repair. New panels installed
- Biosolids applications to Hidden Valley and Logsdon.
  - Solids building running 60 hours per week for the last 2 months
  - Developing sites in Wren and Tidewater
  - Mark Walter working on winter application
  - Conveyor failure 7-18-18- developing contingency plan
- New IPS control strategy I/S- fewer stops, even flow and less wear on equipment
  - Need new small pump at IPS. 2 worn pumps, no redundancy and opportunity to “right size” the pump to low flows
- Master planning meetings regarding capacity assessment
- Working on Draft for Northside design work with B&C
- Grant completed ICS 300 training

## **Facilities Maintenance**

- Painted exterior of Restroom in Agate beach rebuilt handle railing to ADA compliance.
- Installed new Hot water heater at Agate beach restroom
- Installed new Heater in mechanical room at Agate beach restroom
- Stain Gazebo and picnic tables
- New front door at the Vac.
- New 2nd floor windows have all been replaced at the Vac.
- Replace 10 sheets of rotten ply wood on Newport height pump station and Painted exterior.
- Replace all Exterior doors at city hall.
- Replace and repaired all soar lights on safe haven hill trail.
- Police Dept. Add new lights and plugs in conex container at the gun range.
- Police Dept. Add new exterior lights for gun range storage building.
- Installed new Heater in mechanical room and exhaust fans at Don Davis restroom
- Installed new Hot water heater at Don Davis restroom.
- Removed old water heater in Nye beach restroom as it was leaking it was for floor heat. And replaced it with Ceiling Heaters.
- Replaced exhaust fan on Bayfront restroom
- Painted exterior And Interior of Deco District Restrooms.

## **Park Maintenance – June 2018**

- have cleared the drain on Lucky Gap trail that was running across the trail
- worked on Ernest Block site to get ready for the dedication.
- We also started on the wall behind the Aquatic Center in preparation for fencing and railing.
- Helped Mike Cavanaugh do clearing at the Airport for the Buccaneer Rampage.
- We are still looking for extra help to keep the Bayfront and the Nye Beach areas cleaned up for the Tourist and the Locals alike.