

# Newport Municipal Airport Monthly Department Head Report



## September 2016

We received a Certificate of Operational Excellence from World Fuel & Phillips 66! The certificate recognizes the City of Newport for maintaining operational excellence as a branded fuel provider to the business & general aviation flying public for 2016! I would like to give a big thank you and congratulations to my staff for all the hard work they put in on a daily basis to achieve this highest honor.

The 270<sup>th</sup> held their yearly tower training and it was a great success. We had wonderful support from local pilots using the time the 270<sup>th</sup> was here to work with them and provide a great training opportunity. Employee John Matherly also used this time to achieve getting his tower certification to be able to fly into towered airports. We did send out a late press release for a recruiting and visit day unfortunately it was unsuccessful. One of the challenges was getting a time of availability for recruiters to be here and a PIO on hand. They were able to have recruiters and a PIO on sight that came over from Albany. The time was not wasted by the 270<sup>th</sup>. While they waited for people to show up they used that time has a training exercise on how to be a Public Information Officer (PIO).

We are waiting on to the next part of the Connect Oregon Grant. The agreements will be reviewed by the Program Manager, the State legal counsel at the Department of Justice and the ODOT Procurement Office staff. Once the contract is approved they will be sent out for signing. At this time, they are anticipating a November 30 start date.

City Council approved the signing of the FAA AIP 24 grant contract. It has been returned it to the FAA. This AIP 24 grant is for \$400,000 to buy land on the south end of the airfield to protect our Runway Protection Zone. Contract was signed and sent back to FAA.

We had our 139 cert inspection the week of September 19<sup>th</sup>. Mark Gabel our cert inspector found some issues with ARFF training and the Airport Certification Manual(ACM) updates. I have been working with Chief Murphy on resolving ARFF issues. We have received brand new ARFF training material, organization, and quizzes for each section. We are currently building the new ARFF training program due to roll out by the end of December. The Individual ARFF monthly trainings will be done the firemen and the sessions videotaped. Having the training sessions videotaped will be beneficial in providing availability for a person unable to attend the training to watch it and it can be used for future trainings. I have done the ACM updates and sent them into Mark for him to look at.

Getting the trees down that are in the 34 RPZ. We are waiting for signatures on the easements needed and any further questions that may come up before we can move forward. We are still hopeful to have the trees down by the end of December.

The Port of Portland held an Oregon Regional Outreach Roundtable. We discussed goals of the air service roundtable, challenges and opportunities facing airports, and regional support of air service recruitment and retention.

I was asked to participate on a Rural air service panel at the Oregon Aviation Industries (ORAVI) with Mark Gardiner, ORAVI Board Chair, Scott Brooksby, ARAVI Rural Air Committee Chair, Kent Crawford, Alaska Seaplanes Owner, and Mitch Swecker, Director Oregon Department of Aviation. Some others keynote speakers, will be Senator Betsy Johnson, Senator Ted Ferrioli, and Karmen Fore, Governor's Senior Policy Advisor. That was held on October 4, in Aurora.

Konect Aviation is still providing air tours out of Newport, but on more of an on demand basis due to weather change.

I have sent the signed rental car contract from Hertz. Waiting for them to finalize it and we will once again have rental cars on field.

Thank you for your time,

Lance Vanderbeck  
City of Newport  
Airport Director  
541-867-7422

Below is how we ended up for the month for gallons of fuel pumped, rental cars, crew cars sent into Newport and number of logged aircraft operations.

<b>Aircraft Quantity</b>				<b>Fuel Consumption</b>			
<b>Month</b>	<b>IN</b>	<b>OUT</b>	<b>Tot.A.O</b>	<b>Jet A</b>	<b>Av Gas</b>	<b>Self Serve</b>	<b>Total</b>
<b>July</b>	430	429	859	6869	841	840	8549
<b>Aug</b>	332	333	665	3231	1062	1271	5564
<b>Sept</b>	327	325	652	2298	722	979	3999
<b>Oct</b>	24	25	49	40	39	0	79
<b>Nov</b>			0				0
<b>Dec</b>			0				0
<b>Jan</b>			0				0
<b>Feb</b>			0				0
<b>Mar</b>			0				0
<b>Apr</b>			0				0
<b>May</b>			0				0
<b>Jun</b>			0				0
<b>Cur. FY</b>	<b>1113</b>	<b>1112</b>	<b>2225</b>	<b>12438</b>	<b>2664</b>	<b>3090</b>	<b>18192</b>
<b>FY 15/16</b>	4263	4234	8497	26182	7854	8524	42560
<b>FY 14/15</b>	3686	3572	7258	71113	5985	8103	85201
<b>FY 13/14</b>	3199	2914	6113	87073	4098	9374	100546
<b>FY 12/13</b>	3121	3083	6204	31135	4430	11049	46614
<b>FY 12/11</b>	3219	3181	6400	41183	4275	15823	61281
<b>FY 10/11</b>	3023	3085	6108	73458	4119	12004	89581
<b>Average</b>	<b>3419</b>	<b>3345</b>	<b>6763</b>	<b>55024</b>	<b>5127</b>	<b>10813</b>	<b>70964</b>

<b>Rental Cars</b>				
<b>CY</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
JAN	2	2	11	4
FEB	5	4	8	4
MAR	9	5	7	4
APR	4	5	10	7
MAY	14	9	8	4
JUN	9	12	28	8
JUL	22	16	30	16
AUG	24	3	25	10
SEP	14	10	14	16
OCT	8	5	13	1
NOV	14	2	11	
DEC	1	1	4	
<b>Total</b>	<b>126</b>	<b>74</b>	<b>169</b>	<b>74</b>

<b>Courtesy Cars Loaned Out</b>					
	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
JAN	0	0	33	23	28
FEB	2	0	16	17	23
MAR	2	0	29	41	25
APR	2	0	28	36	42
MAY	9	0	29	20	45
JUN	14	0	19	43	48
JUL	10	28	39	41	52
AUG	0	27	19	38	43
SEP	0	25	25	32	31
OCT	0	35	12	22	1
NOV	0	22	19	29	
DEC	0	8	10	16	
<b>Total</b>	<b>39</b>	<b>145</b>	<b>278</b>	<b>358</b>	<b>338</b>



# Memo

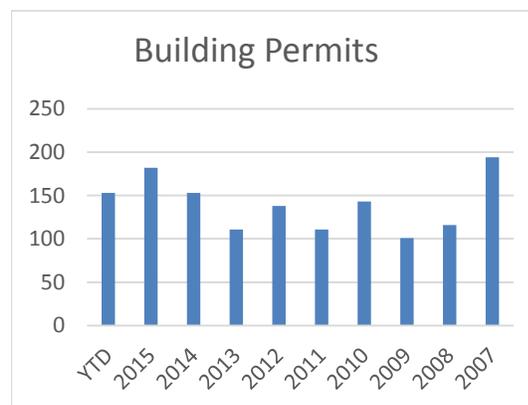
**To:** Spencer Nebel, City Manager and City Council  
**From:** Derrick Tokos, Community Development Director  
**Date:** October 14, 2016  
**Re:** Department Update

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

The following is a summary of building and land use activity for August/September of 2016 and related trend data.

	Building Permits	Electrical Permits	Plumbing Permits	Mechanical Permits (Eff: 7/16)	Construction Value	Land Use Actions
Aug/Sep	23 (\$15,115.87)	45 (\$5,167.07)	14 (\$1,963.29)	35 (\$3,623.65)	\$1,818,370	14 (\$2,358.00)
2016 Total	153 (\$162,521.90)	252 (\$34,061.76)	55 (\$15,182.53)	42 (\$4,923.98)	\$18,706,735	35 (\$21,238.00)

2015	182 (\$184,602.72)	303 (\$39,558.07)	77 (\$14,778.82)	County	\$21,957,649	67 (\$31,870.00)
2014	153 (\$114,841.75)	304 (\$37,193.58)	87 (\$15,084.78)	County	\$13,248,480	38 (\$16,563.00)
2013	111 (\$68,843.48)	258 (\$28,809.30)	61 (\$12,220.12)	County	\$8,131,772	44 (\$11,979.00)



## **STATUS OF SIGNIFICANT CONSTRUCTION PROJECTS**

Aquatic Facility: Building is enclosed and pool is being constructed. Pool wall rebar inspection week of 10/10.

Big Creek Pump Station: Building is substantially complete. Awaiting call for final inspection.

Newport Candy Shop: Framing is underway and roof trusses are being installed.

Central Lincoln PUD Maintenance Facility: Pouring last slab foundation and tilt-up panels, framing, and initiating tenant improvements to the southernmost (pre-existing) building. Staff will meet with Central Lincoln 10/17 to discuss street frontage improvements they are required to install.

Hatfield Seawater Facility Upgrades: Structure is substantially complete. Awaiting call for final inspection.

Nazarene Church Outreach/Community Center: Construction continues to progress slowly. The church has hired a new project manager. Contractor is working on interior partition walls and has indicated that they will soon begin installation of mechanical equipment.

Newport Coffee Shop (Harborton and College Way): Framing inspection completed and solar array installed. Further work on hold until they secure a tenant.

Rogue Brewery Expansion: Roof trusses have been installed and structure is enclosed. City staff provided comment on design of effluent monitoring system, and Rogue indicated that they ordered the equipment.

Teevin Bros. Log Yard: Permit issued 12/31/15. Port to begin construction once they obtain the balance of the project funding. Performing limited earthwork to keep the building permit active.

Wilder, Phase 2B: Infrastructure (i.e. sewer, water, streets, storm drainage) is being constructed for 7, four-plex units. A final plat will soon be filed for the OSU student housing site so that transaction can be completed by the end of the year. A subdivision plat for the four-plex lots should soon follow.

### **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 addressing issues related to environmental impacts associated with the project. That work will continue well into 2016. Permitting considerations associated with the preferred cable landing site (Driftwood Beach State Recreation Site) are also being evaluated.

Safe Haven Hill Tsunami Evacuation Improvements: Project is complete and staff is working with Oregon Emergency Management to close out the grant.

Affordable and Work Force Housing Initiatives: Met with Habitat for Humanity of Lincoln County on 8/4/16 to discuss property line adjustment in order to get the 10<sup>th</sup> Street property in a condition where it can be developed with affordable housing units. City is also a partner to a multi-jurisdictional IGA with the Lincoln Community Land Trust. Council met with its jurisdictional partners to discuss further steps it can take to implement affordable and workforce housing policies on 7/12/16. Follow-up meetings with jurisdictional partners to be held 10/18 and 10/19.

Vacation Rental Code Update: At this time there are 188 vacation rentals and B&B establishments that have completed the licensing process. About 150 of the licenses are being used. A presentation was made to the Council on 5/2/16 summarizing how the City's licensing program has been working since it was overhauled in 2012 and the growth of vacation rentals will continue to be actively monitored moving forward.

Agate Beach Street and Recreation Enhancements: Construction of the street and sidewalk improvements is part of the federalized project that is being overseen by ODOT. That work is substantially complete. A contractor repaired the drainage system adjacent to the Agate Beach Motel and work is to begin on the staircase improvements in November. The restroom will be the last item bid by the Public Works Department.

Reservoir UGB Amendment and Annexation: Annexation ordinance was adopted on 5/2/16. Lincoln County to transfer jurisdiction of Big Creek Road. City must accept. Initial hearing held by the Board of Commissioners on 7/20/16. Commissioners want to link transfer to commitment by City to maintain recreational access to the reservoirs. A follow-up discussion by the Board of Commissioners will likely occur in October or November.

Planning for Replacement of the Yaquina Bay Bridge: City/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 (approx. \$150,000). ODOT performed detailed traffic counts in 2013 and 2014 to inform the development of a 2040 traffic model. ODOT Region 2 has budgeted funds to conduct an alternatives analysis in FY 16/17. Staff to meet with ODOT in May to review progress on the model and a ODOT will update the City Council on the status of the project at the 10/17 Council meeting.

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. The State of Oregon is preparing a new GIS based addressing layer for all jurisdictions in the County. The project is funded by OEM and the information will be used to support 911 services. No date is set for when the work will be finished.

South Beach Urban Renewal Infrastructure Improvements: Extension of SW Abalone Street and SW 30<sup>th</sup> for the OMSI development, paving and sidewalk improvements along SW Brant Street and SW 27<sup>th</sup> Street, and the widening of SE Ferry Slip Road (with a multi-use path) from SE Marine Science Drive to SE Ash Street. Projects are substantially complete. ODOT is preparing three (3) draft design concepts for the new SE 35<sup>th</sup> and US 101 intersection, which should be finished by the end of October. A public outreach meeting will be scheduled to solicit feedback on the draft design. Construction of the intersection improvements will occur in 2018.

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 August 27<sup>th</sup> and the off-peak analysis will occur in early November. An advisory committee meeting will be scheduled to coincide with the November data collection to review initial "peak period" findings and capital projects. Recommendations will inform the 2016/2017 budgeting process.

HMSC Campus Expansion and Student Housing: OSU's design team is conducting community outreach in advance of preparing preliminary design documents for the 80,000 sq. ft. marine studies initiative building that is to be constructed on the HMSC campus. They anticipate construction starting August of 2017. The University has secured property for student housing in the Wilder planned development, and the City Council approved amendments to the Newport Comprehensive Plan and Zoning Ordinance related to that project on 9/6/16.

Update to Newport System Development Charge Methodology: The project includes assessment of the viability of a construction excise tax for affordable/workforce housing. A RFP for consulting services was issued 7/5/16 with proposals due 8/19/16. FCS Group was selected to assist the city and they were brought under contract on 9/8/16. A technical advisory committee has been created for this project. The Planning Commission considered a preliminary list of relevant stakeholders at its 8/8/16 meeting and the Council reviewed the committee roster at its 8/15/16 meeting. Staff and consultant met to review the project scope and background data request on 9/28/16. Staff is compiling the data for the consultant.

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. As of the end of September, five of the seven target properties had been acquired, and home removal is expected to begin the week of October 24<sup>th</sup> (weather permitting).

NE 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 is soliciting bids from qualified surveying firms to establish a preliminary alignment for the roadway.

### **COMMITTEE WORK**

In August and September, staff supported and/or attended meetings of the Newport City Council, Newport Urban Renewal Agency, Newport Planning Commission, Airport Policy Advisory Committee, Port of Newport, and the Legislative Joint Interim Committee on Transportation.

# NEWPORT FIRE DEPARTMENT

## City Report September 2016

	CITY	RURAL	PERMITS ISSUED	CITY	RURAL
FIRE CALLS:	2	0			
AUTOMATIC ALARMS:	7	2	BURN PERMITS:	0	0
MEDICAL CALLS:	88	13	FIREWORKS PERMIT:	0	0
MOTOR VEHICLE COLLISION:	4	2	FIREWORKS DISPLAY:	0	0
RESCUE:	0	1	IN SERVICES AND TOURS:	0	
MUTUAL AID RENDERED:	5	0	TOTAL INSPECTIONS:	8	
MUTUAL AID RECEIVED:	0	0	BUSINESS INSPECTIONS:	8	
AVIATION STANDBY:	0		REINSPECTIONS:	0	
PUBLIC SERVICE:	18	2	PLAN REVIEWS:	0	
HAZARDOUS CONDITION:	0	0	CONSTRUCTION INSPECTIONS:	0	
OVERPRESSURE/RUPTURE:	0	0			
VOLUNTEER HOURS:	227				

### OCCUPANCIES of Fires and Automatic Alarms

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

# NEWPORT FIRE DEPARTMENT

## City Report September 2016

### CAUSES of Fires and Automatic Alarms

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

### LOSS OF LIFE

CIVILIAN: 0    FIREFIGHTER: 0

### INJURY

CIVILIAN: 0    FIREFIGHTER: 0



# Memo

To: Spencer Nebel, City Manager and City Council  
From: Ted Smith, Library Director  
Date: September, 2016  
Subject: Library Department Update

## **From the Library Director:**

Kay Eldon, Assistant Library Director's, last day was on October 1. Kay used up the remainder of her vacation during the final three weeks of September. As a result of Kay's departure, there has and will be a restructuring of duties for a number of staff. The Library Director has been working with the HR Director to complete this process.

The Library Director was on vacation from September 8, through September 14, and from September 27, through October 4.

On September 22, the Library Director met with peers in the Oceanbooks Library Consortium to discuss issues, fee schedules, and future joint training exercises.

On September 23, the Library Director attended a meeting of library directors from around the state. This meeting was convened in Hillsboro under the sponsorship of the State Library and the Public Library Division of the Oregon Library Association.

The Library recently received an upright piano as a gift from a couple that are moving. The piano will be used for special programs that are in development.

The library has been the recipient of much needed grounds keeping from a couple of master gardeners. Webb and Becki Stiles have contributed many, many hours this summer pulling weeds, laying down weed barrier and mulching around our bushes and flower beds. Webb was even able to score 10 yards for free wood chips for the mulching project. Library volunteers are foundational to providing special touches that patrons would greatly miss were it not for the hours given in service to the library.

## **From Youth Services/Circulation Services:**

The Trail Tales that Linda Annable and Rita Ruddiman developed have mostly been a success. Over 400 people have signed the guest books and many have told us how delightful it was to read and walk the trails. Teachers at Sam Case School even incorporated the Beach Trail Tales into their outing to the Library, yes, walking all the way. Our one unfortunate experience has been some vandalism of the Tales, especially at Mike Miller Park but also at the Beach Trail.

Linda and Rita are already thinking about next year and how they might mount the tales differently. Will keep you all posted.

September brought preschool programs back to the Children's Room with a bang. Two additional weekly preschool literacy programs have been added to our offerings. Baby Signing classes are now held at 10:30 on Monday mornings and, at patrons' requests, an additional Preschool Storytime was added at 10:30 a.m. on Wednesdays. Newport Public Library now offers 6 preschool programs a week in the Library. We're pleased about this and we're seeing new families in the Library for these programs.

Linda, Rita and Rebecca are all gearing up for outreach programs to Newport's schools. They are setting monthly schedules with each program/school and putting together their offerings. Such fun to see one of them setting off, bag of books and flannelboard in hand, to promote reading and the Library to our young patrons and potential patrons.

Newport Public Library's volunteer program is vital to its daily operations. Some volunteers stay with us for decades, others for just a short time but they all bring great value to staff and patrons. This year the City of Newport instituted an online training program for staff and volunteers. It is a fairly comprehensive program and requires about 12 1/2 hours to complete. Unfortunately, six of our volunteers, some who've been with us for 20+ years, objected to the requirement and have resigned their volunteer positions. They are sorely missed. Fortunately, we do have new people coming on board who will bring their own special skills to their tasks here.

#### **From the Young Adult Librarians:**

We had a very successful summer program with 11 teen volunteers serving the library for approximately 112 hours. We had teen volunteers in the building 4 days a week performing a broad variety of tasks from shelving books to helping youngsters with crafts to cleaning computer keyboards in the Children's Room!

I chose to add fundraising to our list of "tasks". Since it was an Olympic summer I selected the Lincoln County Special Olympics organization to be the benefactor of our efforts. We hosted "Monday Movie Mania" for 6 consecutive weeks. Using the Summer Olympics as a theme, I showed sports-related movies each week. The movies were free, but attendees were able to make a free will donation if they chose to do so. My teen volunteers set up chairs, made popcorn, hung out during the movie and then put away chairs and cleaned up popcorn bowls, napkins, etc.

We offered face painting at each of the 8 weeks of Summer Reading programs in Literacy Park. All children who wished could get a free face painting, and again we asked for donations only.

My self-identified "non-artistic" teen volunteers intrepidly painted faces week after week. (Side note, they got better at it each week!)

Finally, we held a rummage sale in the meeting room with donated items from staff and the teens. The teen volunteers worked an 8 – 3 shift with lots of youthful enthusiasm.

When the summer was over we had raised \$367.68! Just this week I went with two of my volunteers, Audrey Vanderhoff and Josue Sanchez-Valencia, (both freshman at NHS) to Muggly's Bowling Alley, in Toledo, where the local Special Olympics athletes were practicing for the state tournament. We presented a check and took photos. It was very gratifying for all of us to have this experience. Already we are talking about what children's organization we will raise funds for next summer.

On a different note I started a Baby Sign Language class in September with the purpose of helping families communicate with their young ones. The first class we had 28 attendees! Moms, dads, babies, twins and grandmas too. The plan is to meet one day a week for 8 weeks, take a break and then start a new 8-week session. It is still evolving, as this is new to me too.



# Memo

**To:** Spencer Nebel, City Manager and City Council

**From:** Jim Protiva, Parks and Recreation Director

**Date:** October 10, 2016

**Re:** Department Update – September 2016

## **Recreation Center**

- Summer Activity Club ended on Friday, September 2<sup>nd</sup> and the School's Out program started on Tuesday, September 6<sup>th</sup>. The attendance numbers for School's Out have been unusually high. The top day had 64 kids attending! That set a record for the School's Out program.
- All forms for City's salary study for Rec. Center positions have been submitted, along with job descriptions which were reviewed and revised as needed.
- Jen Sain a new instructor offering art classes for grade school children. Learning from The Masters, teaching about styles, techniques and movements throughout art history. She offers a drop-in class titled: After School Arts & Crafts.

## **Municipal Pool**

- End of season staff celebration/meeting for another summer of no major incidents or accidents and to discuss upcoming transition and trainings
- Numerous pool rentals and lane rentals in September
- Swim club started back up after taking August off
- Started another sold out session of swimming lessons

## **Sports Programs**

- Meet with Ollie Richardson, Dan Hasselschwert, Kirk Tice and Rogue Brewery once a week to review, develop and plan the Agate Beach Surf Classic.

- Hosted a meeting with Lincoln County area coordinators to discuss the fall youth volleyball season. Reviewed and edited league rules. Discussed and developed playing schedules and divisions.
- Finalized registration numbers for youth volleyball in Newport and Toledo. 41 Newport girls and 52 Toledo registered through the recreation center. Meet with the Newport and Toledo coaches to discuss season information, game schedule and practice schedules.
- Middle School Cross Country program started. 21 kids are participating in this season. Team participated in meets on the September 15th (McMinnville), 21st (Corvallis), and 24th (McMinnville).
- Hosted the first annual Agate Beach Surf Classic @ Agate Beach and Rogue Brewery. Packet pickup was on the 23rd. The contest was on the 24th and 25th. There were a total of 86 surfers that competed. We had over 200+ people attend the 2-day event. Made upwards of \$5,000 off the event for the recreation center's youth scholarship fund.

### **60 Plus Center**

- The City of Newport's 60+ partnered with John McKinney from Portland, a fall preventions specialist, to provide a Free community health screening for Balance and Balance Disorders.
- Meditation101 class was initially a six-week class that started in August but has been extended for another six weeks due to patron's requests.
- A new one-hour class called Breath Walk started Saturday, September 10<sup>th</sup>. Breath walking is an easy to perform type of walking which synchronizes the breath with walking steps, enhanced by directed attention aided by a few other techniques. John Anderson, M.S., the instructor received his training in Chicago through Kundalini in the Loop organization.
- A Travel meeting was held on Thursday September 22<sup>nd</sup> from 1:00-2:30. Over 20 people attended to share their travel ideas for 2017. We expect to have about 50 travel trip options for the next year.
- The 60+ Adventure Van took two trips this month. They attended the ever popular October Festival in Silverton and also the Corvallis Fall Festival which had over 100 crafters wares on display.
- The 60+ Activity Center capped off the month by hosting a Chamber Luncheon. Thirty-four members of the Newport Chamber of Commerce enjoyed a delicious meatloaf luncheon.



Noble  
Professional  
Dedicated

## Newport Police Department **Memorandum**

*One Team - One Future*

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**Date:** October 11, 2016  
**To:** Spencer Nebel, City Manager  
**From:** Lt. Jason Malloy  
**Subject:** Department Report – September 2016

1. September marked the beginning of the 2016/17 school year. We began the school year with a noticeable police presence in all schools, including a School Resource Officer (SRO). Our SRO is a new addition and resource for the City and school district. Our SRO position was made possible by a well-established relationship with the Lincoln County School District (LCSD). Our SRO position is funded 50% through City funds and 50% through LCSD funds. Officer Dustin Watson was selected as our SRO, and his presence has already been noticed. Officer Watson began settling in his new role and is learning the school district system and meeting many new people. Officer Watson has splits his times between the four Newport area schools. He has offices at both the Newport Middle School and Newport High School.
2. On September 8, a reckless driver crashed through the barricades on NE Eads St. between the west and east campuses. The driver's actions were witnessed by Officer Watson. All available officers responded to assist Officer Watson. The suspect fled the area, but after a short time, the suspect turned himself in, and was arrested for his actions.
3. Two recently promoted Sergeants and one new Police Officer were sworn in at the September 19 Council Meeting. Sergeants Brad Purdom and Keith Garrett were selected for promotion last month after a competitive promotional process. CSO Jim Folmar was sworn in as our newest police officer, and is beginning the transition to Police Officer.
4. The Police Officer hiring process was concluded this month, and two candidates were selected for hire. One candidate is Mike Leake, who is a later police officer with 15 years' experience from Lincoln City. The second candidate is Jack Dunteman, who is an entry level officer from the Eugene area. Both officer have start dates in October.

5. In addition to monthly meeting, Chief Miranda attended the FBI National Academy retrainer event and Chief's and Sheriff's Association joint meeting. Both trainings offered current trends in law enforcement, and provided additional leadership skills. Information he learned from both training events was shared with Police staff.
6. The Newport Volunteers had limited events this month, but stayed very busy providing patrol and administrative support. Volunteer hours totaled 452 hours during the following events:
  - a. Agate Beach Surf Classic
  - b. School zone patrols
  - c. Court Bailiff
  - d. Administrative support



# Memo

**To:** Spencer Nebel, City Manager and City Council  
**From:** Jayson Buchholz, PE, Senior Project Manager  
**Date:** October 3, 2016  
**Re:** Capital Projects Status Update

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- Project:** **Big Creek RCC Dam Feasibility Study**  
Project Number: 2011-025  
Engineer: HDR Engineering, Inc.  
Status: Geophysical and survey work have been completed. HDR has been authorized to proceed with obtaining additional Geotechnical data on the preferred new dam location. City staff in conjunction with HDR held a pre-application meeting with USACE to determine what may be required as part of the application process.  
Next Task: Collection and analysis of additional geotechnical data. Continue discussion with interested governing bodies.  
Budget: \$451,300  
Description: This analysis is to determine the feasibility of constructing a roller compacted concrete dam (RCC) below the upper dam.
- Project:** **Bay Boulevard/SE Moore Drive Storm Sewer Improvements**  
Project Number: 2012-015  
Engineer: Civil West Engineering  
Status: This project was bid in June 2016. Only one bid was received for \$4.47M against an Engineers Estimate of \$2.7M. The bidding timetable versus the in-water work window was not ideal.  
Next Task: This project has been shelved and will be rebid during the winter of 2016 in an effort to receive more favorable bids. Staff is continuing to work with Oregon Coast Bank on obtaining the required additional ROW and TCE. All other required easements have been obtained.  
Budget: \$2,949,100  
Description: This project corrects failing storm sewer at Bay Boulevard and SE Moore drive, Bay Boulevard and SE Fogarty Street, and along SE 4<sup>th</sup> and SE Fogarty. The intersection at SE Moore Drive and Bay Boulevard will be realigned to provide better intersection safety. Bay Boulevard asphalt will be overlaid at the conclusion of the storm sewer construction phase.
- Project:** **Storm Water Master Plan**  
Project Number: 2013-012  
Engineer: Civil West Engineering  
Status: Complete.  
Next Task: On hold for public engagement pending the completion of the Wastewater Master Plan at which time both plans will be presented together.

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: Sanitary Sewer Master Plan**  
Project Number: 2013-008  
Engineer: Brown & Caldwell  
Status: Draft plan delivered to City on 9/2/16  
Next Task: Review draft plan, then initiate public engagement process in conjunction with Storm Water Master Plan.  
Budget: \$200,000  
Description: This project develops a sanitary sewer master plan which accurately models the hydraulic capacity of the City's system, proposes capacity related projects, and proposes code revisions to reflect current industry practices.

**Project: Aquatic Center & City Hall Campus Parking Improvements**  
Project Number: 2013-019  
Architect: Robertson Sherwood Architects  
Engineer: Civil West Engineering  
Contractor: Pavilion Construction  
Status: Contractor is almost complete with roofing. The pools floors have been poured and the contractor is setting rebar in the pool walls. Anticipated completion date is December 24, 2016.  
Budget: \$9,400,000  
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.

**Project: Candletree Water Booster Station (NE 7<sup>th</sup> Street)**  
Project Number: 2014-016  
Engineer: Civil West Engineering  
Status: City staff review of construction drawings and specifications are nearly complete.  
Next Task: Design firm to address City comments and issue final documents for bidding.  
Budget: \$450,000  
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.

**Project: NW 10<sup>th</sup> Street Fire Station Seismic Retrofit**  
Project Number: 2014-003  
Architect: ZCS Engineering, Inc.  
Status: Bids were opened on September 20, 2016 with the low apparent bidder being Baldwin General Contracting, Inc. Low bid was \$1,582,155. The City has \$1,255,889 of the IFA grant available for construction.  
Next Task: The City and ZCS Engineering will pursue value engineering with Baldwin General Contracting to determine if savings can be found to bring the project to within budget.  
Budget: \$1,491,223

Description: Structural revisions to the main fire station to ensure it is immediately habitable after a significant seismic event.

**Project: Agate Beach Recreation Improvements**

Project Number: 2013-010

Engineer: OTAK Engineering

Status: Design is complete. The ODOT roadway project is nearly complete. The asphalt pavement placed by the Contractor has been rejected by ODOT due to workmanship and other construction specification violations. ODOT and the City are proposing asphalt corrections to the general contractor. The stairway component of the project has been awarded to Oregon Woods, Inc. of Eugene, OR and they are scheduled to begin the project during the first part of November. City staff is nearly complete with the review of the restroom/shower facility plans and specifications.

Next Task: Bid the restroom and shower facility.

Budget: \$290,975 (FY16-17)

Description: Improve the Agate Beach Wayside to include a new bathroom facility, boardwalk surfer access trail to the north end of Agate Beach, drainage improvements, and the extension of Gilbert Street.

**Project: Big Creek Pump Station**

Project Number: 2012-025

Engineer: Brown & Caldwell

Contractor: JW Fowler Construction

Status: Building is partially complete, with roofing, siding, and pump controls and other interior equipment still to be installed. Other remaining construction includes retaining wall, pumps and associated sitework, and driveway for the Best Western hotel. Current target is to have pump station operational by November.

Next Task: Construct retaining wall and install exterior electrical components.

Budget: \$3,500,000

Description: This project replaces the existing Big Creek Pump Station which is prone to overflows because of worn out equipment and capacity limitations. The new pump station will be built in the same location and will include sufficient capacity for at least 25 years and redundancy in equipment to eliminate overflows. The new station will include an emergency generator and will be fully integrated into the City's SCADA system.

**Project: Golf Course Drive Water System Improvements**

Project Number: 2015-035

Engineer: Civil West Engineering

Status: Project is still in the concept phase. City staff and Civil West Engineering are preparing a Feasibility Study/Engineers Report outline for presentation to the City Council on October 17<sup>th</sup>.

Next Task: Geotechnical drilling and explorations will occur on October 12, 2016.

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.

**Project: 2016 CIPP Sewer Repairs**

Project Number: 2015-036

Contractor: Insituform Technologies, LLC

Status: Project construction has been awarded with a partial scope of work.  
Next Task: Construction expected in October.  
Budget: \$334,400  
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.

**Project: Agate Beach Wastewater Improvements**

Project Number: 2011-002  
Contractor: TBD  
Status: The design Engineer has been authorized to advance the plan set to 30%. City staff is coordinating access to the desired new locations for the Schooner Creek and 48<sup>th</sup> Street pump stations with the respective property owners.  
Next Task: Perform wetlands delineation and geotechnical explorations of the proposed new sites for the Schooner Creek and 48<sup>th</sup> Street pump stations.  
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.

**Project: City Hall HVAC Improvements**

Project Number: 2014-001  
Engineer: Systems West Engineers  
Status: Design contract was signed on 8/26/16.  
Next Task: Proceed with project design. Proposed schedule has the project bidding in Jan/Feb 2017.  
Budget: \$275,000 (101-1320-73200)  
Description: This project will renovate the existing City Hall HVAC system, as existing rooftop units have deteriorated to the point of failure. The renovated HVAC system is expected to use Variable Refrigerant Flow (VRF) fan coils and eliminate the need for rooftop units.

**Project: Newport PAC Lobby & Bathroom Remodel**

Project Number: 2015-024  
Architect: DH Goebel  
Contractor: Quade Commercial Construction Corp.  
Status: Project construction has been awarded.  
Next Task: Construction to begin in early October.  
Budget: \$429,718 (\$129,718 of City funds, \$300,000 from OCCA)  
Description: This project will expand and renovate the Newport Performing Arts Center lobby space, and increase the capacity of the women's restroom. The lobby will be expanded by approx 465 square feet and the women's restroom will have 3 new stalls.

**Project: Water Treatment Facility Demolitions and Generator Placement**

Project Number: 2014-014, 2014-018  
Engineer: HDR  
Contractor: TBD  
Status: HDR has submitted the demolition plans for the old WTF and are being reviewed by City staff.  
Next Task: HDR to incorporate City staff comments into a final plan set for bidding.  
Budget: The FY 15-16 ending fund balance was \$200,000 and \$330,000 for the WTF demolition and generator projects respectively. The FY17 approved budget

has allocated \$200,000 for the WTF demolition and construction of the storage garage and \$290,000 for the backup power generator.

Description: This project will remove structures associated with the old WTF, construct a storage garage and provide a generator for backup power at the water treatment facility.