

# Monthly Departmental Reports



## December, 2015



# Memo

**To:** Spencer Nebel, City Manager and City Council  
**From:** Derrick Tokos, Community Development Director  
**Date:** January 15, 2016  
**Re:** Department Update

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

The following is a summary of building and land use activity for December of 2015 and related trend data.

	Building Permits	Electrical Permits	Plumbing Permits	Construction Value	Land Use Actions
Dec	14 (\$11,198.76)	20 (\$2,471.04)	11 (\$2,277.52)	\$1,030,066.00	4 (\$275.00)
2015	182	303	77		67
Total	(\$184,602.72)	(\$39,558.07)	(\$14,778.82)	\$21,957,649.11	(\$31,870.00)
2014	153 (\$114,841.75)	304 (\$37,193.58)	87 (\$15,084.78)	\$13,248,480	38 (\$16,563.00)
2013	111 (\$68,843.48)	258 (\$28,809.30)	61 (\$12,220.12)	\$8,131,772	44 (\$11,979.00)
2012	138 (\$120,949.79)	260 (\$31,373.19)	62 (14,419.56)	\$14,603,755	52 (\$24,583.00)



Building permit activity for the month of December included permits for a new Port of Newport export shipping yard (i.e. Teevin Bros log yard), upgrades to the HMSC seawater facility, renovations to Pacific Shrimp's fish processing facilities, modifications to a cell tower, a new single family home, and commercial and residential remodels. Land use actions were all land use compatibility sign-offs for state agency permits.

The City of Newport issued 182 building permits in calendar year 2015 with a total construction value of \$21,957,649. This is on par with pre-recession levels of permit activity (e.g. 2006/2007) and is a 19% increase over the number of permits issued last year. Land use actions, where property owners obtain approvals for new

development, were similarly up over last year's numbers with 67 approvals being issued (a 76% increase). The largest single development in 2015 was the aquatic facility with a construction value of \$7,820,344. Other significant projects include an 18 room addition to the Inn at Nye Beach at \$1,800,000, OMSI's Coastal Discovery Center at \$1,569,498, and the renovation of the Pacific Shrimp's processing facilities on the Bay Front at \$820,000. There were a total of 27 dwelling units constructed in 2015, which is similar to the number built last year (28) and more than twice what was being permitted during the recession. With the exception of one duplex, all of the 2015 units were single family homes. This is also consistent with recent trends.

### **STATUS OF SIGNIFICANT CONSTRUCTION PROJECTS**

Aquatic Facility: Permit issued 11/4/15. Utilities are being installed, earthwork is being performed, and foundation work is underway.

Hatfield Seawater Facility Upgrades: Permit issued and HMSC is securing a contractor to perform the work.

Inn at Nye Beach: Permit issued 10/9/15. Foundation poured. To start framing.

Nazarene Church Outreach/Community Center: Construction continues to progress slowly. The church has hired a new project manager. East parking lot area has been graded and inspection performed on retaining wall.

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

OMSI Coastal Discovery Center: Teacher housing and classroom modular units finalized. Electrical finalized on the main hall and cabins. Anticipate further final inspections over the next couple of weeks.

Pacific Seafood Remodel: Phase 3 plans have been approved. Foundation and framing work is ongoing.

Teevin Bros. Log Yard: Permit issued 12/31/15. Port to begin construction once they obtain the balance of the project funding.

Wilder, Phase 2B: Plans submitted for 7, fourplex units. Plan review to be performed. Permits cannot issue until infrastructure is in place and final plat is recorded.

### **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: Phase 2 funding awarded by FEMA on 9/29/14. City Council approved funding agreement with OEM on 12/1/14, along with a task order with Civil West to design the improvements. A final public open houses on the design was held 5/27/15, the project has been bid, and a contract has been awarded. ODOT permits issued for work except for portion along US 101 and construction is underway. OEM conducting field visit on 12/16/15. ODOT required retaining wall redesign along US 101 has driven up costs; however, additional FEMA funds are available to cover the expense. Deadline for completing the project is 3/25/16.

Affordable and Work Force Housing Initiatives: Habitat for Humanity of Lincoln County is working on petition for a partial street vacation and 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. The Council will discuss further steps it can take to implement affordable and workforce housing policies in early 2016.

Vacation Rental Code Update: At this time 183 applications for VRD or B&B endorsements have been submitted. The City has conducted 178 inspections, 167 of which have passed. Fire egress out of bedroom windows, safety glazing on windows close to doors, lack of GFCI outlets, inadequate hand railing or guard rails on staircases, and strapping on water heaters have been the primary issues identified through the inspection process.

Agate Beach Street and Recreation Enhancements: Bids exceeded available funds. Project has been re-scoped so that the restrooms, stairs and drainage improvements can be bid by the City. ODOT is bringing up to \$200,000 of federal funds to the table to reduce the City match and free up those funds so that the City can use them to cover the cost of the items it will bid separately. This should allow for the project to be constructed in accordance with the approved plans. The new bid opening date for the ODOT portion of the work is 3/3/16.

Reservoir UGB Amendment and Annexation: The expansion proposal was approved by the City Council on 5/6/13 and County on 4/16/14. An intergovernmental agreement addressing the future transfer of Big Creek Road has also been put in place. DLCDC acknowledged the UGB amendment on 7/10/14 and the UGB expansion is official as of that date. City Council initiated annexation process for city owned properties within the expansion area on 7/7/14. A hearing before the Planning Commission will be scheduled once a legal description has been prepared for the annexation area. This is contingent upon a boundary being established for a "legalized" Big Creek Road. The County finished the legalization survey and the Board of Commissioners held a hearing on 8/25/15. Staff is preparing a maintenance agreement for Big Creek Road and a legal description for the area to be annexed.

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 and recently completed a traffic model with 20-year growth assumptions. ODOT Region 2 has budgeted funds to conduct an alternatives analysis in FY 16/17.

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.

Student Housing Study: City Council adopted ordinance incorporating recommendations into the Newport Comprehensive Plan on 2/17/15 meeting. Staff to schedule meeting with County to discuss framework for a multi-unit property tax exemption program for multi-family housing.

Local Improvement District TGM Grant — Secured approximately \$85,000 in funding from the Transportation Growth Management Program for the purpose of developing model policy, code, and informational materials to assist the City of Newport in making Local Improvement Districts an effective and publicly acceptable financing tool for needed transportation system improvements. Consultant started working on the project on 4/30/15. Planning Commission is currently working through draft Comprehensive Plan policies and a revised LID code. Technical Advisory Committee met on 1/11/16 to review case studies for LID funded projects (i.e. Golf Course Drive and Coho Brant Streets (28<sup>th</sup>, 29<sup>th</sup> and Coho).

Implementation of ePermitting System: System will allow contractors to obtain permits and schedule inspections online. Intergovernmental agreement between the State of Oregon and City of Newport adopted 3/16/15. Data conversion and training is underway with a tentative go-live date of 3/7/16.

Transfer of Mechanical Permitting Program: Paperwork submitted to the State Building Codes Division on 10/1/15 to have the mechanical permitting program within the City of Newport transferred to the City effect 7/1/16. The State put the proposal out for a 30 day comment period on 10/15/15. No comments were received. A public outreach meeting is scheduled for 12/14/15. City and county staff have met to discuss issues related to the transfer, and a new Building Service IGA between the City and County is likely to be needed.

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 have been bid and are under construction. ODOT has selected a consultant to design the new SE 35<sup>th</sup> and US 101 intersection. Construction of that project is planned for the spring of 2017.

Parking Study: Request for proposals to be distributed to parking advisory committees for comment by 12/14/15. RFP to be issued by the end of the year, with consultant selection by the end of January. Off-season utilization and turnover rate analysis to be performed in the February to March timeframe with summer analysis in August or September. Recommendations will inform the 2016/2017 budgeting process.

HMSC Campus Expansion and Student Housing: OSU is in the process of hiring a design team to construct a 100,000 sq. ft. marine studies and research building at the HMSC campus. They anticipate construction starting August of 2017. The University has also secured property in Wilder. It will require changes to the Planned Development which they hope to complete by May.

### **COMMITTEE WORK**

Planning Commission: The Commission held a work session and regular meeting on 12/12/15 at which it considered new LID policies and revisions to the City's LID code, and a non-conforming use request for a new control building at NW Natural's LNG facility. A sign code variance proposal for Motel 6 was continued to 1/11/16.



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

January 5th, 2016

To: Spencer Nebel, City Manager  
Re: December 2015 Monthly Activities

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

The month of December we had 210 calls for service. In November we had 180. This is an increase of 16% from last month. Last year we had 171 calls in December, which is 22% less than December 2015. At the end of 2015 we had 2,173 calls for service as compared to 2,041 calls for 2014. This is a 6.5% increase from last year. More details regarding Department activities in 2015 will be included in our annual report which I am starting to work on. There were 7 calls of note in December. Three of the calls were mutual aid given to other agencies. The first was an engine company sent to Depoe Bay to help them with a structure fire on the 7<sup>th</sup>. The second was a County Rope Rescue Team call out to Werner Road outside of Siletz. We sent one unit and two personnel to help with a high angle MVA call. This occurred on December 12<sup>th</sup>. The last was an engine company to stand by at the Toledo Fire Station on the 16<sup>th</sup>. The other 4 calls of note occurred in our jurisdiction. On the 9<sup>th</sup> we responded along with ambulance to the police officer involved shooting at the 6100 block of N. Coast Highway. We assisted with patient care and loading. On the 17<sup>th</sup> we responded to the landslide that occurred on NW 70<sup>th</sup> Drive. This became a multi-agency incident, as you know. I want to thank our crews and other City Staff for being able to work together so well. I was very pleased with everyone's work that night. On the 26<sup>th</sup> we responded to a motor vehicle crash that required extrication of three patients. This occurred north of town at Hwy 101 @ NE 100<sup>th</sup> Drive. The last call of note for the month (and the year) occurred on the 28<sup>th</sup> of December. We helped rescue and treat a hang glider that crashed onto the rocks by Don Davis Park.

We did not gain or lose any volunteers in December. Our roster remains at 31 volunteers. We do have three volunteer applications in process. Our goal is to get these prospective members into our winter fire academy starting later this month.

The Fire Department was very busy with activities in December. On Thursday the 3<sup>rd</sup>, we held a staff meeting for the months of November and December. This is due to vacations and timing of holidays. Also, that day I met with Tim Gross and potential architects for the Station Seismic Retrofit RFP. That afternoon I attended the Lincoln County Fire Defense Board Meeting. The next day, Friday 12/4 I performed a construction inspection at the LNG plant. They were moving a fire water line. On Monday the 7<sup>th</sup> I attended a department head meeting and later the City Council Meeting. On Wednesday, the 9<sup>th</sup>, I met with union representatives for a labor management meeting that was productive and cordial. Later that day, crews witnessed fire alarm testing at the new OMSI Camp in South Beach. On Thursday, the 10<sup>th</sup> I met with the City Manager for our regular weekly meeting. On Friday, the 11<sup>th</sup> we had 39 applicants take a written exam for the firefighter position. This is part of a joint hiring process we are conducting with Depoe Bay Fire District. Since we have no current openings we will be establishing a future hiring list. On Wednesday the 16<sup>th</sup>, Captain Tom Jackson and I attended a Lincoln County Board of Commissioners' Meeting where a new draft ambulance service plan was unveiled. We were given a copy and encouraged to make comments on the new plan. On Thursday, the 17<sup>th</sup>, I met with the City Manager again and met with the Board of Directors for our Rural Fire District. As that meeting was coming to a close we responded to the landslide on NE 70<sup>th</sup> Drive. Our crews were on scene that evening for more than 6 hours. The next day I attended an emergency meeting with Spencer and key Department Heads regarding the City's response to the landslide. Later we went back to 70<sup>th</sup> Drive to inspect the homes during daylight and help home owners retrieve property from the damaged homes. From Monday 12/21 to Wednesday, 12/30 I was on vacation in Arizona with my wife. While I was away our firefighters wrapped up our annual toy drive. We were able to help out a lot of families this year. I will have numbers for you in next month's report.

We have posted the position for Emergency Preparedness Coordinator. As you know this is a newly created position and I am excited to get it filled. I am currently working with other staff in the City to develop a hiring process.

In closing, I want to take a moment and thank all the members of the Fire Department and other City Staff for the way they performed during the landslide on NE 70<sup>th</sup> Drive. This was definitely a major event for the City. I am pleased with how everybody performed. They worked together and were compassionate with the effected homeowners. We also brought up the City's Emergency Operations Center and declared a state of emergency for the event. I believe this process worked well due to the training and focus we have placed on disaster response over the last year. I look forward to a productive 2016. We have many challenges coming up this year and I believe we will face them with professionalism. Some of the challenges this year include hiring of key positions, ISO grading, and the Fire Station seismic retrofit.

## **Training Report**

**December 2015**

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

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

- Ropes, Knots & Hoisting
- Fire Behavior
- Beach Rescue and FD response
- EMS, Patient packaging and loading

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

During the month of December 146.0 hours of training were documented. Of the 146.0 hours of training in December, 33.5 hours were logged by the paid staff and 112.5 hours were logged by the volunteers.

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

In January Newport Fire will be hosting the annual EMS recert weekend, on January 9<sup>th</sup> and 10<sup>th</sup>. On January 13<sup>th</sup> DPSST will be teaching Firefighter self-rescue. Also Newport Fire will be starting its Firefighter I Academy January 19<sup>th</sup> and will continue until the end of April.

Respectfully submitted,  
Rob Murphy, Fire Chief

# NEWPORT FIRE DEPARTMENT

## City Report December 2015

	CITY	RURAL	PERMITS ISSUED	CITY	RURAL
FIRE CALLS:	4	0			
AUTOMATIC ALARMS:	8	1	BURN PERMITS:	12	8
MEDICAL CALLS:	123	9	FIREWORKS PERMIT:	0	0
MOTOR VEHICLE COLLISION:	3	5	FIREWORKS DISPLAY:	0	0
RESCUE:	0	1	IN SERVICES AND TOURS:	0	
MUTUAL AID RENDERED:	6	3	TOTAL INSPECTIONS:	6	
MUTUAL AID RECEIVED:	0	0	BUSINESS INSPECTIONS:	6	
AVIATION STANDBY:	0		REINSPECTIONS:	0	
PUBLIC SERVICE:	43	4	PLAN REVIEWS:	13	
HAZARDOUS CONDITION:	0	0	CONSTRUCTION INSPECTIONS:	0	
OVERPRESSURE/RUPTURE:	0	0			
VOLUNTEER HOURS:	216				

### OCCUPANCIES of Fires and Automatic Alarms

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

# NEWPORT FIRE DEPARTMENT

## City Report December 2015

### CAUSES of Fires and Automatic Alarms

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

### LOSS OF LIFE

CIVILIAN: 0    FIREFIGHTER: 0

### INJURY

CIVILIAN: 0    FIREFIGHTER: 0



Noble  
Professional  
Dedicated

## Newport Police Department Memorandum

*One Team - One Future*

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**Date:** January 4, 2016  
**To:** Spencer Nebel, City Manager  
**From:** Mark J. Miranda, Chief of Police *MJM*  
**Subject:** Department Report for December 2015

1. The month of December developed into quite a hectic month for the Police Department. Three incidents of note took place this month: 1) Officer involved shooting; 2) The slide on NE 70<sup>th</sup> Drive; and 3) a fatal motor vehicle crash involving a pedestrian.
2. On December 9<sup>th</sup>, two NPD officers and one deputy sheriff were confronted by a threatening homeless person. One NPD officer was forced to discharge his firearm in his defense. The suspect was wounded and subsequently transported to a hospital in Corvallis. This event engaged the Lincoln County Protocol on the use of Deadly Force. The NPD management staff had to take a backseat and not involve ourselves in the investigation. The Oregon State Police were delegated by the District Attorney to handle the criminal investigation. Although we assisted with obtaining information for the investigators, we were left on the sidelines. Once OSP completed their investigation, the District Attorney decided that the officers were justified in their actions. The involved officers who had been placed on Administrative Leave, are now back to full duty. The next step is for the Department to conduct an internal investigations. This investigation will determine if the officers' actions conformed with Department Policies.
3. The Department investigated a traffic fatality in South Beach. A "good samaritan" was intending to remove a tote from the roadway. He was wearing all black clothing, and the lighting was not too good in the area. The driver of the car involved did not see him. No criminal charges are coming out of this investigation.
4. I gave one "Active Shooter" briefing this month to Hatfield Marine Science Center management.
5. I was on the Sheriff's radio show this month. We discussed Senate Bill 111, the Deadly Physical Force Plan for Lincoln County and theft prevention.

Integrity – Excellence – Community – Employees – Teamwork – Commitment

6. I attended the following meetings and/or events this month:

- a. Lincoln County Law Enforcement Council
- b. Rotary Board
- c. Line of Duty Death Training for supervisors
- d. YBEF
- e. TCB Security in regards to Seafood and Wine security
- f. Shop with a Cop
- g. Employee Appreciation Dinner
- h. Met with Judge Pritchard
- i. Worked patrol on December 24<sup>th</sup> and 25<sup>th</sup>

7. December was a very busy and hectic month for the Department. It's supposed to be a slow month, but that did not happen. We're just glad that the month is over with.



# Memo

**To:** Spencer Nebel, City Manager and City Council  
**From:** Jim Protiva, Parks and Recreation Director  
**Date:** January 6, 2016  
**Re:** Parks and Rec Department Update – December 2015

## ***Recreation Center***

- Jamie Butler was hired as the Lead Fitness/Instructor. Jamie has a great background in fitness and instructing, we are excited to have her onboard
- The Lego Robotics Group won the Robot Games at the regional tournament, but were not able to advance due to low scores on the project and Core Values portion. Still, an awesome finish for a first year team!
- Plans are underway to provide another session of this activity due to the positive response received. Lego robotics teams are a fun way for kids to learn about science, technology and engineering.
- The School's Out program hosted children for their Winter Break. We had good attendance with an average of 27 kids per day.
- The heavy rains in December took their toll on the Rec. Center's plumbing system. This ongoing problem is scheduled to be resolved as part of the new pool project.

## ***Municipal Pool***

- 12 pool rentals this month, many of which were individual lane rentals. (swim teams, military). These are great revenue generators.
- Holiday Rec swims showed average attendance. It will be much better in the new facility when we can do activities with the schools out kids..
- Hosted a large High School swim team invitational swim meet. 9 teams, approximately 280 swimmers...packed house. Newport boys finished first, and the girls finished 3<sup>rd</sup>.

### **Sports Programs**

- Held a referee training for all Lincoln County youth basketball referees. Had an OSAA certified referee on hand and covered all mandatory reporting and concussion training
- Met with the new Lincoln City Sports Coordinator to discuss youth basketball season information and annual sports programs in Lincoln County.
- Hosted 5 middle school girls' basketball games. Newport girls' 7-8<sup>th</sup> grade teams competed against Lincoln County teams and schools from the central valley.
- Met with a member of the Corvallis Dodgeball Amateur team. Discussed breathing new life into an adult drop-in dodgeball program in Newport. Discussing having a 2 nights of play at the recreation center and a school gym.

### **60 Plus Center**

- We held a Tree Trimming Party where all attendees decorated the tree with ornaments of all kinds. Snacks and goodies were served and enjoyed by all.
- The 60+ Activity Angelic Choir sang beautiful Christmas songs, and they also serenaded employees of the City Hall.
- The Newport Fire Department held their Christmas Party on Sunday December 13<sup>th</sup> with Over 30 people attending.
- The Newport 60+Activity Center now has three Health and Wellness Volunteers certified with Fitour Group. Michelle Annette teaches Silver Sneakers Yoga, Barb Petty and Barbara LaBoss teach Silver Sneakers Classic.

<b>Parks &amp; Rec Data December 2015</b>	<b>Facility usage counts</b>	<b># Programs offered</b>	<b>New annual passes</b>	<b>Total annual passes</b>	<b>New other passes</b>	<b>Total other passes</b>	<b>Drop in users</b>
Senior Center	4,255	34	N/A	N/A	N/A	N/A	
Sports	2564	9	N/A	N/A	N/A	N/A	1290
Recreation Center	7203 *	26	72	737	203	1082	1259
Municipal Pool	6,671	8	6	124	30	359	242
<b>Totals</b>	<b>20,693</b>	<b>77</b>	<b>78</b>	<b>861</b>	<b>233</b>	<b>1,441</b>	<b>2,791</b>

\*numbers for facility counts at the Rec Center are inaccurate due to construction and no r

\*spectators are not required to have a pass

\*Rec Center pass allows Pool use

\*200 City employee/FD Volunteer active passes not included in total

\*construction and parking may have lead to lower usage this month

**Military Drop - in users: 1,147**