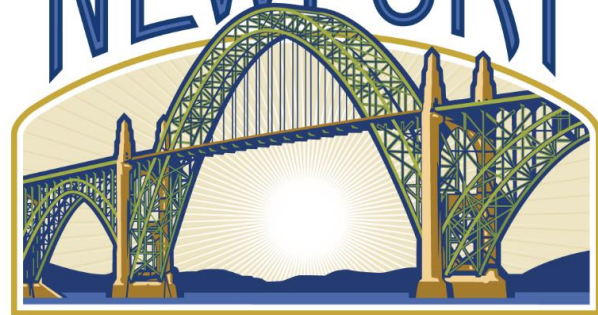


2014-2015 GOALS

NEWPORT



OREGON



Annual Goal Setting Session-
February 24, 2014

Proposed Goals and Call for Public
Comments-March 3, 2014

Public Hearing and Adoption of
Goals-March 17, 2014

Mission Statement: The City of Newport pledges to effectively manage essential community services for the wellbeing and public safety of residents and visitors. The City will encourage economic diversification, sustainable development, and livability.

CITY COUNCIL GOALS FOR THE 2014-2015 FISCAL YEAR

Annuals Goal Setting Session – February 24, 2014

For Adoption of Goals – March 17, 2014

Introduction

The Newport City Council met in an annual goal setting session on Monday, February 24, 2014 beginning at 9:00 a.m. and concluding at 3:15 p.m. The meeting was held in the City Council Chambers located in City Hall at 169 SW Coast Highway. The Council Reviewed the Mission Statement, heard presentations on departmental goals, reviewed the initial analysis from the city administration of the Infrastructure Task Force recommendations, and reviewed various plans and documents in order to identify potential future goals for the City to pursue in the next fiscal year and beyond.

Furthermore, the City Council discussed the visioning effort that was completed in February 2005 that involved major institutional players within the City of Newport. It was suggested that the Mayor and City Manager have conversations with the Chamber of Commerce and other groups to discuss some endeavor to review this initial visioning effort, to determine whether it would be advantageous to consider updating this original plan or consider initiating a comprehensive community visioning process that would involve various stakeholders and citizens of the City of Newport.

Throughout the course of the Goal Setting Session, Councilors identified various projects or goals that the City Council would like considered in the upcoming budget for this next fiscal year. These issues were noted on 5 x 8 index cards by individual Councilors on February 24, 2014. Once the cards were collected they were organized into various groupings for the Council's review. Councilors were provided with 12 stickers which could be placed on 12 items that were identified through the course of the work session to determine overall Council priorities. Those items that were identified by 2 or more Councilors as a priority have been included as Council Goals for the 2014-2015 fiscal year. Other ideas mentioned during the Goal Setting Session are also listed for informational purposes. Please note that the specific goals by the City Council may include some goals that were identified as priorities by the departments.

At the March 3, 2014, City Council meeting, the Council formally proposed goals for the 2014-15 Fiscal Year and requested public comments on the proposed goals. On March 17, 2014, following a Public Hearing, the City Council unanimously approved the Departmental Goals and the City Council proposed goals with the additions of goal 1.3, "Pursue the development of the a South Beach Wetland Trail."

As part of the upcoming budget process, the budget message from the City Manager will detail how these goals have been addressed or not addressed in the proposed budget for the fiscal year beginning July 1, 2014 and ending June 30, 2015. The Budget Committee can evaluate the city manager's proposed budget and make any modifications to reflect the wishes of that body.

2014-2015 City Council Goals

The Goals prioritized by the City Council are identified by the numbered items (i.e. 1.1, 1.2) The number within parentheses indicates the number of Councilors who identified this item as a priority in the Goal Setting process.

1.0 Community Development

1.1 Initiate an update to the City's Parks Systems Master Plan (4).

1.2 Pursue steps to create a North Side Urban Renewal District (2).

1.3 Pursue the development of a South Beach Wetland Trial.

Other Items Identified by the Council during the Goal Setting Session:

- System Development Charges, rates need to be evaluated and amended as necessary (1).
- Pursue a review and possible amendment of the business license code (1).
- Pursue annexation of any properties currently surrounded by the City of Newport.
- Develop the necessary funding mechanisms for a land bank for the City of Newport and or Lincoln County.

2.0 Infrastructure

2.1 Proceed with the development of a Storm Water Master Plan for the City of Newport (3).

2.2 Continue emphasis on paving gravel streets within the City of Newport (3).

2.3 Explore opportunities for utilizing Local Improvement Districts to help address the effort to reconstruct infrastructure throughout the City of Newport (2).

Other Items Identified by the Council during the Goal Setting Session:

- Improve pedestrian and bicycle access around school facilities (1).
- Construct a multipurpose building for community use (1).
- Utilize a North Side Urban Renewal District for funding street infrastructure improvements in this geographic area of Newport (1).
- Upgrade the audio/visual equipment in the Council Chambers including improvements to internet streaming of City Council meetings (1).
- Continue working with ODOT on the long-term plans for the replacement for of the Yaquina Bay Bridge (1).
- Implemented a system to recognize Councilors who wish to address agenda items.
- Pursue the OMSI and COHO grant street overlays through the South Beach Urban Renewal District.
- Look for long-term opportunities that may arise for the relocation of the Library facility.
- Continue working with ODOT for Highway 101 pedestrian crosswalks.
- Pursue storm water quality issues resulting from erosion and other activities.
- Implement a pavement maintenance program.
- Conduct a seismic study of the main Fire station.
- Fund the various updates to the city's Library facility.
- Pursue bike access improvements on Oceanview Drive.

3.0 Water and Sewer Improvements

3.1 Pursue efforts to retrofit the City's water tanks to sustain future seismic activities (3).

3.2 Explore the extension of the water distribution system to serve properties in and around the airport to allow for the expansion of commercial activities (3).

3.3 Pursue a study for water, sewer and storm water rates for the City of Newport (2).

3.4 Pursue the utilization of a radio read water meter system to reduce operational costs and provide immediate detection of leaks and other water problems (2).

Other Items Identified by the Council during the Goal Setting Session:

- Pursue the placement of existing utilities underground (1).
- Complete the Wastewater Master Plan (1).
- Evaluate the City's water shut-off policy (1).
- Pursue various activities to reinforce or replace the City's dams which creates the reservoirs for the drinking water for the City of Newport (1).
- Pursue improvements at the Wastewater Treatment Plant (1).
- Utilize wastewater sludge as part of a city wide organic/composting program.
- Modify the existing city code to require all homes be connected to city sewer.
- Pursue a redundant water line under Yaquina Bay to increase reliability of water service to South Beach.
- Proceed with the Agate Beach wastewater improvements.
- Replace the Nye Beach pump station.
- Update the Water Supply System Plan.

4.0 Operations

4.1 Hire a permanent Finance Director (3).

4.2 Consider combining two part-time positions to create a full-time position within the Finance Department (2).

4.3 Consolidate the collection of bills through the Finance Department (2).

4.4 Create reserve funds for the purchases of major rolling stock equipment for the City of Newport (2).

4.5 Facilitate organization of duties within the Finance Department to ensure timely financial reports and a timely annual audit (2).

4.6 Pursue training opportunities on the City's financial software (Caselle) for departmental employees (2).

Other Items Identified by the Council during the Goal Setting Session:

- Pursue a major (national) event for the City of Newport, such as surfing or other similar events (1).
- Evaluate the Parks and Recreation programs to determine which offerings are cost effective (1).
- Issue an RFP for banking and audit services (1).
- Consider utilization of in-house staffing for custodial services (1).
- Fill the City's Human Resource position (1).
- Consider reorganization and management of the Municipal Airport (1).
- Combine the two retirement actuarial reports into one report (1).
- Replace aging computers in the Library (1).
- Develop strategic partnerships in order to implement various aspects of the City's Park Master Plan (1).
- Pursue the cross-pollenization of ideas, goals and visions of the City's various advisory committees.
- Pursue additional security cameras at the Library.
- Utilized more press releases from departments to inform the community of various city issues.
- Develop a comprehensive process to place liens on property where delinquent bills are due.
- Fill the Senior Planning position in the Community Development Department.

- Fill the Building Official position for the City of Newport.
- Create an Assistant City Manager position.
- Create a halftime position for an Emergency Preparedness Coordinator.
- Fund a comprehensive Facilities Maintenance Plan for the City of Newport.

5.0 Public Safety

5.1 Pursue the development of storage areas for emergency supplies at various locations within the City of Newport in the Event of a major disaster (3).

5.2 Pursue accreditation for the City's Fire Department (3).

5.3 Consider the replacement of the City Police Department records management system (2).

Other Items Identified by the Council during the Goal Setting Session:

- Increase the number of neighborhood watch groups (1).
- Add a School Resource Officer within the Police Department (1).
- Conduct seismic evaluations on various public facilities (1).
- Continue efforts to upgrade the Police radio communications system (1).
- Provide an update on the status of the consolidation of 911 dispatch services for Lincoln County.
- Consider the provision of ambulance service by our local Fire department.
- Consider steps to build a future Police and Fire department building, to house those operations.
- Educate the community on disaster readiness.

Recommendations for Implementing the Findings of the Infrastructure Task Force Report Presentation to City Council on January 6, 2014

In addition to the goals identified above, the City Council has incorporated the following action items relating to the Infrastructure Task Force Report as part of the Council goals for 2014-2015 fiscal year and beyond. At the January 6, 2014 City Council meeting, there was a joint meeting between the City Council and the Infrastructure Task Force in which a series of recommendations were forwarded to the city on issues that need to be addressed in order for the city to go forward with required infrastructure improvements in the future. The report assumed an annual investment in water and wastewater of 1.5 million dollars per year in each of these utilities. Furthermore, costs relating to storm water, streets and city facilities were not available at the time the report was given to the City Council.

Since that time, staff has developed a preliminary cost for building improvement based on the current insured value of city facilities. Based on our insurance evaluations the General Fund is currently responsible for facilities with a replacement value of nearly \$35 million. Utilizing industry standards for reinvestment in facilities of 2% of the value of the facilities annually, the city would need to invest of \$696,000 annually for buildings and facilities that are supported by the General Fund. Within the Sewer Fund the various buildings and equipment have an evaluation of over \$47 million. Utilizing the same industrial standard of reinvesting 2%, for annual support for maintenance and replacements in these buildings, the annual reinvestment requirements would be \$942,210. In the Water Fund the city has facilities in the amount of 11.5 million dollars requiring an annual investment in maintaining these facilities of \$231,141 per year based on a 2% annual investment in this infrastructure. Please note that the annual investment of 2% of the value of the facilities in water and sewer likely understates this reinvestment due to the wear and tear that occurs in these facilities. Finally for the airport, buildings and equipment have a value of \$3.5 million with an annual investment of \$70,850 to maintain these structures. (See Attachment A)

For to street resurfacing and improvements, a preliminary annual cost for completing these projects is \$275,000. This is the amount of funding that PWD Director, Tim Gross, has been allocating for these improvements at this time. While this likely understates the financial needs for the roads, this is the best number that can be developed until the city completes a pavement management strategy identifying over quality, rates of deterioration of roads and a more detailed replacement schedule. The city is also fortunate to obtain from time to time additional funding from outside sources for the major commercial streets serving the citizens of Newport.

The City of Newport has not developed a master plan for the storm sewer system. This is the area we have the least amount of information on and a more extensive analysis will need to be done to come up with a number that will realistically reflect an annual capital cost in rebuild the city storm sewer system to address obsolescence and capacity issues. These are significant needs in this area.

The Infrastructure Task Force report identified potential near term (one to five year recommendations) as well as potential longer term or ongoing recommendation to the City Council. In reviewing the potential near term (one to five year recommendations) we have broken those recommendation down into items that will be addressed as part of the development of the proposed 2014-15 budget, items that will need to be address during 2014-15 fiscal year, and subsequent fiscal years. We have broken down these tasks in order to make sure that the expectations of the City Council with the approach outlined within this report.

Items to be Address Prior to Preparing the Proposed Budget 2014-15:

1. The current rate plan that the City Council previously endorsed to pay for infrastructure improvements is as follows: 10 % in fiscal years 2014-15 and 2015-16, 8% in fiscal year 2016-17 and 5% increases each year thereafter for water. For sewer 15% in fiscal year 2014-15, 10% in fiscal year 2015-16, and 10% in fiscal year 2016-17 with 5% increases in 2017-18 and thereafter. Storm water would increase by 5% each year and infrastructure would increase by 5% each year.
2. This structure was based on a “pay-as-you-go” basis. Interim Finance Director, Bob Gazewood has prepared detailed summaries for the impact of borrowing 4.5 million dollars from the DEQ two times three years apart for a total of \$9 million followed by an additional \$4.5 million in revenue bonds every three years over two spending periods. This demonstrates that in the Wastewater Fund, \$18 million worth of work could be accomplished over the next six years with an annual rate increase of 4% through fiscal year 2018-19. 3% a year beginning in 2019-20, and 1.5% in 2028-29 and 0.0% beyond. (See Attachment B & C) The difference of bonding versus pay-as-you-go can be illustrated by Attachment D which shows the difference in Water and Sewer rates for providing \$1.5 million a year for capital projects. If a pay-as-you-go program were instituted, and \$1.5 million a year in capital outlay funds were provided, then rates would need to be increased from \$32.67 to \$47.74 per month to cover that expense. Bonding would instead require an increase in 2014-15 to \$34.30 to provide the source amount of capital funding. A similar increase can be noted in the wastewater Fund. Based on these facts the City will opt for bonding these improvements instead of pay-as-you-go.
3. The report discusses the use of General Obligation Bonds or Revenue Bonds to finance infrastructure improvements. It would be appropriate to utilize Revenue Bonds for the financing of the utility improvements since those are substantially supported by utility rates. General Obligation Bonds would be more appropriate for potentially streets, facilities and storm water which have less opportunity for generating revenues to offset that payments.
4. The city is working on a number of sources of outside funding for some of the major infrastructure projects that will be coming down the road, which could either reduce the city’s obligation on certain projects is successfully funded, or allow the city to utilize its local funding on additional infrastructure work to continue the process of renovating the city’s various infrastructure systems. The grants are often times available for major street projects, however as we have experienced, it is important to understand the financial ramifications of accepting a grant particularly if federal funds are involved. Outside financial assistance is essential to rebuild infrastructure to meet the long term needs of the city, in addition to funding raised through rates or other sources.
5. As part of the recommended budget, the impact of removing the payment in lieu of taxes from the Water and Sewer Fund to the General Fund will be discussed and illustrated in proposed budget.

2014-2015 Goals

6. Rates for the 2014-15 fiscal year would be increased by 5% in Water and 4% in wastewater instead of the current plan of 10% for water and 15% for wastewater based on these current estimates and utilizing bonding for infrastructure replacement over the next 12 years.

Fiscal Year 2014-15 Activities:

1. Finalize Wastewater System Master Plan. The master plan document should consider potential rate structures and SDC revisions to accomplish master plan recommendations.
2. Finalize Storm Water Master Plan. The master plan document should consider potential rate structures and SDC revisions to accomplish master plan recommendations.
3. Begin Pavement Management Strategy planning.
4. Review the Infrastructure Task Force Recommendations for additional action items as part of the 2015-16 goal-setting efforts.

Fiscal Year 2015-16 Activities:

1. Update Water System Master Plan. The master plan document should consider potential rate structures and SDC revisions to accomplish master plan recommendations.
2. Contract consultant to conduct rate study taking into consideration the recommendations from the completed master plan documents, and specifically addressing low/fixed income assistance.
3. Adjust SDC rates based upon master plan recommendations.
4. Complete Pavement Management Strategy.

Fiscal Year 2018-19 Activities:

1. Review potential local tax changes and the potential benefits for infrastructure financing.

The referenced Attachments can be found in Appendix I of this report. On behalf of the City of Newport we express our thanks to Patricia Patrick-Joling (Budget Committee), Fred Springsteen (Budget Committee), Mark McConnell (Former Mayor), and Councilors, David Allen, Ralph Busby and Mark Saelens for their efforts at exploring cost effective ways to address the City's significant future infrastructure replacement needs.

Respectfully submitted,

Spencer R Nebel, City Manager

Appendix I

Attachment A – Building Values

Attachment B – Wastewater Bonding Impacts

Attachment C – Water Bonding Impacts

Attachment D – Pay-as-you-go verses Bonding

Attachment E – January 6, 2014 Infrastructure Task Force Report

Location	Address	Year Built	Area	Building Value	EIF Date	Assumes 2% annual investment	Assumes 1% annual investment
CITY HALL	189 SW COAST HWY - (NEWPORT)	1930	3000	\$5,671,200	7/1/13	\$113,424.00	\$56,712.00
LAND IMPROVEMENTS- PER APPRAISAL 10-31-06	189 SW COAST HWY - (NEWPORT)			\$110,670	7/1/13	\$2,213.40	\$1,106.70
CLOCK TOWER	189 SW COAST HWY/W SIDE OF HWY 101 - (NEWPORT)	2008	50	\$32,640	7/1/13	\$652.00	\$326.40
FIRE STATION	245 NW 10TH ST - (NEWPORT)	1981	12503	\$1,913,520	7/1/13	\$38,270.40	\$19,135.20
LAND IMPROVEMENTS FOR LOC#002.01- PER APPRAISAL 10-31-08	245 NW 10TH ST - (NEWPORT)			\$5,304	7/1/13	\$106.08	\$53.04
LIBRARY	35 NW NYE ST - (NEWPORT)	1985	20451	\$3,600,000	7/1/13	\$72,000.00	\$36,000.00
LAND IMPROVEMENTS FOR LOC#003.01- PER APPRAISAL 10-31-08	35 NW NYE ST - (NEWPORT)			\$12,648	7/1/13	\$252.96	\$126.48
CITY SHOP	845 NE 3RD ST - (NEWPORT)	1965	9700	\$673,200	7/1/13	\$13,464.00	\$6,732.00
GARAGE BUILDING	845 NE 3RD ST - (NEWPORT)	1980	3000	\$160,410	7/1/13	\$3,989.20	\$1,994.10
PERFORMING ARTS CENTER	777 W OLIVE ST - (NEWPORT)	1988	17860	\$3,830,100	7/1/13	\$76,602.00	\$38,301.00
STORAGE BUILDING	777 W OLIVE ST - (NEWPORT)	1988	2187	\$153,000	7/1/13	\$3,060.00	\$1,530.00
COVERED WALKWAYS (2)	777 W OLIVE ST - (NEWPORT)	1988	2540	\$125,000	7/1/13	\$2,500.00	\$1,250.00
LAND IMPROVEMENTS FOR LOC#007.01- PER APPRAISAL 10-31-08	777 W OLIVE ST - (NEWPORT)			\$37,434	7/1/13	\$748.68	\$374.34
RECREATION CENTER	225 SE AVERY ST - (NEWPORT)	2001	32544	\$7,497,000	7/1/13	\$149,940.00	\$74,970.00
RAILCAR STORAGE CONTAINER	225 SE AVERY ST - (NEWPORT)	2007	150	\$5,330	7/1/13	\$106.59	\$53.30
LAND IMPROVEMENTS FOR LOC#008.01- PER APPRAISAL 10-31-08	225 SE AVERY ST - (NEWPORT)			\$74,868	7/1/13	\$1,497.36	\$748.68
SENIOR CENTER	20 SE 2ND ST - (NEWPORT)	1991	9372	\$1,514,190	7/1/13	\$30,283.80	\$15,141.90
LAND IMPROVEMENTS FOR LOC#009.01- PER APPRAISAL 10-31-08	20 SE 2ND ST - (NEWPORT)			\$22,542	7/1/13	\$450.84	\$225.42
VISUAL ARTS CENTER	777 NW BEACH DR - (NEWPORT)	1983	6713	\$1,233,180	7/1/13	\$24,663.60	\$12,331.80
PUBLIC RESTROOMS	777 NW BEACH DR - (NEWPORT)	2002	483	\$129,522	7/1/13	\$2,470.44	\$1,235.22
SWIMMING POOL BUILDING	1212 NE FOGARTY ST - (NEWPORT)	1965	10762	\$2,234,310	7/1/13	\$44,686.20	\$22,343.10
POOL HEATER BUILDING	1212 NE FOGARTY ST - (NEWPORT)	1965	160	\$23,123	7/1/13	\$462.47	\$231.23
LAND IMPROVEMENTS FOR LOC#011.01- PER APPRAISAL 10-31-08	1212 NE FOGARTY ST - (NEWPORT)			\$1,326	7/1/13	\$26.52	\$13.26
ABBEY ST PER / PORCH / CANOPY	663 SW BAY BLVD - (NEWPORT)	1979	4227	\$1,205,640	7/1/13	\$24,112.80	\$12,056.40
PUBLIC RESTROOMS	663 SW BAY BLVD - (NEWPORT)	1990	450	\$91,800	7/1/13	\$1,836.00	\$918.00
BAY STREET PIER - 2114 SF	663 SW BAY BLVD - (NEWPORT)	2002		\$240,006	7/1/13	\$4,800.12	\$2,400.06
BOARDWALK & OBSERVATION DECK - 19,884 SF	663 SW BAY BLVD - (NEWPORT)	2002		\$1,801,400	7/1/13	\$32,028.00	\$16,014.00
RESTROOM	82TH ST - AGATE BEACH CITY PARK - (NEWPORT)	1985	210	\$20,520	7/1/13	\$1,010.40	\$505.20
CONCESSION STAND	950 NW NYE ST- BETTY WHEELER FIELD - (NEWPORT)	1970	660	\$93,033	7/1/13	\$1,860.65	\$930.33
STORAGE BUILDING	950 NW NYE ST- BETTY WHEELER FIELD - (NEWPORT)	1991	700	\$41,784	7/1/13	\$835.67	\$417.84
BATTING CAGES	950 NW NYE ST- BETTY WHEELER FIELD - (NEWPORT)	2000	1180	\$40,731	7/1/13	\$814.62	\$407.31
SCOREBOARD	950 NW NYE ST- BETTY WHEELER FIELD - (NEWPORT)	2003	50	\$15,969	7/1/13	\$319.77	\$159.89
OBSERVATION BLDG	823 W OLIVE ST- DON DAVIS PARK - (NEWPORT)	1991	765	\$95,376	7/1/13	\$1,707.51	\$853.76
PUBLIC RESTROOMS	823 W OLIVE ST- DON DAVIS PARK - (NEWPORT)	1997	484	\$98,838	7/1/13	\$1,976.76	\$988.38
VETERANS MONUMENT	823 W OLIVE ST- DON DAVIS PARK - (NEWPORT)	2008	50	\$10,859	7/1/13	\$213.18	\$106.59
LAND IMPROVEMENTS FOR LOC#015.02- PER APPRAISAL 10-31-08	823 W OLIVE ST- DON DAVIS PARK - (NEWPORT)			\$8,568	7/1/13	\$171.36	\$85.68
CONCESSION STAND/RESTROOMS/PRESSBOX	1465 NE BIG CREEK RD- FRANK WADE PARK - (NEWPORT)	1977	2200	\$175,440	7/1/13	\$3,508.80	\$1,754.40
FIELDHOUSE / CLUBHOUSE	1465 NE BIG CREEK RD- FRANK WADE PARK - (NEWPORT)	1991	3883	\$293,760	7/1/13	\$5,875.20	\$2,937.60
PUBLIC RESTROOM	1465 NE BIG CREEK RD- FRANK WADE PARK - (NEWPORT)	1996	229	\$63,283	7/1/13	\$1,265.25	\$632.83
THE CLUBHOUSE (FORMERLY MRS. SANTA CLAUS SHOP)	1465 NE BIG CREEK RD- FRANK WADE PARK - (NEWPORT)	1994	1888	\$211,854	7/1/13	\$4,237.08	\$2,118.54
LAND IMPROVEMENTS- PER APPRAISAL 10-31-08	1465 NE BIG CREEK RD- FRANK WADE PARK - (NEWPORT)	2000		\$328,298	7/1/13	\$6,525.96	\$3,262.98

Projected Annual Maintenance Needs: General Fund

FIRE TOWER	420 NW NYE ST - OLD WWTP - (NEWPORT)	1972	1828	\$236,640	7/1/13	\$4,732.80	\$2,366.40
FIRE TRAINING BUILDING/STORAGE	420 NW NYE ST - OLD WWTP - (NEWPORT)	1972	3060	\$91,667	7/1/13	\$1,833.35	\$916.67
PICNIC SHELTER	BIG CREEK PARK - (NEWPORT)		800	\$27,447	7/1/13	\$548.94	\$274.47
FOOT BRIDGE #1 - 400 SF	BIG CREEK PARK TRAIL - (NEWPORT)	2007		\$15,989	7/1/13	\$319.77	\$159.89
FOOT BRIDGE #2 - 400 SF	BIG CREEK PARK TRAIL - (NEWPORT)	2007		\$15,989	7/1/13	\$319.77	\$159.89
FOOT BRIDGE #3 - 400 SF	BIG CREEK PARK TRAIL - (NEWPORT)	2007		\$15,989	7/1/13	\$319.77	\$159.89
PUBLIC RESTROOM	BAY BLVD 1 BLOCK W OF HATFIELD DR - (NEWPORT)	2010	144	\$66,700	7/1/13	\$1,734.00	\$867.00
PUBLIC RESTROOM	SW 9TH ST/SW HURBERT ST - (NEWPORT)	2010	144	\$66,700	7/1/13	\$1,734.00	\$867.00
FIRE STATION	225 73RD ST - (NEWPORT)	2003	5455	\$500,000	7/1/13	\$10,000.00	\$5,000.00
Annual Total:						\$696,511.87	\$348,255.94

Projected Annual Maintenance Needs: General Fund - Airport

Location	Address	Year Built	Area	Building Value	Est Date	Assumes 2% annual investment	Assumes 1% annual investment
PAINT SHED	845 NE 3RD ST - (NEWPORT)	1980	240	\$42,016	7/1/13	\$840.31	\$420.16
QUONSET MATERIALS/EQUIPMENT STORAGE	845 NE 3RD ST - (NEWPORT)	2005	1200	\$17,054	7/1/13	\$341.09	\$170.54
LAND IMPROVEMENTS FOR LOC#005.01- PER APPRAISAL 10-31-09	845 NE 3RD ST - (NEWPORT)			\$36,720	7/1/13	\$734.40	\$367.20
FED EX BUILDING (PORTABLE)	120 SE 84TH ST - (NEWPORT)	1991	1440	\$159,120	7/1/13	\$3,182.40	\$1,591.20
FIRE SUBSTATION	120 SE 84TH ST - (NEWPORT)	1996	3264	\$499,696	7/1/13	\$9,993.92	\$4,996.96
QUONSET HUT	120 SE 84TH ST - (NEWPORT)	1940	2849	\$57,978	7/1/13	\$1,159.56	\$579.78
AWOS/BEACON SYSTEM	120 SE 84TH ST - (NEWPORT)	2004	200	\$204,000	7/1/13	\$4,080.00	\$2,040.00
LIGHTING/RADIO BUILDING	120 SE 84TH ST - (NEWPORT)	1940	231	\$173,400	7/1/13	\$3,468.00	\$1,734.00
NESTED T HANGERS	120 SE 84TH ST - (NEWPORT)	2006	10560	\$522,240	7/1/13	\$10,444.80	\$5,222.40
TERMINAL / OFFICES / HANGER	120 SE 84TH ST - (NEWPORT)	1999	8000	\$591,600	7/1/13	\$11,832.00	\$5,916.00
FUEL TANKS	120 SE 84TH ST - (NEWPORT)	1999		\$153,000	7/1/13	\$3,060.00	\$1,530.00
CHAIN LINK FENCE - 8 MILES	120 SE 84TH ST - (NEWPORT)	2000		\$1,034,280	7/1/13	\$20,685.60	\$10,342.80
SHOOTING RANGE BUILDING	120 SE 84TH ST - (NEWPORT)	1985	600	\$10,000	7/1/13	\$200.00	\$100.00
VEHICLE/EQUIPMENT SHED @ FUEL DEPOT	120 SE 84TH ST - (NEWPORT)	2007	600	\$31,500	7/1/13	\$630.00	\$315.00
STORAGE SHED	120 SE 84TH ST - (NEWPORT)	2008	150	\$10,000	7/1/13	\$200.00	\$100.00
Annual Total:						\$70,850.08	\$35,425.04

Projected Annual Maintenance Needs: Wastewater Fund

Location	Address	Year Built	Area	Building Value	Est. Date	Assumes 2% annual investment	Assumes 1% annual investment
OPERATIONS CENTER	5525 SE 50TH PL - WWTP - (NEWPORT)	2002	3408	\$908,514	7/1/13	\$18,170.28	\$9,085.14
MAINTENANCE BUILDING	5525 SE 50TH PL - WWTP - (NEWPORT)	2002	4000	\$479,400	7/1/13	\$9,588.00	\$4,794.00
ELECTRICAL BUILDING	5525 SE 50TH PL - WWTP - (NEWPORT)	2002	360	\$354,960	7/1/13	\$7,099.20	\$3,549.60
SOLIDS HANDLING BUILDING	5525 SE 50TH PL - (NEWPORT)	2002	17864	\$5,192,208	7/1/13	\$103,844.16	\$51,922.08
INFLUENT PUMP STATION	5525 SE 50TH PL - WWTP - (NEWPORT)	2002	3920	\$4,175,228	7/1/13	\$83,504.52	\$41,782.26
HEADWORKS STRUCTURE	5525 SE 50TH PL - WWTP - (NEWPORT)	2002	3336	\$1,477,470	7/1/13	\$29,549.40	\$14,774.70
AERATION BASIN	5525 SE 50TH PL - WWTP - (NEWPORT)	2002	1.44MG	\$2,174,040	7/1/13	\$43,480.80	\$21,740.40
SECONDARY CLARIFIER #1	5525 SE 50TH PL - WWTP - (NEWPORT)	2002	.8MG	\$1,395,972	7/1/13	\$27,919.44	\$13,959.72
SECONDARY CLARIFIER #2	5525 SE 50TH PL - WWTP - (NEWPORT)	2002	.8MG	\$1,395,972	7/1/13	\$27,919.44	\$13,959.72
CHLORINE CONTACT BASIN	5525 SE 50TH PL - WWTP - (NEWPORT)	2002		\$455,228	7/1/13	\$9,104.52	\$4,552.28
SLUDGE STORAGE TANK	5525 SE 50TH PL - WWTP - (NEWPORT)	2002	.38MG	\$1,089,768	7/1/13	\$21,795.36	\$10,897.68
LIME STORAGE BLD	5525 SE 50TH PL - WWTP - (NEWPORT)	2002	30 TONS	\$123,930	7/1/13	\$2,478.60	\$1,239.30
HYPOCHLORITE TANK	5525 SE 50TH PL - WWTP - (NEWPORT)	2002	6900GL	\$59,160	7/1/13	\$1,183.20	\$591.60
GENERATOR / PLANT	5525 SE 50TH PL - WWTP - (NEWPORT)	2002		\$362,700	7/1/13	\$7,254.00	\$3,627.00
GENERATOR @ INFLUENT PUMP STATION	5525 SE 50TH PL - WWTP - (NEWPORT)	2002		\$437,580	7/1/13	\$8,751.60	\$4,375.80
SOUTH BEACH RESERVOIR	5525 SE 50TH PL - WWTP - (NEWPORT)	1999	1.3MG	\$1,326,030	7/1/13	\$26,520.60	\$13,260.30
CHEMICAL STORAGE CONTAINER	5525 SE 50TH PL - WWTP - (NEWPORT)	2002	150	\$8,976	7/1/13	\$179.52	\$89.76
STORAGE (POLE BUILDING)	5525 SE 50TH PL - WWTP - (NEWPORT)	2002	2000	\$91,800	7/1/13	\$1,836.00	\$918.00
HEAD LEVEL TANK	5525 SE 50TH PL - WWTP - (NEWPORT)	2002		\$118,626	7/1/13	\$2,372.52	\$1,186.26
LAND IMPROVEMENTS - PER APPRAISAL 10-31-09	5525 SE 50TH PL - WWTP - (NEWPORT)	2002		\$130,458	7/1/13	\$2,609.16	\$1,304.58
PROCESS PIPING	5525 SE 50TH PL - WWTP - (NEWPORT)	2002		\$2,184,636	7/1/13	\$43,692.72	\$21,846.36
POWER PLANT	420 NW NYE ST - OLD WWTP - (NEWPORT)	1999	780	\$865,078	7/1/13	\$17,317.56	\$8,658.78
PHOENIX AIR SCRUBBER (IN NORTHSIDE PUMP STATION)	420 NW NYE ST - OLD WWTP - (NEWPORT)	1998		\$271,385	7/1/13	\$5,427.73	\$2,713.86
OLD CHLORINE CONTACT CHAMBER (USED AS BACKUP GARAGE)	420 NW NYE ST - OLD WWTP - (NEWPORT)	1972		\$64,048	7/1/13	\$1,280.96	\$640.48
	420 NW NYE ST - OLD WWTP - (NEWPORT)	1990	2400	\$137,088	7/1/13	\$2,741.76	\$1,370.88
NORTHSIDE PUMP STATION	420 NW NYE ST - OLD WWTP - (NEWPORT)	1972	6418	\$3,801,518	7/1/13	\$76,030.36	\$38,015.18
EFFLUENT CONTROL STRUCTURE (EAST BLDG)	420 NW NYE ST - OLD WWTP - (NEWPORT)	1972	300	\$26,548	7/1/13	\$532.95	\$266.48
PROCESS PIPING	420 NW NYE ST - OLD WWTP - (NEWPORT)	1972		\$494,292	7/1/13	\$9,885.84	\$4,942.92
PUMP STATION	1400 NW SPRING ST - (NEWPORT)	1959	0	\$144,330	7/1/13	\$2,886.60	\$1,443.30
PUMP STATION	517 SW HINNE ST - (NEWPORT)	1971		\$115,220	7/1/13	\$2,304.40	\$1,152.20
PUMP STATION	1000 SE BAY BLVD / EMI - (NEWPORT)	1973	200	\$216,750	7/1/13	\$4,335.00	\$2,167.50
PUMP STATION	2050 SE CGU DR - (NEWPORT)	2002	168	\$284,996	7/1/13	\$5,299.92	\$2,649.96
PUMP STATION	NW OCEANVIEW DR - (NEWPORT)	1967	155	\$145,044	7/1/13	\$2,900.88	\$1,450.44
PUMP STATION	NW 19TH ST - (NEWPORT)	1977	100	\$162,486	7/1/13	\$3,249.72	\$1,624.86
PUMP STATION	NW 42ND ST - (NEWPORT)	1978		\$146,880	7/1/13	\$2,937.60	\$1,468.80
PUMP STATION	1505 NE BIG CREEK RD - (NEWPORT)	1967	100	\$194,412	7/1/13	\$3,888.24	\$1,944.12
PUMP STATION	160 SW BAY BLVD - (NEWPORT)	2002	808	\$813,654	7/1/13	\$16,273.08	\$8,136.54
PUMP STATION	745 NW BEACH ST - (NEWPORT)	1964	666	\$809,676	7/1/13	\$16,193.52	\$8,098.76
PUMP STATION	NW 48TH ST - (NEWPORT)	1981	143	\$237,150	7/1/13	\$4,743.00	\$2,371.50
PUMP STATION	5524 NW 96TH ST - (NEWPORT)	1981	100	\$215,424	7/1/13	\$4,308.48	\$2,154.24

Projected Annual Maintenance Needs: Wastewater Fund

PUMP STATION - SCHOONER CREEK	NW 68TH ST - (NEWPORT)	1981	120	\$535,500	7/1/13	\$10,710.00	\$5,355.00
PUMP STATION	514 SW 8TH ST/SW NEFF ST - (NEWPORT)	1970		\$32,936	7/1/13	\$658.73	\$329.36
PUMP STATION	138 SW 26TH ST - (NEWPORT)	1991	100	\$85,272	7/1/13	\$1,705.44	\$852.72
PUMP STATION	S SHORE DEVELOPMENT - (NEWPORT)	1995	300	\$351,084	7/1/13	\$7,021.68	\$3,510.84
PUMP STATION	946 SE 3RD ST/SE FOGARTY ST - (NEWPORT)	1992		\$88,817	7/1/13	\$1,776.35	\$888.17
PUMP STATION	437 NE 10TH ST - (NEWPORT)	1993	100	\$85,272	7/1/13	\$1,705.44	\$852.72
PUMP STATION	3136 SE FERRY SLIP - (NEWPORT)	2002	172	\$271,218	7/1/13	\$5,424.36	\$2,712.18
PUMP STATION	1545 YAQUINA BAY RD - (NEWPORT)	1990	100	\$215,828	7/1/13	\$4,312.56	\$2,158.28
EFFLUENT BOOSTER PUMP STATION	PORT DOCK 7 ON BAY - (NEWPORT)	2002	3024	\$1,430,040	7/1/13	\$28,600.80	\$14,300.40
RAW WATER INTAKE	2810 NE BIG CREEK RD - WTP - (NEWPORT)	1978	288	\$152,082	7/1/13	\$3,041.64	\$1,520.82
NEW WATER TREATMENT PLANT	2810 NE BIG CREEK RD - WTP - (NEWPORT)	2012	10000	\$6,722,533	7/1/13	\$174,450.88	\$87,225.33
NEW RAW WATER INTAKE & SIPHON STATION	2810 NE BIG CREEK RD - WTP - (NEWPORT)	2012	600	\$1,036,361	7/1/13	\$20,727.22	\$10,363.61
NEW FLOCCULATOR TANK	2810 NE BIG CREEK RD - WTP - (NEWPORT)	2012		\$225,654	7/1/13	\$4,513.08	\$2,256.54
GAC TANKS (2 @ 13,400 GALLON EACH)	2810 NE BIG CREEK RD - WTP - (NEWPORT)	2012		\$484,034	7/1/13	\$9,680.68	\$4,840.34
SEWER LIFT STATION	2810 NE BIG CREEK RD - WTP - (NEWPORT)	2012	500	\$40,900	7/1/13	\$818.00	\$409.00
PUMP STATION	NW 71ST ST - (NEWPORT)	2008	100	\$215,526	7/1/13	\$4,310.52	\$2,155.26
PUMP STATION	SE 35TH ST - (NEWPORT)	2007	210	\$216,546	7/1/13	\$4,330.92	\$2,165.46
						\$942,216.11	\$471,105.66

Projected Annual Maintenance Needs: Water Fund

Location	Address	Year Built	Area	Building Value	Eff Date	Assumes 2% annual investment	Assumes 1% annual investment
PARKS & RECREATION / WATER DEPARTMENT	845 NE 3RD ST - (NEWPORT)	1980	4400	\$292,036	7/1/13	\$8,850.72	\$2,920.36
RESERVOIR #1	845 NE 3RD ST - (NEWPORT)	1980	1.75MG	\$1,963,500	7/1/13	\$39,270.00	\$19,635.00
RESERVOIR #2	845 NE 3RD ST - (NEWPORT)	1980	.75MG	\$841,500	7/1/13	\$16,830.00	\$8,415.00
WATER INTAKE	24770 HWY 229 - (SILETZ)	1994	1000	\$1,262,556	7/1/13	\$25,251.12	\$12,625.56
SURGE TANK BUILDING	24770 HWY 229 - (NEWPORT)	1994	210	\$221,544	7/1/13	\$4,430.88	\$2,215.44
RESERVOIR	AGATE BEACH - (NEWPORT)	1975	.25MG	\$255,000	7/1/13	\$5,100.00	\$2,550.00
LAND IMPROVEMENTS FOR LOC#042.01- PER APPRAISAL 10-31-09	AGATE BEACH - (NEWPORT)			\$8,588	7/1/13	\$171.36	\$85.88
RESERVOIR	NE YAQUINA HEIGHTS - (NEWPORT)	1995	1.6MG	\$1,632,000	7/1/13	\$32,640.00	\$16,320.00
PUMP STATION	NE YAQUINA HEIGHTS - (NEWPORT)	1995	240	\$135,800	7/1/13	\$2,713.20	\$1,358.80
LAND IMPROVEMENTS FOR LOC#043.01- PER APPRAISAL 10-31-09	NE YAQUINA HEIGHTS - (NEWPORT)			\$14,088	7/1/13	\$283.76	\$140.88
PUMP STATION	NE 54TH ST/NE LUCKY GAP ST/BILLYVIEW - (NEWPORT)	1986	130	\$80,676	7/1/13	\$1,613.52	\$806.76
RESERVOIR	E OF BIG CREEK RD - (NEWPORT)	1972	2MG	\$2,040,000	7/1/13	\$40,800.00	\$20,400.00
RESERVOIR	E OF BIG CREEK RD - (NEWPORT)	1978	2MG	\$2,040,000	7/1/13	\$40,800.00	\$20,400.00
LAND IMPROVEMENTS FOR LOC#045.01- PER APPRAISAL 10-31-09	E OF BIG CREEK RD - (NEWPORT)			\$22,032	7/1/13	\$440.64	\$220.32
PUMP STATION	969 NE LAKEWOOD DR - (NEWPORT)	1976	108	\$37,007	7/1/13	\$740.14	\$370.07
RESERVOIR	1110 NE LAKEWOOD DR - (NEWPORT)	1976		\$35,850	7/1/13	\$713.01	\$358.50
PUMP STATION	NE 71ST ST/SALMON RUN ADDITION - (NEWPORT)	1996	143	\$82,033	7/1/13	\$1,640.65	\$820.33
PUMP STATION - CANDLETREE	NE 7TH ST - (NEWPORT)	1980	200	\$105,468	7/1/13	\$2,109.36	\$1,054.68
PRESSURE REDUCING STATION	RUNNING SPRINGS DR - (NEWPORT)	1985	240	\$123,114	7/1/13	\$2,462.28	\$1,231.14
WATER PUMP STATION	40TH ST - (NEWPORT)	2008	200	\$363,528	7/1/13	\$7,270.56	\$3,635.28
Annual Total:						\$231,941.20	\$115,970.60

City of Newport Oregon
 Analysis of Wastewater Fund for New Debt - Cash Flow Statement

Line	Base Year Actual	Original Budget	Amended Budget	Alt. Amended Budget	Revenue Based on Rate Increase of 4% in FY 2014-15; 3.25% in 2019-2020; 1.5% in 2028-29; 0.0% in 2032-31				Delete	
					FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15		FY 2015-16
1										
2										
3	3,208,925	3,540,000	3,540,000	3,690,264	3,837,874	3,991,389	4,151,045	4,317,087	4,489,770	4.00%
4	4,340	35,000	35,000							
5	1,995									
6	7,001			2,233	3,150	4,264	5,893	6,343	5,395	0.0062801
7					4,500,000			4,500,000		
8	3,222,261	3,575,000	3,575,000	3,692,497	8,341,024	3,995,653	4,156,938	8,823,430	4,495,166	
9										
10	562,475	636,938	636,938	636,938	636,046	675,728	695,999	716,879	738,386	3.00%
11										
12										
13	159,852	177,000	177,000	177,000	191,894	199,569	207,552	215,854	224,489	1% Growth
14										
15	221,524	272,115	272,115	272,115	274,836	277,585	280,360	283,164	285,996	1.00%
16	251,414	309,399	309,399	309,399	318,681	328,241	338,089	348,231	358,578	3.00%
17	30,704	30,704	30,704	30,704	31,625	32,574	33,551	34,558	35,594	3.00%
18	160,000									
19	1,227,932	1,104,050	1,104,050	1,104,050	1,137,172	1,171,287	1,206,425	1,242,618	1,279,897	3.00%
20	2,051,426	1,893,268	1,893,268	1,893,268	1,954,207	2,009,256	2,065,978	2,124,425	2,184,653	
21										
22										
23	437,056	434,906	434,906	436,543	434,906	432,647	432,742	430,763	428,328	76.1116%
24	31,365	30,863	30,863	30,863	31,336	31,191	30,964	31,180	31,307	10.57%
25	778,000	188,758	188,758	188,758						
26									550,000	629,724
27	1,246,421	654,527	654,527	656,164	466,243	463,838	463,706	1,011,944	1,089,359	
28										
29										
30	151,014	150,000	75,000	60,000	61,200	62,424	61,200	61,200	61,200	2.00%
31	76,332			60,000	61,800	63,654	61,800	61,800	61,800	3.00%
32	801,640	605,407	461,521	480,793	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	
33	1,028,986	755,407	536,521	600,793	1,623,000	1,626,078	1,623,000	1,623,000	1,623,000	
34										
35		134,860	134,860	134,860	250,000	350,000	500,000	500,000	500,000	
36										
37	4,889,308	4,075,000	3,856,114	3,922,023	4,949,496	5,124,900	5,348,683	5,976,248	6,135,398	
38										
39										
40	(1,667,047)	(500,000)	(281,114)	(229,526)	3,991,528	(1,129,246)	(1,191,745)	2,847,181	(1,640,233)	
41										
42	1,948,161	550,000	281,114	281,114	51,588	3,443,116	2,313,870	1,122,125	3,969,307	
43										
44	281,114	50,000		51,588	3,443,116	2,313,870	1,122,125	3,969,307	2,329,074	

City of Newport Oregon

Analysis of Wastewater Fund for New Debt - Cash Flow Statement

Revenue Based on Rate Increase of 4% in FY 2014-15; 3.25% in 2019-2020; 1.5% in 2028-29; 0.0% in 2037-5

WASTEWATER OPTION 1 - DEQ/REV BOND
DEQ \$4,500,000 every 3 years - 2 times
Revenue Bond \$4.5 M every 3 years - 2 times

11/21/2013

Line	Projected FY 2019-20	Projected FY 2020-21	Projected FY 2021-22	Projected FY 2022-23	Projected FY 2023-24	Projected FY 2024-25	Projected FY 2025-26	Projected FY 2026-27	Projected FY 2027-28
45 Revenues									
46 Grants									
47 User Charges	4,635,688	4,786,347	4,941,904	5,102,516	5,268,347	5,439,569	5,616,355	5,798,886	5,987,350
48 Misc. Sales & Services									
49 Interest Earnings	6,888	7,566	5,527	4,539	4,155	3,690	3,616	3,928	4,544
50 Loan Proceeds	4,500,000	4,500,000	4,500,000	4,500,000	4,500,000	4,500,000	4,500,000	4,500,000	4,500,000
51 Total Revenues	4,642,576	9,293,913	4,947,431	5,107,054	9,772,503	5,443,259	5,619,970	5,802,815	5,991,994
52									
53 Personal Services	760,537	783,353	806,854	831,060	855,991	881,671	908,121	935,365	963,426
54									
55 Materials & Services									
56 City Utility Fees to General Fund	231,784	239,317	247,095	255,126	263,417	271,978	280,818	289,944	299,368
57 Services Provided Charges									
58 By General Fund	288,856	291,744	294,662	297,608	300,584	303,590	306,626	309,692	312,789
59 By Public Works	369,439	380,522	391,937	403,696	415,806	428,281	441,129	454,363	467,954
60 By Airport	36,662	37,762	38,895	40,062	41,264	42,502	43,777	45,090	46,443
61 By Streets									
62 Other Materials & Services	1,318,293	1,357,842	1,398,578	1,440,535	1,483,751	1,528,263	1,574,111	1,621,335	1,669,975
63 Total Materials & Services	2,245,034	2,307,188	2,371,167	2,437,026	2,504,822	2,574,634	2,646,461	2,720,424	2,796,568
64									
65 Transfers - Existing Debt									
66 2010 A Series	425,436	424,969	424,817	202,334					
67 2009 LOCAP Loan									
68 Transfer - for New Debt Pymts - Rev		345,655	345,296	345,082	691,973	690,711	690,829	692,127	692,056
69 Transfers - for New Debt Pymts- DEQ	627944	626,118	624,244	622,321	620,348	618,323	616,245	614,113	611,975
70 Total Transfers	1,053,380	1,396,742	1,394,356	1,169,737	1,312,321	1,309,034	1,307,074	1,306,240	1,303,981
71									
72 Capital Outlay									
73 Capital Equipment	62,424	63,672	64,946	66,245	67,570	68,921	70,300	71,706	73,140
74 Capital Expenses/Maintenance	63,654	65,564	67,531	69,556	71,643	73,792	76,006	78,286	80,635
75 Construction/Easements	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
76 Total Capital Outlay	1,626,078	1,629,236	1,632,476	1,635,801	1,639,213	1,642,714	1,646,306	1,649,992	1,653,775
77									
78 Contingency	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000
79									
80 Total Expenditures	6,185,029	6,616,519	6,704,853	6,573,424	6,812,348	6,908,033	7,007,962	5,612,020	5,717,749
81									
82 Excess Revenues Over (Under)	(1,542,453)	2,677,394	(1,757,422)	(1,466,569)	2,960,155	(1,464,774)	(1,387,991)	190,794	274,245
83 Expenditures									
84									
85 Beginning Fund Balance	2,329,074	786,621	3,464,015	1,706,593	240,024	3,200,178	1,735,404	347,413	538,207
86									
87 Ending Fund Balance	786,621	3,464,015	1,706,593	240,024	3,200,178	1,735,404	347,413	538,207	812,453

City of Newport Oregon
 Analysis of Wastewater Fund for New Debt - Cash Flow Statement

Revenue Based on Rate Increase of 4% in FY 2014-15; 3.25% in 2019-2020; 1.5% in 2028-29; 0.0% in 2037-

WASTEWATER OPTION 1 - DEQ /REV BOND
 DEQ \$4,500,000 every 3 years - 2 times
 Revenue Bond \$4.5 M every 3 years - 2 times

11/21/2013

Line	Projected FY 2028-29	Projected FY 2029-30	Projected FY 2030-31	Projected FY 2031-32	Projected FY 2032-33	Projected FY 2033-34	Projected FY 2034-35	Projected FY 2035-36	Projected FY 2036-37	
88 Revenues										
89 Grants										
90 User Charges	6,077,160	6,168,318	6,260,842	6,354,755	6,450,076	6,546,828	6,645,030	6,744,705	6,845,876	1.50%
91 Misc. Sales & Services										
92 Interest Earnings	5,793	6,565	7,220	7,742	8,135	8,380	8,460	8,363	8,082	0.0062801
93 Loan Proceeds										
94 Total Revenues	6,082,954	6,174,882	6,268,063	6,362,497	6,458,211	6,555,208	6,653,490	6,753,069	6,853,958	
95										
96 Personal Services	992,329	1,022,099	1,052,761	1,084,344	1,116,875	1,150,381	1,184,892	1,220,439	1,257,052	3.00%
97										
98 Materials & Services										
99 City Utility Fees to General Fund	303,858	308,416	313,042	317,738	322,504	327,341	332,251	337,235	342,294	1% Growth
100 Services Provided Charges										
101 By General Fund	315,917	319,076	322,267	325,490	328,745	332,032	335,352	338,706	342,093	1.00%
102 By Public Works	482,034	496,495	511,389	526,731	542,533	558,809	575,573	592,840	610,626	3.00%
103 By Airport	47,836	49,271	50,749	52,272	53,840	55,455	57,118	58,832	60,597	3.00%
104 By Streets										
105 Other Materials & Services	1,720,074	1,771,676	1,824,826	1,879,571	1,935,958	1,994,037	2,053,858	2,115,474	2,178,938	3.00%
106 Total Materials & Services	2,869,718	2,944,934	3,022,274	3,101,801	3,183,579	3,267,674	3,354,154	3,443,088	3,534,548	
107										
108 Transfers - Existing Debt										
109 2010 A Series										76.1116%
110 2009 LOCAP Loan										10.57%
111 Transfer - for New Debt Pymts - Rev	693,101	690,251	693,511	692,873	690,876	692,394	692,272	692,827	691,416	
112 Transfers - for New Debt Pymts- DEQ	609,680	607,376	605,011	602,585	600,095	597,540	594,918	592,228	589,467	
113 Total Transfers	1,302,781	1,297,627	1,298,522	1,295,458	1,290,971	1,289,934	1,287,190	1,285,055	1,280,883	
114										
115 Capital Outlay										
116 Capital Equipment	74,602	76,095	77,616	79,169	80,752	82,367	84,014	85,695	87,409	2.00%
117 Capital Expenses/Maintenance	83,054	85,546	88,112	90,755	93,478	96,282	99,171	102,146	105,210	3.00%
118 Construction/Easements										
119 Total Capital Outlay	157,656	161,640	165,728	169,924	174,230	178,650	183,185	187,841	192,619	
120										
121 Contingency	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	
122										
123 Total Expenditures	3,822,485	3,928,299	6,039,283	6,151,327	6,265,655	6,386,638	6,509,421	6,636,422	6,765,102	
124										
125 Excess Revenues Over (Under)										
126 Expenditures	260,469	248,583	228,777	210,970	192,556	168,569	144,069	116,647	88,856	
127										
128 Beginning Fund Balance	812,453	1,072,922	1,321,505	1,550,282	1,761,252	1,953,808	2,122,377	2,266,445	2,383,092	
129										
130 Ending Fund Balance	1,072,922	1,321,505	1,550,282	1,761,252	1,953,808	2,122,377	2,266,445	2,383,092	2,471,948	

City of Newport Oregon
 Analysis of Wastewater Fund for New Debt - Cash Flow Statement

Revenue Based on Rate Increase of 4% in FY 2014-15; 3.25% in 2019-2020; 1.5% in 2028-29; 0.0% in 2037-38

WASTEWATER OPTION 1 - DEQ /REV BOND
 DEQ \$4,500,000 every 3 years - 2 times
 Revenue Bond \$4.5 M every 3 years - 2 times

11/21/2013

Line	Projected FY 2037-38	Projected FY 2038-39	Projected FY 2039-40	Projected FY 2040-41	Projected FY 2041-42	Projected FY 2042-43	Projected FY 2043-44	Projected FY 2044-45	Projected FY 2045-46	
131 Revenues										
132 Grants										
133 User Charges	6,845,876	6,845,876	6,845,876	6,845,876	6,845,876	6,845,876	6,845,876	6,845,876	6,845,876	0.00%
134 Misc. Sales & Services										
135 Interest Earnings	8,648,36	9,790,72	11,001,78	12,412,66	13,991,19	14,634,12	15,395,05	16,241,29	16,060,93	0.0062801
136 Loan Proceeds										
137 Total Revenues	6,854,524	6,855,667	6,856,878	6,858,289	6,859,867	6,860,510	6,861,271	6,862,117	6,861,937	
138										
139 Personal Services	1,294,764	1,333,607	1,373,615	1,414,823	1,457,268	1,500,986	1,546,016	1,592,396	1,640,168	3.00%
140										
141 Materials & Services										
142 City Utility Fees to General Fund	342,294	342,294	342,294	342,294	342,294	342,294	342,294	342,294	342,294	1% Growth @
143 Services Provided Charges										
144 By General Fund	345,514	348,969	352,459	355,983	359,543	363,139	366,770	370,438	374,142	1.00%
145 By Public Works	628,944	647,813	667,247	687,265	707,883	729,119	750,993	773,522	796,728	3.00%
146 By Airport	62,415	64,287	66,216	68,202	70,249	72,356	74,527	76,762	79,065	3.00%
147 By Streets										
148 Other Materials & Services	2,244,306	2,311,636	2,380,985	2,452,414	2,525,987	2,601,766	2,679,819	2,760,214	2,843,020	3.00%
149 Total Materials & Services	3,623,473	3,714,998	3,809,200	3,906,158	4,005,955	4,108,673	4,214,402	4,323,230	4,435,249	
150										
151 Transfers - Existing Debt										
152 2010 A Series										76.1116%
153 2009 LOCAP Loan										10.57%
154 Transfer - for New Debt Pymts - Rev	693,267	692,996	690,652	346,514	346,103	344,760				
155 Transfers - for New Debt Pymts- DEQ	294,043									
156 Total Transfers	987,310	692,996	690,652	346,514	346,103	344,760				
157										
158 Capital Outlay										
159 Capital Equipment	89,157	90,940	92,759	94,614	96,506	98,436	100,405	102,413	104,461	2.00%
160 Capital Expenses/Maintenance	108,367	111,618	114,966	118,415	121,968	125,627	129,395	133,277	137,276	3.00%
161 Construction/Encasements										
162 Total Capital Outlay	197,524	202,558	207,725	213,029	218,474	224,063	229,801	235,691	241,737	
163										
164 Contingency	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	
165										
166 Total Expenditures	6,805,070	6,944,159	6,981,192	6,980,524	6,927,759	6,878,482	6,890,218	6,831,317	6,817,138	
167										
168 Excess Revenues Over (Under)										
169 Expenditures	251,454	411,508	275,686	477,764	332,068	182,028	371,053	210,801	44,782	
170										
171 Beginning Fund Balance	2,471,948	2,723,403	3,134,910	3,410,596	3,888,360	4,220,428	4,402,456	4,773,509	4,984,309	
172										
173 Ending Fund Balance	2,723,403	3,134,910	3,410,596	3,888,360	4,220,428	4,402,456	4,773,509	4,984,309	5,029,092	

City of Newport Oregon
 Analysis of Water Fund for New Debt - Cash Flow Statement

Line	Base Year Actual FY 2012-13	Original Budget FY 2013-14	Amended Budget FY 2013-14	Alt. Amended Budget FY 2013-14	Revenue Based on Rates Increase of 5% in FY 2014-15; 4% in FY 2015-16; 0.0% in 2018-21				Projected FY 2018-19
					Projected FY 2014-15	Projected FY 2015-16	Projected FY 2016-17	Projected FY 2017-18	
1					1,500	1,500	1,500	1,500	1,500
2	1,266	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
3	2,745,602	3,000,000	3,000,000	3,020,162	3,171,170	3,329,729	3,496,215	3,671,026	3,854,577 5% Inc
4	8,613	5,000	8,600	8,600	8,686	8,773	8,861	8,949	9,039 11/21/2013
5	70,645	76,500	95,000	45,000	45,450	45,905	46,364	46,827	47,295 1.0 Growth
6	6,429	3,000	1,000	2,075	851	1,740	3,232	4,243	4,803 0.00657
7					4,500,000			4,500,000	Delete
8	2,832,555	3,084,000	3,106,100	3,077,337	7,727,657	3,387,646	3,556,171	8,232,546	3,917,215
9									
10	737,716	817,400	817,400	817,400	841,922	867,180	893,195	919,991	947,591 3.00%
11									
12									
13	138,536	150,000	150,000	150,000	158,559	166,486	174,811	183,551	192,729 1% growth @
14									
15	249,287	228,261	228,261	228,261	230,544	232,849	235,178	237,529	239,905 1.00%
16	333,944	308,833	308,833	308,833	318,098	327,641	337,470	347,594	358,022 3.00%
17	1,199,917	729,410	729,410	729,410	751,292	773,831	797,046	820,957	845,586 3.00%
18	1,921,684	1,416,504	1,416,504	1,416,504	1,458,492	1,500,807	1,544,504	1,589,632	1,636,242
19									
20									
21	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000
22	4,556	4,484	4,484	4,484	4,566	4,544	4,511	4,542	4,561 1.54%
23		141,587	141,587	141,587	143,357	145,149	146,963	148,800	150,660 1.25%
24					331,080	331,952	329,964	675,099	677,125
25	64,556	206,071	206,071	206,071	539,002	541,645	541,438	888,441	892,347
26									
27									
28	23,915	152,000		109,962	60,000	61,200	61,200	61,200	61,200 2.00%
29	232,456	60,000	60,000	60,000	60,000	61,800	61,800	61,800	61,800 3.00%
30	712,327	981,824	904,368	763,568	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
31	968,698	1,193,824	964,368	933,330	1,620,000	1,623,000	1,623,000	1,623,000	1,623,000
32									
33		166,700	250,000	166,700	175,000	175,000	175,000	175,000	175,000
34									
35	3,692,654	3,800,499	3,654,343	3,540,205	4,634,416	4,707,632	4,777,138	5,196,064	5,274,179
36									
37									
38	(860,099)	(716,499)	(548,243)	(462,868)	3,093,241	(1,319,986)	(1,220,867)	3,036,482	(1,356,964)
39									
40	1,408,342	766,499	548,243	548,243	85,375	3,178,616	1,858,629	637,662	3,674,144
41									
42	546,243	50,000		85,375	3,178,616	1,858,629	637,662	3,674,144	2,317,180 Page 1 of 4

City of Newport Oregon
 Analysis of Water Fund for New Debt - Cash Flow Statement

Revenue Based on Rates Increase of 3% in FY 2019-20; 4% in FY 2020-21; 0.0% in 2021-22; 11/21/2013

WATER OPTION 1 - REVENUE BOND
 \$4,500,000 every three years - 4 times

Line	Projected FY 2019-20	Projected FY 2020-21	Projected FY 2021-22	Projected FY 2022-23	Projected FY 2023-24	Projected FY 2024-25	Projected FY 2025-26	Projected FY 2026-27	Projected FY 2027-28
44 Revenues									
45 Grants	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
46 User Charges	4,008,760	4,169,111	4,335,875	4,509,310	4,689,683	4,877,270	5,072,351	5,275,255	5,486,265
47 New Services & Meters	9,129	9,220	9,313	9,406	9,500	9,595	9,691	9,788	9,885
48 Misc. Sales & Services	47,768	48,246	48,729	49,216	49,708	50,205	50,707	51,214	51,726
49 Interest Earnings	6,090	6,680	6,724	7,386	7,559	7,277	7,706	8,888	10,852
50 Bond Proceeds	4,500,000	4,500,000		4,500,000					Delete
51 Total Revenues	4,073,248	8,734,757	4,402,140	4,576,818	9,257,949	4,945,847	5,141,965	5,346,645	5,560,230
52									
53 Personal Services	976,018	1,005,299	1,035,458	1,066,522	1,098,517	1,131,473	1,165,417	1,200,379	1,236,391
54									
55 Materials & Services									
56 City Utility Fees to General Fund	200,438	208,456	216,794	225,466	234,484	243,864	253,618	263,763	274,313
57 Services Provided Charges									
58 By General Fund	242,304	244,727	247,174	249,646	252,142	254,664	257,210	259,782	262,380
59 By Public Works	368,763	372,450	376,175	379,937	383,736	387,573	391,449	395,364	399,317
60 Other Materials & Services	870,954	897,082.30	923,995	951,715	980,266	1,009,674	1,039,964	1,071,163	1,103,298
61 Total Materials & Services	1,682,458	1,722,715	1,764,137	1,806,762	1,850,828	1,895,774	1,942,242	1,990,072	2,039,309
62									
63 Transfers - Existing Debt									
64 Seal Rock Water	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000
65 2009 LOCAP Loan									
66 Transfer - Street Funds	152,543	154,450	156,361	158,335	160,315	162,319	164,348	166,402	168,482
67 Transfers for New Debt Payments	675,471	1,022,712	1,021,079	1,022,812	1,367,786	1,368,236	1,369,804	1,366,730	1,369,450
68 Total Transfers	888,014	1,237,162	1,237,460	1,241,147	1,588,101	1,590,555	1,593,151	1,593,131	1,597,931
69									
70 Capital Outlay									
71 Capital Equipment	62,424	63,672	64,946	66,245	67,570	68,921	70,300	71,706	73,140
72 Capital Expenses - Maintenance	63,654	64,291	64,933	65,583	66,239	66,901	67,570	68,246	68,928
73 Construction/Upgrades/Easements	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000		
74 Total Capital Outlay	1,626,078	1,627,963	1,629,879	1,631,828	1,633,808	1,635,822	1,637,870	1,639,951	1,642,068
75									
76 Contingency	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000
77									
78 Total Expenditures	5,347,569	5,768,138	5,841,934	5,921,259	6,346,055	6,428,624	6,513,679	5,098,534	5,190,699
79									
80 Excess Revenues Over (Under)	(1,274,321)	2,966,619	(1,439,794)	(1,344,440)	2,911,895	(1,482,777)	(1,371,714)	248,111	369,531
81 Expenditures									
82									
83 Beginning Fund Balance	2,317,180	1,042,860	4,009,479	2,569,685	1,225,245	4,137,140	2,654,363	1,282,649	1,530,760
84									
85 Ending Fund Balance	1,042,860	4,009,479	2,569,685	1,225,245	4,137,140	2,654,363	1,282,649	1,530,760	1,900,291

City of Newport Oregon
 Analysis of Water Fund for New Debt - Cash Flow Statement

WATER OPTION 1 - REVENUE BOND
 \$4,500,000 every three years - 4 times

Revenue Based on Rates Increase of 5% in FY 2014-15; 4% in FY 2019-20; 0.0% in 2020-21;
 11/21/2013

Line	Projected FY 2028-29	Projected FY 2029-30	Projected FY 2030-31	Projected FY 2031-32	Projected FY 2032-33	Projected FY 2033-34	Projected FY 2034-35	Projected FY 2035-36	Projected FY 2036-37
87 Revenues	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
88 Grants									
89 User Charges	5,486,265	5,486,265	5,486,265	5,486,265	5,486,265	5,486,265	5,486,265	5,486,265	5,486,265
90 New Services & Meters	9,885	9,885	9,885	9,885	9,885	9,885	9,885	9,885	9,885
91 Misc. Sales & Services	51,726	51,726	51,726	51,726	51,726	51,726	51,726	51,726	51,726
92 Interest Earnings	28,696	30,136	30,934	31,059	30,506	29,258	28,379	27,841	26,549
93 Bond Proceeds									
94 Total Revenues	5,578,073	5,579,513	5,580,311	5,580,437	5,579,883	5,578,636	5,577,756	5,577,218	5,575,926
95									Delete
96 Personal Services	1,273,488	1,311,687	1,351,038	1,391,569	1,433,316	1,476,315	1,520,605	1,566,223	1,613,210
97									
98 Materials & Services									
99 City Utility Fees to General Fund	274,313	274,313	274,313	274,313	274,313	274,313	274,313	274,313	274,313
100 Services Provided Charges									
101 By General Fund	265,004	267,654	270,331	273,034	275,764	278,522	281,307	284,120	286,961
102 By Public Works	411,297	423,636	436,345	449,435	462,918	476,806	491,110	505,843	521,018
103 Other Materials & Services	1,136,397	1,170,489	1,205,604	1,241,772	1,279,025	1,317,396	1,356,917	1,397,625	1,439,554
104 Total Materials & Services	2,087,011	2,136,092	2,186,592	2,238,554	2,292,020	2,347,036	2,403,648	2,461,901	2,521,847
105									
106 Transfers - Existing Debt									
107 Seal Rock Water	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000
108 2009 LOCAP Loan									
109 Transfer - Street Funds	173,536	178,742	184,105	189,628	195,317	201,176	207,211	213,428	219,831
110 Transfers - New Debt	1,369,201	1,365,908	1,369,445	1,369,914	1,369,602	1,368,312	1,038,785	1,038,929	1,036,175
111 Total Transfers	1,602,737	1,604,650	1,613,549	1,619,541	1,624,919	1,629,488	1,305,996	1,312,357	1,316,006
112									
113 Capital Outlay									
114 Capital Equipment	74,602	76,095	77,616	79,169	80,752	82,367	84,014	85,695	87,409
115 Capital Expenses - Maintenance	70,096	73,126	75,320	77,579	79,907	82,304	84,773	87,316	89,936
116 Construction/Upgrades/Easements									
117 Total Capital Outlay	145,998	149,220	152,936	156,748	160,659	164,671	168,787	173,011	177,344
118									
119 Contingency	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000
120									
121 Total Expenditures	5,283,829	5,376,650	5,479,115	5,581,412	5,685,914	5,792,510	5,874,036	5,988,492	6,093,406
122									
123 Excess Revenues Over (Under)	294,244	202,863	101,196	(975)	(106,031)	(213,875)	3,720	(111,274)	(227,480)
124 Expenditures									
125									
126 Beginning Fund Balance	4,234,923	4,529,167	4,732,030	4,833,226	4,832,251	4,726,220	4,512,345	4,516,065	4,404,791
127									
128 Ending Fund Balance	4,529,167	4,732,030	4,833,226	4,832,251	4,726,220	4,512,345	4,515,065	4,404,791	4,177,311

City of Newport Oregon
 Analysis of Water Fund for New Debt - Cash Flow Statement

WATER OPTION 1 - REVENUE BOND
 \$4,500,000 every three years - 4 times

Revenue Based on Rates Increase of 5% in FY 2014-15; 4% in FY 2019-20; 0.0% in 2023-25;
 11/21/2013

Line	Projected FY 2037-38	Projected FY 2038-39	Projected FY 2039-40	Projected FY 2040-41	Projected FY 2041-42	Projected FY 2042-43	Projected FY 2043-44	Projected FY 2044-45	Projected FY 2045-46
130 Revenues	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
131 Grants									
132 User Charges	5,486,265	5,486,265	5,486,265	5,486,265	5,486,265	5,486,265	5,486,265	5,486,265	5,486,265
133 New Services & Meters	9,885	9,885	9,885	9,885	9,885	9,885	9,885	9,885	9,885
134 Misc. Sales & Services	51,726	51,726	51,726	51,726	51,726	51,726	51,726	51,726	51,726
135 Interest Earnings	27,536	27,310	26,261	25,494	26,116	26,969	26,889	25,848	25,789
136 Bond Proceeds	-	-	-	-	-	-	-	-	-
137 Total Revenues	5,576,913	5,576,687	5,575,638	5,574,872	5,575,493	5,576,346	5,576,266	5,575,225	5,575,166
138									
139 Personal Services	1,661,606	1,711,454	1,762,798	1,815,682	1,870,152	1,926,257	1,984,044	2,043,566	2,104,873
140									
141 Materials & Services									
142 City Utility Fees to General Fund	274,313	274,313	274,313	274,313	274,313	274,313	274,313	274,313	274,313
143 Services Provided Charges									
144 By General Fund	289,831	292,729	295,657	298,613	301,599	304,615	307,661	310,738	313,845
145 By Public Works	536,649	552,748	569,331	586,411	604,003	622,123	640,787	660,011	679,811
146 Other Materials & Services	1,482,740	1,527,223	1,573,039	1,620,230	1,668,837	1,718,902	1,770,470	1,823,584	1,878,291
147 Total Materials & Services	2,589,933	2,647,013	2,712,340	2,779,568	2,848,753	2,919,954	2,993,231	3,068,645	3,146,261
148									
149 Transfers - Existing Debt									
150 Seal Rock Water									
151 2009 LOCAP Loan									
152 Transfer - Street Funds	226,426	233,218	240,215	247,421	254,844	262,489	270,364	278,475	286,829
153 Transfers - New Debt	693,267	692,996	690,652	346,514	346,103	344,760			
154 Total Transfers	919,692	926,214	930,867	593,935	600,947	607,249	270,364	278,475	286,829
155									
156 Capital Outlay									
157 Capital Equipment	89,157	90,940	92,759	94,614	96,506	98,436	100,405	102,413	104,461
158 Capital Expenses - Maintenance	92,634	95,413	98,275	101,223	104,260	107,368	110,609	113,928	117,346
159 Construction/Upgrades/Easements									
160 Total Capital Outlay	181,791	186,353	191,034	195,837	200,766	205,824	211,015	216,341	221,807
161									
162 Contingency	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000
163									
164 Total Expenditures	5,521,622	5,646,035	5,772,038	5,560,021	5,695,618	5,834,284	5,633,654	5,782,027	5,934,769
165									
166 Excess Revenues Over (Under)	55,291	(69,348)	(196,400)	14,850	(120,125)	(257,938)	(57,388)	(206,802)	(359,604)
167 Expenditures									
168									
169 Beginning Fund Balance	4,177,311	4,232,603	4,163,255	3,966,855	3,981,795	3,861,580	3,603,642	3,546,255	3,339,453
170									
171 Ending Fund Balance	4,232,603	4,163,255	3,966,855	3,981,795	3,861,580	3,603,642	3,546,255	3,339,453	2,979,849

PAY-AS-YOU-GO VERSUS BONDED PROJECTS

FOR ILLUSTRATIVE PURPOSES

WATER FUND

2/21/2014

	FY 2013 -14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
Beginning Fund Balance	766,497	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Revenues										
Users Fees	3,000,000	4,383,900	4,476,400	4,568,990	4,658,960	4,773,960	4,857,800	4,949,500	5,046,590	5,141,600
Other Revenue	84,000	84,000	84,000	84,000	84,000	84,000	84,000	84,000	84,000	84,000
Total Revenue	3,084,000	4,467,900	4,560,400	4,652,990	4,742,960	4,857,960	4,941,800	5,033,500	5,130,590	5,225,600
Total Resources	3,850,497	4,517,900	4,610,400	4,702,990	4,792,960	4,907,960	4,991,800	5,083,500	5,180,590	5,275,600
Expenditures/Appropriations										
Water Plant	808,140	832,383	857,355	883,076	909,568	936,855	964,961	993,910	1,023,727	1,054,439
Water Distribution	913,168	940,564	968,780	997,844	1,027,779	1,058,612	1,090,371	1,123,082	1,156,774	1,191,478
Water Capital Projects	981,824	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Non-Departmental	587,094	604,707	622,848	641,533	660,780	680,603	701,022	722,052	743,714	766,025
Contingency	154,200	164,980	181,526	196,016	205,814	237,043	240,970	245,394	252,459	254,992
Franchise Fee	150,000	219,195	223,820	228,450	232,948	238,698	242,890	247,475	252,330	257,080
Transfer to Debt Service	64,484	64,484	64,484	64,484	64,484	64,561	60,000	60,000	60,000	60,000
Transfer to Street Fund	141,587	141,587	141,587	141,587	141,587	141,587	141,587	141,587	141,587	141,587
Total Expenditures/Approp	3,800,497	4,467,900	4,560,400	4,652,990	4,742,960	4,857,960	4,941,800	5,033,500	5,130,590	5,225,600
UEFB	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Total Requirements	3,850,497	4,517,900	4,610,400	4,702,990	4,792,960	4,907,960	4,991,800	5,083,500	5,180,590	5,275,600
PAY AS YOU GO BASIS										
Users Fee Revenue	3,000,000	4,383,900	4,476,400	4,568,990	4,658,960	4,773,960	4,857,800	4,949,500	5,046,590	5,141,600
Users fees increase per year	15%	46.130%	2.110%	2.068%	1.969%	2.468%	1.756%	1.888%	1.962%	1.883%
Users Fees Rate	32.67	47.74	48.75	49.76	50.74	51.99	52.90	53.90	54.96	55.99
UEFB	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
BONDED PROJECTS BASIS										
Users Fee Revenue	3,171,170	3,329,729	3,496,215	3,671,026	3,854,577	4,008,760	4,169,111	4,335,875	4,509,310	4,688,878
Users fees increase per year	5%	5%	5%	5%	5%	4%	4%	4%	4%	4%
Users Fees Rate	34.30	36.02	37.82	39.71	41.70	43.36	45.10	46.90	48.78	50.72
UEFB	3,178,616	1,858,629	637,662	3,674,144	2,317,180	1,042,860	4,009,479	2,569,685	1,225,245	50,000

PAY-AS-YOU-GO VERSUS BONDED PROJECTS

FOR ILLUSTRATIVE PURPOSES

WASTEWATER FUND

2/23/2014

	FY 2013 -14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
Beginning Fund Balance	550,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Revenues										
Users Fees	3,540,000	5,038,800	5,138,200	5,244,400	5,341,350	5,441,030	5,512,150	5,651,930	5,732,570	5,626,060
Other Revenue	35,000	35,000	35,000	35,000	35,000	35,000	35,000	3,500	35,000	35,000
Total Revenue	3,575,000	5,073,800	5,173,200	5,279,400	5,376,350	5,476,030	5,547,150	5,655,430	5,767,570	5,661,060
Total Resources	4,125,000	5,123,800	5,223,200	5,329,400	5,426,350	5,526,030	5,597,150	5,705,430	5,817,570	5,711,060
Expenditures/Appropriations										
WW Treatment	1,228,833	1,265,697	1,303,668	1,342,778	1,383,061	1,424,553	1,467,289	1,511,308	1,556,647	1,603,347
WW Collection	618,155	636,699	655,800	675,474	695,739	716,611	738,110	760,253	783,060	806,552
WW Capital Projects	605,407	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Non-Departmental	612,218	560,955	580,372	600,180	621,206	642,869	666,760	688,043	713,130	748,448
Contingency	178,860	203,508	223,854	246,284	258,576	271,553	285,189	299,503	314,529	330,318
Franchise Fee	177,000	251,940	256,910	262,220	267,068	272,052	275,608	282,597	286,629	281,303
Transfer to Debt Service	465,769	466,243	463,838	463,706	461,943	459,635	425,436	424,969	424,817	202,334
Transfer to Street Fund	188,758	188,758	188,758	188,758	188,758	188,758	188,758	188,758	188,758	188,758
Total Expenditures/Appropr	4,075,000	5,073,800	5,173,200	5,279,400	5,376,350	5,476,030	5,547,150	5,655,430	5,767,570	5,661,060
UEFB	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Total Requirements	4,125,000	5,123,800	5,223,200	5,329,400	5,426,350	5,526,030	5,597,150	5,705,430	5,817,570	5,711,060
PAY AS YOU GO BASIS										
Users Fee Revenue	3,540,000	5,038,800	5,138,200	5,244,400	5,341,350	5,441,030	5,512,150	5,651,930	5,732,570	5,626,060
Users fees increase per year	15%	42.339%	1.973%	2.067%	1.849%	1.866%	1.307%	2.536%	1.427%	-1.858%
Users Fees Rate	51.54	73.36	74.81	76.36	77.77	79.22	80.25	82.29	83.46	81.91
UEFB	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
BONDED PROJECTS BASIS										
Users Fee Revenue	3,837,874	3,991,389	4,151,045	4,317,087	4,489,770	4,635,688	4,786,347	4,941,904	5,102,516	5,266,516
Users fees increase per year	4%	4%	4%	4%	4%	3.25%	3.25%	3.25%	3.25%	3.25%
Users Fees Rate	51.54	53.60	55.75	57.98	60.29	62.71	64.74	66.85	69.02	71.26
UEFB	3,443,116	2,313,870	1,122,125	3,969,307	2,329,074	786,621	3,464,015	1,706,593	240,024	240,024

From: Councilor David Allen
To: Newport City Council and
Infrastructure Task Force
Re: Jan. 6, 2014 Council Meeting

The enclosed report is the result of a process undertaken by the task force over the past five months and 10 meetings, per the direction in the enclosed resolution that established the task force in June 2013.

Also enclosed is the 5-year plan to increase utility rates and fees the city implemented in 2012, but which the council and budget committee recognized in the last budget process "can create a financial hardship for residents and businesses," as noted in the resolution.

As chair of the task force, I'd like to thank the task force members and city staff for the time and effort put into this process. Consensus was reached on all the bullet points in the report. The information used by the task force in developing the report can be accessed online at <http://www.thecityofnewport.net/citygov/comm/itf.asp>.

At the last task force meeting, it was noted the council and city staff would need to evaluate and determine any preference among the funding options listed in the report. Not only for the upcoming budget process with the budget committee, but also on an ongoing basis.

Enc: Task force report
Res. 3637
5-year plan

Report from the Newport Infrastructure Task Force – Jan. 6, 2014 Council Meeting

Newport Mission Statement

The City of Newport pledges to effectively manage essential community services for the well-being and public safety of residents and visitors. The City will encourage economic diversification, sustainable development, and livability (revised April 1, 2013).

General Assumptions

- City has a responsibility to fund the maintenance and improvements of its capital assets. Capital assets include city-owned infrastructure, facilities and other improvements that provide services to the public, usually with benefits to the community at-large as well as the direct user.
- Capital assets considered by the Task Force include:
 - Water Infrastructure
 - Wastewater Infrastructure
 - Stormwater Infrastructure
 - Streets
 - Rights-of-way (lighting, landscaping, incidental structures)
 - City facilities (buildings, parks, public parking lots, public piers, etc.)

The issue of rolling stock (fire engines, heavy equipment, police vehicles, etc.) was discussed, but is not factored into the Task Force recommendations.

- Assumed need for annual investments to upgrade capital assets moving forward:
 - Water – \$1.5 million (2013 dollars)
 - Wastewater – \$1.5 million (2013 dollars)
 - Stormwater – \$ Not available
 - Streets (including rights-of-way) – \$ Not available
 - City Facilities – \$ Not available

Where figures were not available, estimates will need to be prepared to inform upcoming budget discussions. The Task Force recommends that this take place no later than March 1, 2014. It is understood that such estimates will be subject to change as capital facility plans are prepared and updated.

Potential Near-Term (1-5yr) Recommendations:

- These potential recommendations were prepared with the understanding that funding capital project needs is necessary both in the near term and long term, with an eye toward minimizing financial hardship for residents and businesses and ensuring equitable contributions from both existing and future users.
- A number of options for funding capital project needs were discussed, including:
 - Consider continuing “pay as you go” approach that relies upon utility rate increases to pay for capital project needs. This includes continuing the 5-year plan to increase water and sewer rates that calls for water rate increases at 10% in FY15 and FY16, and an 8% increase in FY17, with 5% increases each year thereafter. Sewer rates would increase 15% in FY15, and 10% in FY16 and FY17, with 5% increases each year thereafter. Stormwater and Infrastructure fees would increase 5% each year.
 - Consider a budget strategy that leverages utility revenues to secure loans/revenue bonds for needed capital projects in lieu of the remaining years of the 5-year plan for rate increases. Future water and wastewater rate changes would be limited to inflationary adjustments and debt service requirements. Stormwater and Infrastructure fees would increase at least 5% each year.
 - Consider general obligation bonds as a potential financing option for discrete facilities that serve the broader community.
 - Continue to pursue grants to fund capital project needs, recognizing that these funding opportunities have administrative requirements that influence timelines and the scope of projects, and are not available for all types of work.
 - Evaluate whether or not a new tax is a viable funding option, if it can capture more tourism dollars to help pay for capital infrastructure needs. An example discussed is a food and beverage sales tax imposed by cities such as Ashland and Yachats.
 - Consider looking at annexation and urban renewal as opportunities to expand and grow the City’s tax base over time so that it is more capable of meeting its capital project needs with existing funding sources.

- Consider whether a policy option package should be prepared for Budget Committee and Council consideration that eliminates payment of the in lieu of franchise fees from the Water and Wastewater (Sewer) Funds into the General Fund, which started in FY03.
- Consider developing a comprehensive 10-year prospective debt schedule across all city departments to ensure viability of financing City's capital infrastructure needs.
- Consider reevaluating the City's reserve policy to ensure that it meets, but does not exceed, best management practices.
- Consider adjusting the City's utility rates to include a viable low-income assistance program.
- Consider adjusting the City's utility rates to ensure equitable cost sharing among all users.
- Consider developing incentives for water conservation.
- Pursue changes to the format of the City's utility bills to show more information about how the fees are used along with a glossary of terms.
- Consider developing level of service standards (e.g. extent to which streets are maintained, swept, etc.).
- Prioritizing services and associated funding should be considered as part of the Council goal setting process and should be informed by past decisions and also feedback from the public, staff and other stakeholders.
- Support efforts to complete the City's facility master plans where they haven't been developed so that the community has an accurate assessment of its near and long term capital infrastructure needs.
- Support efforts to map the location and assess the condition of the City's water, sewer, storm drainage and street infrastructure, so that the information can be used to inform service priorities.

Potential Long-Term (Ongoing) Recommendations:

- Support efforts to update the City's facility master plans so that the community has an accurate assessment of its near and long term capital infrastructure needs.
- Critically evaluate proposed projects in the City's facility master plans to ensure that they reflect what is realistically expected within the planning period as these plans serve as the foundation for future funding decisions.

- Comprehensively evaluate utilization of existing facilities to see if cost savings can be achieved through consolidating space usage, reduced utility expenses, etc.
- Support ongoing efforts to map the location and assess the condition of the City's water, sewer, storm drainage and street infrastructure, so that the information can be used to inform service priorities.
- Consider developing level of service standards (e.g. extent to which streets are maintained, swept, etc.).
- Explore opportunities to more equitably distribute costs and/or achieve organizational efficiencies for services that provide regional benefit (e.g. regional fire authority, regional airport authority, county street lighting district).
- Follow through with the policy and action items related to the provision of infrastructure contained in the Economic Opportunity Analysis that the City completed in 2012.
- Recognize that measures should be put in place to periodically check and verify that selected recommendations are achieving desired outcomes.

Appendices

The above recommendations were developed and informed by the following information, which can be accessed online at <http://www.thecityofnewport.net/citygov/comm/itf.asp>

12/19/2013	<u>Mtg Handout-Water Rate and Cost Analysis</u>
12/19/2013	<u>Mtg Handout - Typical NW Residential Monthly Bill</u>
12/19/2013	<u>Option-2 Wastewater Fund Analysis</u>
12/19/2013	<u>Option-2 Water Fund Analysis</u>
12/19/2013	<u>Mtg Handout - OR Coast Water and Sewer Rate Comparison</u>
12/19/2013	<u>ITF-Draft Recommendations with attachments</u>
12/5/2013	<u>Mtg Material Gazewood email Regarding--S-P Rating</u>
12/5/2013	<u>Infrastructure Information Cities</u>
11/21/2013	<u>11-21-13 Mtg Material-Wastewater Option</u>
11/21/2013	<u>11-21-13 Mtg Material-Water Option</u>
11/7/2013	<u>ITF meeting discussion 11-07-13</u>
10/31/2013	<u>Discussion ITF 10-31-13</u>
10/10/2013	<u>Potential Funding Sources - Bullet List</u>
10/10/2013	<u>City Properties 2013</u>
10/10/2013	<u>Bond Rating and Debt Rpt-10-10-13</u>
10/10/2013	<u>Chase-Park PwrPt Oct-10-2013</u>
9/19/2013	<u>Mtg Material-Chase Park Monthly Rpt</u>
9/19/2013	<u>Mtg Material-List of Grants</u>

9/19/2013 [Mtg Material-FY-14 5-year CIP APPROVED 6-17-13](#)
9/19/2013 [Mtg Material-Npt Strategic Funding Plan FYE2014-9.17.13](#)
9/19/2013 [Sched-A-Existing Revenues Sources- Bonded Indebtedness](#)
9/19/2013 [Sched-B-Existing Revenues Sources - Special Revenue](#)
9/19/2013 [Sched-C-Existing Revenues Sources - SDC Funds](#)
9/19/2013 [Sched-D-Existing Revenues Sources - Capital Projects Fund](#)
9/5/2013 [Mtg Materials City-Owned Properties Maps](#)
9/5/2013 [Mtg Material-2008 Water System Master Plan](#)
9/5/2013 [Mtg Material-Npt Ped-Bike Plan 7-2008](#)
9/5/2013 [Mtg Material-SB Strmwtr Master Plan 2004](#)
9/5/2013 [Mtg Material-TGM SB Peninsula Trans Refinement Plan](#)
9/5/2013 [Mtg Material-Wastewater Facilities Plan 1996](#)
9/5/2013 [Projects Under the TSP](#)
8/15/2013 [PowerPoint Presentation 8-15-13](#)

CITY OF NEWPORT
RESOLUTION NO. 3637
A RESOLUTION ESTABLISHING
AN INFRASTRUCTURE TASK FORCE

WHEREAS, the City Council and Budget Committee recognize the need for consistent and long-term public infrastructure investment; and

WHEREAS, the City Council and Budget Committee recognize that utility rates and fees can create a financial hardship for residents and businesses; and

WHEREAS, the City Council and Budget Committee desire to explore different and various funding options for public infrastructure investment; and

WHEREAS, the City Council, in consultation with the Budget Committee, has determined that a task force should be established to study this issue and forward recommendations to the City Council.

The City of Newport Resolves as follows:

Section 1. The City Council establishes an Infrastructure Task Force with the following members:

David Allen, City Councilor
Ralph Busby, City Councilor
Mark Saelens, City Councilor
Patricia Patrick-Joling, Budget Committee
Fred Springsteen, Budget Committee
Mark McConnell, former Mayor

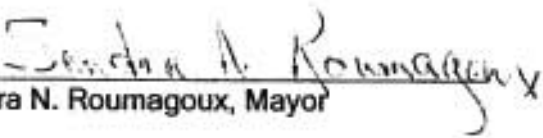
Section 2. The Task Force will consult with the Public Works Director, Finance Director, Community Development Director, and other city staff, as needed, in studying this issue.

Section 3. The Task Force will forward recommendations to the City Council for consideration and a potential plan of action.

Section 4. The Task Force will complete its task by the regular City Council meeting of January 6, 2014.

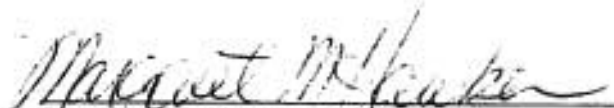
Section 5. This resolution is effective upon adoption.

Adopted by the Newport City Council on June 17, 2013.



Sandra N. Rourmagoux, Mayor

ATTEST:



Margaret M. Hawker, City Recorder

5 Year scenario

Year	Billing Monthly Basis				Annual Rate Revenue Increases					
	Infrastructure Fee	Water	Sewer	Storm Water Fee	Total Projected Utility Billing	Water	Wastewater	Stormwater and Infrastructure Fee	Gas per Million Gallons	Gas per Million Gallons
Current	\$5.65	\$24.70	\$37.35	\$0.00	\$67.70					\$0.006
FY2013	\$5.93	\$28.41	\$44.82	\$6.80	\$85.96	15%	20%	5%		\$0.007
FY2014	\$6.23	\$32.67	\$51.54	\$7.14	\$97.58	15%	15%	5%		\$0.009
FY2015	\$6.54	\$35.93	\$59.27	\$7.50	\$109.24	10%	15%	5%		\$0.010
FY2016	\$6.87	\$39.53	\$65.20	\$7.87	\$119.47	10%	10%	5%		\$0.011
FY2017	\$7.21	\$42.69	\$71.72	\$8.27	\$129.89	8%	10%	5%		\$0.012
FY2018	\$7.57	\$44.82	\$75.31	\$8.68	\$136.38	5%	5%	5%		\$0.013
FY2019	\$7.95	\$47.06	\$79.07	\$9.11	\$143.20	5%	5%	5%		\$0.013
FY2020	\$8.35	\$49.42	\$83.03	\$9.57	\$150.36	5%	5%	5%		\$0.014
FY2021	\$8.77	\$51.89	\$87.18	\$10.05	\$157.88	5%	5%	5%		\$0.015
FY2022	\$9.20	\$54.48	\$91.54	\$10.55	\$165.77	5%	5%	5%		\$0.015

* Residential Monthly Bill Example: 3/4" meter at 5000 GAL

Appendix II

Departmental Goals Reports

Police Department

Fire Department

Public Safety

Library

Parks and Recreation

Community Development

Public Works

Finance

Human Resources

Airport


Information Technology



Noble
Professional
Dedicated

Newport Police Department Memorandum

One Team - One Future

Date: February 18, 2014
To: Spencer Nebel, City Manager
From: Mark J. Miranda, Chief of Police 
Subject: Goal Setting Information

Police Service Priorities

The Newport Police Department has several service priorities:

1. Provide 24 hour – 7 day-a-week emergency response while maintaining current minimum staffing requirements.
2. Conduct investigations of crimes.
3. Provide administrative support and staff training so the above items can be carried out.
4. Be a resource for the community in all manner of topics and situations.

Status of Goals from FY 13/14

1. Complete Report Writing Manual – *This project is in process and is about 50% complete. It probably, however, may not be completed this fiscal year.*
2. Institute Explorer Program – *This is in-process. Announcements/invitations for the program have been posted at the High School. They are due back mid-March.*
3. Develop and maintain a funding source for instructor development – *This has not been accomplished. Funding sources for law enforcement needs are very rare or not within the scope of what we need.*
4. Reinstate Records Clerk position – *This has been accomplished with the hiring of Michael Herndon.*
5. Increase the number of Neighborhood Watch groups – *This has not been accomplished. Our Neighborhood Watch expert resigned from the Department and staffing levels have not let us to start this program up again.*
6. Conduct two crosswalk enforcement activities – *This has not been accomplished as yet. They are planned for spring and early summer.*
7. Conduct two distracted driver activities – *A distracted driver class was held at the High School for the student leadership. A distracted driver enforcement project was also conducted in the fall and another one will be conducted in the spring.*

Integrity – Excellence – Community – Employees – Teamwork – Commitment

8. Add another patrol officer – *Due to budgetary restrictions we were not able to accomplish this.*

Status of 2-5 year goals

1. Add School Resource Officer – *A request to have this added to the FY 14/15 budget has been submitted.*
2. Complete re-accreditation – *Re-accreditation is scheduled for early 2016. Constant review and required audits are being made to make sure we are keeping up with standards.*
3. Develop funding for decontamination of range – *Nothing has been completed on this goal as yet. Research is still being conducted.*
4. Restart reserve police program – *Due to staffing levels, nothing has been accomplished on this goal at this time.*

Status of 5 year+ goals

1. Replace canine vehicle – *It is not necessary to replace the canine at this time. However, a reserve fund has begun where every year we can add money so when it does become time to replace the vehicle we will have enough funding.*

Goals for FY 14/15

1. Prepare a monthly/bi-weekly article on traffic safety to local media
2. Send two officers to crime prevention school
3. Complete Report Writing Manual
4. Replace four (4) patrol cars to catch up replacement cycle and not purchasing patrol cars in FY 2010, 2012 and 2013.
5. Hire staff to fill vacant Criminal and Drug Detective positions.
6. Purchase fencing and equipment for installation of needed vehicle impound yard.
7. The firearms range building and land are in need of repair and upgrades to make more usable for tactical training.

2-5 year Goals

1. Add School Resource Officer
2. Complete re-accreditation
3. Develop funding for decontamination of range
4. Restart reserve police program
5. Replace canine vehicle
6. Replace Incident Response Vehicle
7. Hire staff for dedicated traffic position to meet the enforcement needs of increasing traffic demands.
8. Install security fence and gate around Police parking to protect Department owned cars and personnel.

9. Replace 25+ year old lockers in Department locker rooms to meet the storage needs of required equipment officers are issued and carry.
10. Replace canine vehicle

5 years or more Goals

1. Replace police facility



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

MEMO

To: Spencer Nebel, City Manager
From: Phil Paige, Fire Chief
Subject: Goal Setting Information
Date: February 19, 2014

Fire Department Priorities:

The Fire Department has four main priorities: 1) provide adequate well trained staff, and modern apparatus and equipment for emergency readiness and response, 2) provide administrative capabilities to plan for emergency needs and to optimize the efficiency and effectiveness of emergency resources in order to meet the “standard of cover” goals, 3) educate and prepare the public in order to prevent or minimize emergencies in the community, 4) provide a safe work environment for fire department personnel in the stations and during emergency incidents.

The Fire Department is a “combination” fire department, consisting of a mix of career and volunteer personnel. In meeting these priorities, fire department programs include recruitment and retention of volunteers, training for new recruits and ongoing training in firefighting and emergency medical techniques for all personnel, disaster preparedness activities, public education campaigns, fire inspections in commercial buildings, investigation of the cause and origin of fires, and a timely response capability with enough well trained personnel to deal with routine emergencies.

The following goals have been established as ongoing goals of the fire department:

- Continue to strengthen volunteer and paid staff relationships
- Improve volunteer recruitment and retention
- Improve training programs, officer development and succession planning
- Collaborate with other departments and agencies for improvements to service

Status of Goals from FY 13-14

1. Reconfiguration of Agate Beach Station
Some interior walls were removed and a second overhead door was installed enabling both a fire engine and a rescue unit to respond from this station. Computer

- and phone service has been provided and the station now has four volunteers assigned, who respond from home to the station in the event of a call.
2. Evaluation, decision and implementation of collaboration plans
The collaboration plan was evaluated, and a recommendation forwarded to Council for approval, and the Council decided that the “Central Coast Fire Authority” plan would not be implemented.
 3. Evaluate options for EMS transport and decide whether or not to develop a fire-based EMS proposal
A “fire-based” EMS transport system could provide additional funding for firefighter/EMS personnel, however, without the larger system that the Central Coast Fire Authority model would have provided, the fire department does not currently have the capacity to expand into this role within the framework of the current Ambulance Service area rules. We are working with the County Commissioners to modify the rules in the future.
 4. Consider and/or Update Comprehensive Plan
The fire department has developed a strategic plan and standard of cover goals. These have not formally been incorporated into the city comprehensive plan.
 5. Work with OCCC and neighboring fire departments to bring Fire Science classes and degree program to Newport
We were successful in getting the college to offer an EMT class and a basic fire science course. While the EMT class has been successful and continues, the fire science course was not able to draw the required number of students. Continued success will likely depend on the new affiliation of the college (no longer Clatsop).
 6. Develop a balanced staffing plan to include career, volunteer and seasonal/part time personnel, based on Standard of Cover service level goals
The current staffing model includes a combination of the above staffing types for optimal initial response, given current funding levels. We continue to monitor potential changes in IRS, PERS, and other regulatory rules that may have an effect on how we are able to compensate volunteers and the implications that changes may have with our staffing model.

Status of 1-5 year goals

1. Implement recommendations from ESCI
Some of the recommended partnerships and strategies for cooperative programs with neighboring departments have been implemented, such as a regional recruit academy and increased automatic aid agreements. However, as mentioned above, the larger combined administration structure is not being pursued at this time.
2. Develop a strategic plan
The strategic plan has been developed, but should be reviewed and updated each year.

Status of 5+ year goals

1. Implement strategic plan
This is ongoing.

Goals for FY 14-15

1. Reevaluate the volunteer compensation package to aid in the retention of volunteers and insure that we meet all applicable rules.
2. Reevaluation of collaboration plans and options for future fire-based EMS transport.
3. Transition to new Fire Chief and fill vacant position. Staff two positions M-F (training officer and fire prevention officer on a 40 hr. schedule) and provide relief staffing on occasion.
4. Continue to work closely with OCCC and neighboring fire departments to bring Fire Science classes and degree program to Newport.
5. Develop a balanced staffing plan that will gradually increase career, volunteer and seasonal/part time personnel, based on Standard of Cover service level goals.
6. Conduct a seismic feasibility study of Station 3200, and plan for retrofit or replacement.
7. Repair the burn tower, demolish the old wastewater building and repave the drill ground.
8. Replace one fire Engine and continue to contribute to the fire department capital replacement reserve fund for future apparatus replacement.

1-5 Year Goals

1. Continue to implement recommendations from ESCI.
2. Increase career staffing levels to enable 24/7 staffing with at least three personnel at the main station (Sta. 3200) and two personnel at the South Beach Station (Sta. 3300).
3. Further remodel the Agate Beach Station (Sta. 3400) to add a kitchen, shower and bunk facilities to allow for future staffing.
4. Add a portable classroom building at the training facility.
5. Replace two fire engines, two rescue units and add one staff vehicle.
6. Conduct an annual review and update of the fire department strategic plan.

5 years or more

1. Build new main fire station within 1/4mile of City Hall for optimum response time performance.
2. Provide part-time seasonal staffing from the Agate Beach Fire Station (Sta. 3400).
3. Remodel and expansion of the South Beach Fire Station (Sta. 3300).
4. Fully fund the fire department apparatus replacement reserve fund.

MEMO

To: Spencer Nebel, City Manager
From: Ted Smith, Library Director
Subject: Goal Setting Information
Date: February 6, 2014

Library Service Priorities:

The Library has five main priorities: 1) create young readers/learners, 2) provide online connectivity and create opportunity for citizens to learn how to determine “good” information from “bad” information when using the internet (information literacy), 3) provide a collection of materials in all formats (print, DVD, CD, digital, etc.) that help citizens fulfill their life-long learning needs and stimulate their imagination, 5) provide a clean, comfortable, and safe environment for patrons and staff. The Library is the City’s living room. It is a place many people choose to visit when they are not at work, or at home.

In meeting these priorities, library staff regularly present programs, both in the library and out in the greater community. This includes regular visits to schools, preschools, the juvenile detention center, senior centers, the rehabilitation center and private homes. An ongoing series of book discussions, computer classes, author presentations and writing classes are provided. In addition, many one-on-one computer tutorials are conducted almost daily at the library.

Status of Goals from FY 13-14

1. Conduct Library Needs Analysis
This study was begun in January 2014. Some focus group, and planning meetings have already taken place and more are scheduled throughout the month of February. The process will be completed by March 25. A presentation of findings will be scheduled for the City Council sometime after that.
2. Install four security cameras
This has been accomplished. The library now has 8 security cameras. More will be added in FY 14-15.
3. Install public address system. This has been accomplished.
4. Replace meeting room tables
This has been accomplished. These are lightweight tables and our patrons have appreciated the ease with which they can be set up and taken down.
5. Install large flat screen television and sound system in meeting room

This has not been done and won't be accomplished this year because there is not currently a flat screen television of sufficient size (100 inches diagonally) available at this time.

6. Paint library

This has not been done because the Library Needs Analysis includes an interior decorating component and the results of that analysis, and any recommendations for color schemes are not yet available.

7. Continue to upgrade landscaping and overall appearance of library grounds

This is a continuing project. A local yard maintenance business keeps the grounds and Literacy Park in good shape. Staff spend time each day picking up trash, cigarette butts and storm debris from our parking lot and grounds.

8. Replace aging computers at circulation desk

This has been accomplished. The IT Department installed three recycled computers that came off line from other departments within the City. These recycled computers are sufficient for the needs at the circulation desk.

Status of 1-5 year goals

1. Purchase computer carrels for internet, word processing and children's area

This has not been accomplished, but is still a future goal. No funding was made available to purchase carrels. The Library Needs Analysis will address this issue.

2. Replace all upholstered seating

This was not accomplished, but is still a future goal. No funding was made available to get furniture reupholstered. The Library Needs Analysis will address this issue.

3. Purchase Radio Frequency Identification (RFID) security system

This was not accomplished, but is still a future goal. No funding was made available and a joint purchase with two other libraries is being discussed which will bring the overall costs down significantly. There will be a proposal in FY 15-16 for this.

Status of 5+ year goal

1. Expand or relocate library

The Library Needs Analysis will address this issue. It will continue to be a 5+ year goal.

Goals for FY 14-15

1. Continue to meet the service priorities of the library's mission.

2. Install four more security cameras.

3. Accomplish short term makeover goals identified in the Library Needs Analysis. The library will need new paint, carpet, computer carrels, refinished desks/chairs and reupholstered seating. These items have all been identified and listed as priorities in the yet to be completed Library Needs Analysis.

4. Install large screen television in library foyer that scrolls through list of library and city events and breaking news.

5. Move two staff offices from lower level to upper level, creating a second small meeting room for patrons downstairs.

1-5 Year Goals

1. Continue to work on items identified in the Library Needs Analysis which may include: moving the circulation desk, relocating the teen area, adding additional seating

throughout the library. These are the preliminary thoughts of the consultants working on the Library Needs Analysis.

2. Partner with other Oceanbooks Consortium libraries for the joint purchase of Radio Frequency Identification (RFID) security system.

5 years or more

1. Build new library

MEMO

To: Spencer Nebel, City Manager
FROM: Jim Protiva, Parks and Recreation Director
Subject: Goal setting information
Date: February 21, 2014

Parks and Recreation Service Priorities:

The Parks and Recreation Department exists to help meet the recreation needs of residents and guests by providing quality facilities, trails, fields and open space. We strive to offer a variety of activities and environments that allow for personal, social, and economic benefits that are open to all people. We accomplish this by identifying specific activities, user groups, desired facilities and equipment than remove as many barriers to participation as possible. Our Municipal Pool provides the aquatic component of exercise, therapy, education, recreation and safety. The 60+ Center (Senior Center) provides components of physical, mental, social and health benefits targeted at maturing adults. The Recreation Center is the community resource for most activities indoors and protected from the elements. Available to all ages and family friendly, this facility boasts meeting rooms, open courts, cardio areas, track, childcare, dance studio, kitchen and programs to match each area and then some. The Park system provides for both passive and active recreation with playgrounds, sport specific fields and courts, benches, trails and wilderness experiences. The department is also the catalyst and host for many community based events that draw visitors from all over the region to participate, view, cheer and experience all that Newport and the surrounding lands have to offer.

In meeting these priorities, the Park and Recreation Staff is present and professional in service delivery at each facility, program, event, class or open passive space (excluding parks obviously). We create the reason, provide the venue, host the activity, drive the van, hold the hand, serve the snacks and sometimes dry the tears. For many, recreation is the recharging station that puts life and energy back into our bodies so that we can feel good about getting up and doing it all over again tomorrow.

We do this with great pride seven days a week, we struggle with mechanical failures, personalities and weather 24 hours a day.

Status of Goals from FY 13-14

- A. Consideration of new aquatic facility – time and funding; location and scope.

This goal was accomplish by developing a conceptual design, establishing a construction budget, asking the public for a GOB in November and planning the details at current.

B. Painting of pool floor and perimeter deck of current pool.

This goal was accomplished in March due to drain failure and replacement, the bottom of the pool was repaired and painted in that process

C. Tree City USA – take important next step of mapping and inventory, and development of standards and restrictions.

This goal is in progress, while some elements have been identified, additional work is required. This did not affect the recertifying process for TSU 2014, we have accomplished that.

D. Park Master Plan update and strategic property identification (trails, open space, wetlands).

This goal has not been accomplished. There is currently no budget for this work.

E. Update the CIP for equipment, vehicles, and furniture.

This goal has been accomplished, but is ongoing.

F. Continue and create new special events that draw athletes and spectators alike.

This goal has been accomplished, however, staff continues to explore opportunities

G. Explore the functional number of members of the Parks and Recreation Advisory Committee and potentially reduce the membership.

This goal has been accomplished. We now have 11 positions and it appears to be appropriate.

H. Community-wide wellness support through employee programs; availability of mapping with trail and bike routes; and health events that demonstrate support by elected officials.

This status of this goal is unknown at this time.

I. Identify which programs are cost effective.

This goal is not fully obtainable. When staff attempted to perform this analysis, many more unanswerable questions arose. This indicates that the goal is not specific enough and “effective” was not defined. Ultimately the data on this goal was used to further discussion on our mission and to refocus our resources and prioritize how we can deliver services.

Goals for FY 14-15

- A. Continue to meet the service priorities of the Park and Recreation Departments mission
- B. Complete design and planning of new aquatic facility
- C. Begin a integration strategy for the Recreation Center and new Aquatic facility
- D. Develop strategic partnerships with organizations with parallel interests (ex. OCCF)
- E. Prospect for organizations that could hold regional meets at our facilities, thus expanding our rental opportunities for Rec Center and eventually the new pool
- F. Work with the Friends of the Park and Recreation Department to build fiscal reserves

2-5 Year Goals

- A. Complete and open the new aquatic center
- B. Participate in the solution for Parking at the City Hall Campus
- C. Complete a comprehensive update of the Park Master Plan

5 Years and More Goals

- A. Acquire strategic property for the purpose of advancing the Park Master Plan
- B. Creation of a National attention garnering event (ex. Marathon, Big Wave Surfing)

Memorandum

To: Spencer Nebel, City Manager
 From: Derrick Tokos, Community Development Director
 Date: February 21, 2014
 Re: FY 14/15 Goal Setting Information

SERVICE PRIORITIES

The Community Development Department is responsible for administering the city’s land use planning, building services and urban renewal programs, with an emphasis on providing clear, courteous, and consistent service to the Council, Planning Commission, and public. Service priorities for each of these programs are as follows:

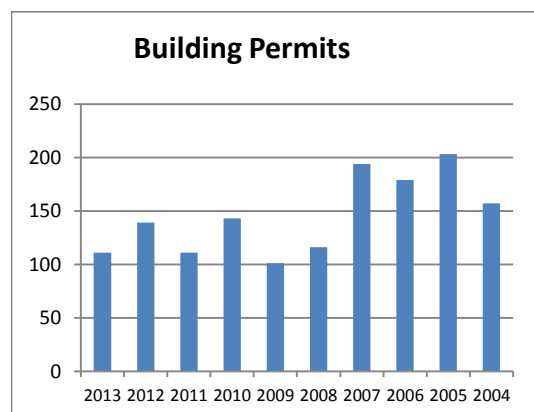
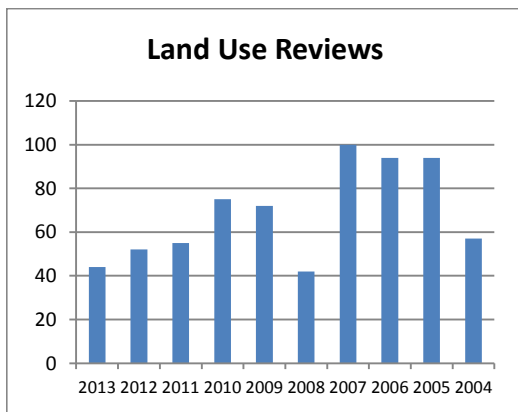
Land Use Planning – Assist the citizenry in planning for, and facilitating future growth of the community; evaluate development projects to ensure that they meet city and state land use requirements; respond to customers with planning and zoning questions; and work with constituents to resolve code enforcement issues.

Building Services – Review and approve building plans; update building codes and system development charges to comply with state law and local policy; issue electrical and plumbing permits; respond to customers with building questions; and conduct building inspections.

Urban Renewal – In consultation with the Urban Renewal Agency, implement and refine, as needed, projects identified in the South Beach Urban Renewal Plan. Project implementation is scheduled to run through 2020, at which point the primary focus will turn to debt retirement. The District is anticipated to close on 12/31/27.

The following is a list of permit traffic for the last couple of years, a ten year trend for land use and building permits, and a brief summary of progress on FY 13-14 and future goals. This information may provide helpful “context” to the Council as it considers goals for FY 14-15, 2-5 years, or beyond 5 years.

	Building Permits	Electrical Permits	Plumbing Permits	Construction Value	Land Use Actions
2012	139 (\$132,044.79)	260 (\$31,373.19)	62 (\$14,419.56)	\$16,103,755	52 (\$24,583.00)
2013	111 (\$68,843.48)	258 (\$28,809.30)	61 (\$12,220.12)	\$8,131,772	44 (\$11,979.00)



Building activity has been slow on the residential side, with ten (10) new single-family starts in calendar year 2013 and fourteen (14) new single-family starts in each of the previous two years. This is as compared to an average of 64 a year during the peak period of 2005-2007. Institutional investments have been steady with the NOAA Pacific Marine Operations Center, Aquarium Science Center, Port Terminal, Lincoln County School District, and Lincoln County facility upgrades occurring over the last three years. This trend should continue with the OMSI development and planned hospital expansion, which may start in the next couple of years. Commercial investments have also been steady with the remodel of the Walmart, Fred Meyer, and Safeway stores over the last couple of years and construction of the new Walgreens and Umpqua Bank buildings. This should continue with O'Reilly Auto Parts and the Teevin Bros. log exporting operation planning to break ground this spring.

ONGOING GOALS

A. Maintain and implement economic development strategies

B. Involve citizens in every aspect of planning

FISCAL YEAR 2013-2014 GOALS

A. Complete Reservoir Urban Growth Boundary Expansion

Goal met. The expansion proposal was approved by the City Council on 5/6/13 and was forwarded to the County for its review and approval. The County Planning Commission held a hearing on the UGB expansion on 7/22/13 and recommended unanimously that it be approved by the Board of County Commissioners. A Board of Commissioners meeting is scheduled for mid-March. DLCD will acknowledge the amendment within 2-4 weeks following the County's decision.

B. Initiate annexation of reservoir properties

On target for being completed this fiscal year. Annexation cannot occur until UGB expansion is complete. City Council must initiate process. Likely to be scheduled for Council consideration in March or April.

C. Begin Implementation of Land Bank Concept for Workforce Housing

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

D. Complete Phase I - Safe Haven Hill Supplemental Geotech/Benefit Cost Analysis

Goal met. FEMA funded Phase 1 scope of work, including supplemental geotechnical and benefit-cost analysis, were completed in December of 2013. The studies concluded that Safe Haven Hill is a viable tsunami assembly area in the event of a near shore Cascadia event and that planned improvements to the assembly area are critical in order to minimize loss of life.

E. Leverage URA funds to acquire needed rights-of-way in South Beach

Goal met. Rights-of-way for SW Abalone, SW 30th Street and SW 35th Street (west of US 101) should be acquired by the end of fiscal year. Additional rights-of-way SW 35th Street east of US 101, Ferry Slip Road and SE 62nd Street are targets for acquisition next fiscal year.

F. Initiate code updates relating to accessory units and park models

Goal met. Changes adopted by the City Council in September of 2013 with Ordinance No. 2059.

G. Develop annexation strategy for South Beach industrial areas

Work has not yet started. It might be best for this discussion to be deferred to next fiscal year so as to avoid confusion (from a property owner's perspective) with the effort to facilitate the withdrawal of properties from the Seal Rock Water District where those properties are no longer receiving service from the district.

H. Prepare initial concepts for new north side Urban Renewal District (bridge to Wal-Mart)

Goal met. Initial concepts for the creation of a new urban renewal district have been drafted and vetted by the Planning Commission. The City has retained the services of the consulting firm ECONorthwest to review the concepts and assess their viability. That feasibility analysis should be complete by the end of the fiscal year.

I. Conduct periodic review of the Nye Beach Design Review Overlay and determine if changes are needed

Goal met. City Council held the required 10-year review hearing in December of 2013 and, after taking public testimony, determined that changes are needed. The matter was directed to the Planning Commission, who is putting together an Ad-Hoc Work Group to prepare the amendments. The work group will begin meeting in March.

J. Initiate pre-planning with ODOT for Yaquina Bay Bridge

Goal met. City and County staff and elected officials have coordinated with ODOT to develop a scope of services for the data and base line modeling that the consultants will develop. Counters were placed to collect traffic data, and a framework has been put in place for how the modeling will be performed. Consultant is preparing initial 20-year growth assumptions, which should be available for review in the spring.

2 – 5 YEAR GOALS

A. Track organizational structure of Community Development Department

This is an ongoing goal, given that two of the Department's four staff members are working past typical retirement age and should one or both choose to retire, it is important that the Department have in place a plan for ensuring continuity of service. Filling the vacant Senior Planner position this upcoming fiscal year is part of that plan, as is reserving funds in the Building Department budget to hire a full-time Building Official should the need arise.

B. Update LID ordinances to include public input

City Attorney has prepared a draft set of technical updates; however, the city has an opportunity to pursue Transportation Growth Management Funds from the state to better integrate the LID code with its transportation and zoning standards. Seeking those funding opportunities should be a FY 14-15 priority.

C. Adopt storm drainage and erosion control standards for new development

The policy framework for developing these standards will come out of the storm drainage and sewer master planning efforts, both of which should be substantially complete next fiscal year. That would then put this work out about 2-years.

D. Initiate process of forming a new north side URA district with support of affected taxing entities

The feasibility study phase should wrap up this spring so it is reasonable to expect that the decision making process on whether or not to move ahead with forming a district could happen next year.

E. Initiate Phase II URA borrowing and work with Public Works to plan for and implement of priority projects

The Urban Renewal Agency is in a position to initiate the Phase II borrow and may want to sequence its borrowing across the next couple of fiscal years.

F. Work with ODOT to complete preliminary planning for Replacement of the Yaquina Bay Bridge and related studies

Base line modeling work, which constitutes the "preliminary planning phase," should be completed by the end of the calendar year. This project is funded by ODOT Region 2 to the tune of about \$150,000.

G. Complete any recommended changes to the Nye Beach Design Review overlay

It is reasonable to expect that this work will be completed in FY 14-15.

H. Wrap up inventory of property assets, agreements, leases and franchises and develop strategies for property acquisitions and sales of city assets

Inventory work is largely complete and records organized, so the City is now in a position where it can begin to develop strategies for property acquisitions and sales.

I. Coordinate with the state and FEMA on floodplain and wetland regulatory mandates

With the new, significant changes to federal policy on flood insurance rates and new inundation maps that FEMA is developing, the City may want to explore whether or not it should participate in the Community Rating System to reduce the financial impacts to property owners.

J. Move Forward with Phase II Safe Haven Hill work if supported by Phase I assessment

OEM is coordinating with FEMA on a Phase 2 grant for construction work. FEMA has been noncommittal on when the grant will be issued although the funding has been secured. Construction of the sidewalk, trail, staircase, and lighting improvements is estimated to be roughly \$650,000. FEMA will cover 75% of the cost with the local match coming from budgeted Urban Renewal funds.

K. Coordinate with Public Works initiation of grant funded capital projects, including the Agate Beach Wayside Improvements and US 101

This is an ongoing goal. A request for proposals is out for design services, and it is reasonable to expect that preliminary engineering will be completed in FY 14-15.

L. Work with the Park and Recreation Department to update the city's 1993 Park System Master Plan

No funds were budgeted for this purpose in FY 13-14. This should be a priority for FY 14-15.

GOALS FOR FY 14-15

- A. Incorporate storm drainage and sewer master plans into the Public Facilities Element of the Newport Comprehensive Plan.
- B. Coordinate with the Public Works Department on initiating amendments to the Airport Master Plan.
- C. Initiate substantial amendment to System Development Charge methodology to reflect projects from the storm drainage, sewer, and airport master plan updates and ensure that the credit system is equitable.
- D. Complete annexation of the reservoir properties and jurisdictional transfer of Big Creek Road.
- E. Develop strategies for strategic property acquisition and sale of city assets.
- F. Coordinate with the Finance Department to institute credit/debit card payment of land use and building fees.
- G. Secure agreement on multi-jurisdictional partnership to facilitate development of workforce housing.
- H. Leverage URA funds to acquire needed rights-of-way in South Beach.
- I. Complete the design of the SW 30th Street and SW Abalone Street extensions.
- J. Move forward with Phase II of the Safe Haven Hill tsunami evacuation route improvements.
- K. Initiate Phase II South Beach Urban Renewal Plan borrowing to support priority projects.

- L. Initiate process of forming a new north side Urban Renewal District (if determined to be feasible).
- M. Coordinate with the Seal Rock Water District and affected property owners to resolve the circumstances where landowners are being taxed for district water service they are no longer receiving.
- N. Seek grant funding for technical assistance to update the City's LID ordinance and better integrate it with the City's transportation and land use requirements.
- O. Assist ODOT and its consultants in completing the base line modelling "preliminary planning" for Replacement of the Yaquina Bay Bridge.
- P. Identify and initiate targeted amendments to the business license code and related provisions of the Municipal Code in consultation with the Finance Department.
- Q. Complete recommended changes to the Nye Beach Design Review Overlay.

2 – 5 YEAR GOALS

- A. Develop annexation strategy for South Beach industrial areas.
- B. Track organizational structure of Community Development Department.
- C. Complete Phase II South Beach Urban Renewal Plan borrowing to support priority projects.
- D. Implement strategies for strategic property acquisitions and sale of city assets.
- E. Coordinate with the state and FEMA on floodplain and wetland regulatory mandates.
- F. Begin to implement new north side Urban Renewal District (if determined to be feasible).
- G. Implement multi-jurisdictional partnership to facilitate development of workforce housing.
- H. Coordinate with Public Works and OMSI on the construction of SW 30th Street and SW Abalone Street improvements.
- I. Integrate the City's LID ordinance with City's transportation and land use requirements.
- J. Adopt storm drainage and erosion control standards for new development.
- K. Initiate community engagement on forming an LID to supplement URA funding for street improvements in the Coho/Brant neighborhood.
- L. Facilitate design and construction of Ferry Slip Road improvements to coincide with ODOT construction of the SW 35th Street Intersection project.
- M. Seek state matching funds for Phase III South Beach Urban Renewal Plan projects.
- N. Complete improvements to Safe Haven Hill tsunami assembly area.
- O. Coordinate with ODOT on alternatives analysis for replacement of the Yaquina Bay Bridge.
- P. Provide staff support to Bayfront, Nye Beach, and City Center parking districts and assist in updating the district ordinances, as needed.
- Q. Assess opportunities to implement e-permitting to streamline building services.
- R. Work with the Parks and Recreation Department to update the City's 1993 Park System Master Plan.

City of Newport

169 SW Coast Highway
Newport, OR 97365
P|541-574-3366 F|541-574-3301
<http://www.thecityofnewport.net/>



Memo

To: Spencer Nebel, City Manager

From: Timothy Gross, Director of Public Works/City Engineer

Date: 2/21/2014

RE: GOAL SETTING INFORMATION – FACILITIES AND PARK MAINTENANCE

SERVICE PRIORITIES

STATUS OF GOALS FROM FY13-14

Ongoing Goals

- A. Develop and implement a comprehensive facility maintenance and staffing plan.
Ongoing
- B. Develop and implement a comprehensive parks maintenance and staffing strategy.
Ongoing
- C. Increase utility efficiency in city parks and buildings.
Switching out many of the exterior yard lights to LED fixtures. Identifying and replacing aging HVAC units with more efficient units. (Heater at the pool)
- D. Develop in-house custodial services.
Staff have developed a plan to bring custodial services for the City Shops and the exterior bathroom facilities in-house. The plan is currently under review by the City Manager. As the process is refined, additional facilities can be brought in house in the future.

1 - 5 Year Goals

None

GOALS FOR FY14-15

2-5 YEAR GOALS

- A. Continue to develop in-house Custodial Services

- B. Conduct a Facilities assessment and maintenance plan to assist in adequately funding Facilities and to be able to conduct preventive maintenance in a timely fashion.
- C. Conduct a Park assessment and maintenance plan to assist in adequately funding Park repairs and to be able to conduct preventive maintenance in a timely fashion.
- D. Add an additional Park Maintenance staff member.

5 YEARS OR MORE GOALS

- A. Build a Park Maintenance building

City of Newport

169 SW Coast Highway
Newport, OR 97365
P|541-574-3366 F|541-574-3301
<http://www.thecityofnewport.net/>



Memo

To: Spencer Nebel, City Manager

From: Timothy Gross, Director of Public Works/City Engineer

Date: 2/21/2014

RE: GOAL SETTING INFORMATION – STORMWATER

SERVICE PRIORITIES

Stormwater is a division of the Streets Department. The primary service priorities for the Stormwater Division are to provide adequate drainage of City streets and drainage ways to prevent local flooding thereby protecting life, promoting safety, and protecting residents and businesses from property damage. Furthermore the Stormwater Division protects the receiving waters of the storm sewer system by adequately maintaining and cleaning stormwater infrastructure.

STATUS OF GOALS FROM FY13-14

Ongoing Goals

- A. Participate in emergency response committee planning process.
City staff are developing an accurate and interactive stormwater system map that will allow emergency responders to identify where storm sewer system discharge so illicit spills can be controlled before discharge to the receiving waters. This map should be available in GIS this coming year.
- B. Consider funding sources for stormwater improvement projects.
City staff have been working with Chase Park Grants and the DEQ to acquire a non-point State Revolving Loan Fund loan to repair the failing storm sewer system along Bay Boulevard and Fogarty Street.
- C. Continue to identify cross-connections and pollution sources.
In FY13/14 City staff conducted a smoke testing program to identify cross connections between the wastewater and stormwater systems. This program has generated a map of several locations where problems exist. The FY14/15 CIP will identify projects to address some of these problems. The City unsuccessfully applied for a DEQ 319 grant for \$65,000 this past year to assist with the financing of this project.
- D. Plan for NPDES requirement (illicit discharges) legislative control of stormwater system.
City staff have been occasionally participating and regularly monitoring the development of the Coastal TMDL (Total Maximum Daily Load) process which will place load restrictions on

stormwater discharged from the City's storm sewer system. The City has also been developing the programmatic components required as part of an NPDES permit including infrastructure mapping, structural BMP's, cross-connection identification and elimination programs.

1 - 5 Year Goals

- A. Develop Stormwater Master Plan.
The City is under contract with Civil West Engineering services who are currently working on a Stormwater System Master Plan for the City. The Plan should be complete sometime this coming year.

GOALS FOR FY14-15

2-5 YEAR GOALS

- A. Participate in emergency response committee planning process.
- B. Consider funding sources for stormwater improvement projects.
- C. Continue to identify cross-connections and pollution sources.
- D. Plan for NPDES requirement (illicit discharges) legislative control of stormwater system.
- E. Develop Stormwater Master Plan.

5 YEARS OR MORE GOALS

- A. Strategic replacement program for storm sewer infrastructure
- B. Implement design standards and City ordinances controlling discharge rates, water quality improvements, and erosion and sediment control for development.
- C. Implement regional water quality improvement projects to address water quality issues at major City stormwater outfalls.

City of Newport

169 SW Coast Highway
Newport, OR 97365
P|541-574-3366 F|541-574-3301
<http://www.thecityofnewport.net/>



Memo

To: Spencer Nebel, City Manager

From: Timothy Gross, Director of Public Works/City Engineer

Date: 2/21/2014

RE: GOAL SETTING INFORMATION – STREETS AND TRANSPORTATION

SERVICE PRIORITIES

The Streets Department service priority is to provide a safe, efficient, and economical transportation system for all forms of transportation including vehicles, bicycles, and pedestrians. Service priorities are established first on safety, then on volumes, of the respective transportation mode.

STATUS OF GOALS FROM FY13-14

Ongoing Goals

- A. Provide consistent funding for street improvement projects.
Street projects are currently funded through the State Fund Exchange Program and the Local Gas Tax yielding approximately \$280K in funding for FY13/14. This is sufficient for local overlays and maintenance improvements but does not provide sufficient funding for large projects as identified in the Transportation System Plan.
- B. Continue to support multi-modal forms of transportation in the City of Newport.
City staff continue to advance bicycle and pedestrian projects in the CIP including the following in FY13/14: shared lane markings (sharrows) along Oceanview Drive/Oregon Coast Bike Route; sidewalk installation at NE 3rd, Nye Street, and NW Benton/Angle Street. The City voted to support the local bus route in the FY13/14 budget.
- C. Designate and develop pedestrian and bicycle routes in association with streets, and work with the school district to create safe routes to schools.
See "B" above for sidewalk and bicycle improvements. The sidewalk development along NE 3rd Street was identified as a priority project by the School District as part of the Safe Routes to School program.
- C. Designate and develop gravel streets for paving, and develop a paving inventory and replacement program.

Benton Street between NE 8th and NE 10th was paved this year. Development of a pavement maintenance program is something we have not started, but would like to begin now that Olaf Sweetman is on staff.

- E. Develop a system to support electric/alternative fuel vehicles.
New electric vehicle fueling station was installed at the 9th & Hurbert parking lot this past year.

1 - 5 Year Goals

None

GOALS FOR FY14-15

2-5 YEAR GOALS

- A. Provide consistent funding for street improvement projects.
- B. Continue to support multi-modal forms of transportation in the City of Newport.
- C. Designate and develop pedestrian and bicycle routes in association with streets, and work with the school district to create safe routes to schools.
- D. Designate and develop gravel streets for paving.
- E. Develop a pavement maintenance program.

5 YEARS OR MORE GOALS

- A. Provide consistent funding for street improvement projects, particularly large regional capacity improvements as identified in the TIP.

City of Newport

169 SW Coast Highway
Newport, OR 97365
P|541-574-3366 F|541-574-3301
<http://www.thecityofnewport.net/>



Memo

To: Spencer Nebel, City Manager

From: Timothy Gross, Director of Public Works/City Engineer

Date: 2/21/2014

RE: GOAL SETTING INFORMATION – WATER

SERVICE PRIORITIES

The Water Department is comprised of two divisions, Water Treatment and Water Distribution. The priorities of the department are to produce an uninterrupted supply of safe and high quality drinking water, free from disease causing organisms and toxic substances. Secondary priorities are to provide good tasting and clear water.

The City provides water for domestic and commercial use, but also for fire protection. Domestic and commercial users are concerned primarily with uninterrupted supplies and high quality water. Some of the users include dialysis clinics, breweries, and laundries, requiring very high quality and clear water. Fire protection requires large volumes of water very quickly, resulting in large diameter distribution pipes and high capacity pump stations.

STATUS OF GOALS FROM FY13-14

Ongoing Goals

- A. Plan for remediation or replacement of upper and lower Big Creek dams.
The City is almost completed with the initial geotechnical analysis of the Upper and Lower Dams. The next phase will be a feasibility report defining potential costs and remediation options.
- B. Update the Water Supply System Master Plan and Comprehensive Plan (condition analysis).
The first phase of all infrastructure master plan documents is an accurate infrastructure map. In 2012 and 2013 the City developed a GPS map of the City's infrastructure. Engineering is currently refining this data and the mapping is almost completed.

1 - 5 Year Goals

- A. Implement automatic meter reading system.

City water crews have been systematically changing out old meters of various manufacturers and replacing them with Neptune meters. A propagation study has been completed identifying locations of receiving towers. Waiting for additional financing before proceeding further.

- C. Improve water system to the airport.
The Seal Rock Water District is designing a booster pump station at the northern entrance to the airport grounds to allow the City of Newport to provide them with water in an emergency. This pump station involves extending the water main south from SW 62nd Street to feed this pump station. This will give the City the ability to be able to provide City water service to the South Beach Fire Station upon completion. With an extension of water lines through the airport grounds, the City would also be able to provide water service to the rest of the airport.

5 Year Goals

- A. Switch out water meters to “radio reads.”
See above.
- B. Begin the systematic replacement of water supply lines and develop plans for future replacement.
As part of the Capital Improvement Plan, the City has budgeted dollars for water line replacement. This past year, the water line on NW 3rd Street from mid-block between NW Nye and Hwy 101, to NW Hurbert Street was replaced and upsized. The waterline feeding the Agate Beach area from north of NW 56th Street to the end of NE 71st Street is in the process of being installed.

GOALS FOR FY14-15

2-5 YEAR GOALS

- A. Plan for remediation or replacement of upper and lower Big Creek dams.
- B. Update the Water Supply System Master Plan and Comprehensive Plan with revised and up-to-date cost estimates.
- C. Develop and implement a flushing program.
- D. Implement automatic meter reading system
- E. Serve the airport with City water

5 YEARS OR MORE GOALS

- A. Systematic replacement of water mains.
- B. Redundant bay crossing waterline
- C. Seismic retrofit for water tanks
- D. Integrate all water pump stations and tanks into the SCADA system.

City of Newport

169 SW Coast Highway
Newport, OR 97365
P|541-574-3366 F|541-574-3301
<http://www.thecityofnewport.net/>



Memo

To: Spencer Nebel, City Manager

From: Timothy Gross, Director of Public Works/City Engineer

Date: 2/21/2014

RE: GOAL SETTING INFORMATION – WASTEWATER

SERVICE PRIORITIES

The Wastewater Department is comprised of two divisions, Wastewater Treatment and Wastewater Collections. The Collections division primarily ensure the safe collection of wastewater through maintenance, construction and repair of wastewater collection pipes, cleanouts, lift stations, sewer services, and other infrastructure within the public right-of-way and on public owned facilities and easements. The Treatment division primarily ensures that wastewater effluent standards are met through the operation and maintenance of the wastewater treatment plant and pump stations.

STATUS OF GOALS FROM FY13-14

Ongoing Goals

- A. Identify and reduce inflow, infiltration, and pollution.
In FY13/14 City staff conducted a smoke testing program to identify cross connections between the wastewater and stormwater systems. This program has generated a map of several locations where problems exist. The FY14/15 CIP will identify projects to address some of these problems. The City unsuccessfully applied for a DEQ 319 grant for \$65,000 this past year to assist with the financing of this project.
- B. Plan for funding for big wastewater system projects.
The City is in the process of completing a DEQ State Revolving Loan Fund loan to finance the Agate Beach Wastewater Improvements. The first phase of this project is about to be advertised replacing the force main for the Big Creek Pump Station. Total loan value is estimated to be approximately \$8.9M for 20 years at 2.54%

1 - 5 Year Goals

- A. Develop wastewater plans for service to airport.
City staff have reviewed this goal several times and it is unlikely to be feasible until additional development at the airport occurs because the existing flows are so low and the cost to build a pump station and forcemain to serve the airport is so high. This goal will be reviewed again at the situation changes over time.

- B. Develop a Wastewater Master Plan.
The City is currently under contract with Brown and Caldwell to develop the Wastewater System Masterplan. The plan should be completed sometime this coming year.
- C. Continue improvements to Agate Beach wastewater program.
Brown and Caldwell are currently working on the design for the Big Creek Pump Station and the forcemain for the Big Creek Pump Station is about to go to bid. See above for status on the financing for this project.

GOALS FOR FY14-15

2-5 YEAR GOALS

- A. Identify and reduce inflow, infiltration, and cross connections.
- B. Develop a Wastewater Master Plan.
- C. Continue improvements to Agate Beach wastewater program.

5 YEARS OR MORE GOALS

- A. Plan for improvements at the Wastewater Treatment Facility
- B. Replace the Nye Beach Pump Station
- C. Plan and implement systematic replacement of the wastewater collection system.
- D. Acquire additional property to ensure continued land application of wastewater sludge.

CITY OF NEWPORT, OREGON

MEMORANDUM

Date: February 20, 2014
To: Spencer Nebel, City Manager
From: Bob Gazewood, Interim Finance Director
Subject: Goal Setting Information

Finance Department Service Priorities:

The Finance Department has ten (10) main service priorities:

1. Collecting and recording of receipts for taxes, licenses, fees, grants and other revenues;
2. Provide for utilities billing system for water and wastewater users;
3. Provide for accounts payable system for City vendors;
4. Provide for payroll services for City employees;
5. Management of debt and investments of cash;
6. Maintain accurate financial records;
7. Preparation and distribution of financial information;
8. Provides support to city manager and City departments to prepare budgets and provide financial advice and assistance as needed.
9. Overseeing adherence to budgetary restrictions; and
10. Safeguarding of assets.

The Finance Department currently has a group of dedicated employees positioned to carry out the service priorities that are assigned or will be assigned to them. However, there are organizational, supervisory, workload, software issues, instruction and training issues that must be addressed and resolved to correct functional deficiencies where they exist. With the resolution of these issues, the Finance Department should be positioned to carry out its mission.

The overall mission of the department would be “to provide sound management of the City’s financial assets; and, to deliver timely and accurate information to the City organization and to the public requiring City services.”

Status of Goals from FY 13-14

The Finance Department shows no specific goals for FY 2013-14 or for periods thereafter so this report will include comments for the Department's "Ongoing Goals."

1. Adequately staff department:

For the most part, the department appears to be adequately staffed. However, from an adequate staffing perspective, we currently have two positions that we are concerned about. These positions are a permanent part-time position and a temporary part-time position. Both of these positions are staffed under 30 hours per week. The permanent part-time position assigned duties are the utilities billing system which is essentially full-time duties. The lack of a full-time position for these duties requires the employee doing collections, receipting and accounts receivables' functions to work overtime to pick up utilities duties that are not done due to the part-time situation. This issue is being addressed in the reorganization plan for the department including the temporary part-time position.

2. Reorganize/strengthen department:

As you will note below, there was no indication of a plan to reorganize the department other than to reassign payroll duties.

- a. Two-position cash receipts: This was an idea that no research and it appears not much thought was given to (in my opinion). There should have been an analysis of need which was not done. No consideration was given to internal control factors, no written procedures of how this process would work and accountability issues were not addressed. Until, these things are done and a determination of real need exists, I suggest this idea be removed from any goal setting process.
- b. New payroll assignment: This was accomplished during the fiscal year. I am currently assigning some special project work to the employee assigned to payroll duties to increase the position's workload.
- c. Increased emphasis on accounts receivable: I do not really understand what they actually meant to do here. This job duty was given to an employee without giving much supervision nor giving knowledge of software tools to help resolve/research accounts receivable issues. I recently reassigned this job duty to another employee and we are moving forward.
- d. Increased emphasis on agreements, contracts, RFPs, and projects: Nothing to report here on any progress or action.

3. Find a consistent method to deal with late and non-payers:

A consistent method of dealing with late and non-payers is to provide clarifying information and complete and accurate billing statements in a timely manner; to follow-up

with notices of non-payment in a timely manner; to get authorization to assess interest charges and penalties for late payment and for non-payers, if necessary; and turn non-payer accounts over to a collection agency. One of the things that has probably contributed to late and non-payers was the Finance Department's method of billing for some services. These services included airport rents and leases, airport fueling/landings, septic tank disposal, building permits and other miscellaneous services. These services were billed by invoice for current month charges only and such invoice did not include prior month(s) past due amounts. We have recently changed this process to include current and past due amounts on billing statements.

4. Strengthen the lien process:

On utility bills, we have added a statement for owners to sign acknowledging responsibility of payment where the property is rented out. Where non-payment becomes an issue, we file a lien with the County. It is very likely that the department will need to take an ordinance revision to the city council to enact lien authority on those accounts where refusal to sign the statement by users occurs.

5. Ensure that everyone understands appropriations, budgets, resources, and revenues:

This can be accomplished in a section of the budget document.

6. Implement cost control measures, specifically a purchase order system:

Nothing to report here on any progress.

As final notes to this section: (1) We are currently pursuing a complete reorganization of the Finance Department whereby some staff workload will be decreased and reallocation to other staff positions will occur. Control of functions as well as internal control factors are or will be reviewed and addressed. To date, municipal court functions and accounts receivable duties have been reallocated. (2) Caselle Clarity software training will be scheduled for Finance Staff with plans to complete training this fiscal year. (3) We hope to have the RFP for banking services issued before June 30, 2014. (4) Implement Caselle software for Municipal Court functions prior to June 30, 2014. (5) Incorporate source coding in account structure for projects in order to track project funding through the Caselle financial reporting system. Caselle figures this to be a substantial task to do so this may not be accomplished before June 30, 2014.

Goals for FY 14-15

1. Continue to work on tasks stated directly above not completed at June 30, 2014;
2. Provide an accurate budget document;
3. Provide timely and accurate monthly financial reporting;
4. Ensure audit reports for the City and NURA are timely and issued/received prior to the December 31st statutory deadline;
5. Develop the Audit Report for the fiscal year ending June 30, 2014 to a CAFR (Comprehensive Annual Financial Report). This is currently in work-in-progress;

6. Issuance of RFP for banking services (if not accomplished by 6/30/2014); RFP for audit services for the fiscal year ending June 30, 2015; and RFP for actuary services;
7. Implement Caselle software for Municipal Court (if not completed by 6/30/2014); Electronic timekeeping; Fixed Assets and Purchase Order System;
8. Streamline some work and reporting processes:
 - a. Project reporting and accounting for funds;
 - b. Grant reporting and accounting for funds;
 - c. Accounts receivables currently managed by other departments;
 - d. Review current accounts payable procedures in departments; and
 - e. Review current cash/check handling procedures in departments.
9. Debt management.

2-5 Year Goals

1. Continue to work on goals not accomplished in FY 2014-15;
2. Develop written financial policies and procedures for department operations;
3. Develop administrative rules as required.
4. Debt management.

5 years or more

Nothing at this time.



Spencer Nebel
City Manager
CITY OF NEWPORT
169 S.W. Coast Hwy.
Newport, OR 97365
s.nebel@newportoregon.gov

MEMO

DATE: February 21, 2014
TO: Mayor and City Council
FROM: Spencer Nebel, City Manager
SUBJECT: Human Resources Department Goals and Administrative Goals

Human Resources Department Goals

Status of Goals from FY 2013-14:

- A. Update employee policies.
Status: HR Manager JJ Scofield, prepared various draft polices to clean up the city's personnel handbook prior to leaving. We are currently reviewing those draft policies and upon completion of the review we will implement appropriate changes in the handbook.
- B. Initiate streamlined linear hiring process for Clarity.
Status: I do not believe this has happened. This will need to wait until we have hired a new HR position.
- C. Complete standardized interview guidelines for all departments.
Status: JJ Scofield, had spent time standardizing the guides for interviewing departmental positions.
- D. Development and implement cross-departmental injury reduction plan.
Status: The city's Safety Committee meets monthly to review all injuries and review any safety complaint and make appropriate recommendations to departments on addressing problem areas.
- E. Consider longevity increases.
Status: Nothing has been done on this matter to my knowledge.
- F. Confirm exempt and non-exempt status of all employees.
Status: The former HR manager had reviewed the various positions. I do not know if this work was finalized.
- G. Formalized salary schedules.
Status: We will be reviewing this as part of the budget process.
- H. Better understand worker compensation claims.
Status: The processing of worker compensation claims was shifted to HR to increase the consistency of processing and managing of these claims.

- I. Continually provide information to Council in a format they would like to see.

Status: I am not sure the status of this issue.

Goals for FY 2014-15:

- A. Recruit, hire, and establish a new Human Resource Specialist for the City of Newport, with that position reporting directly to the City Manager.
- B. Review the work accomplished by the previous human resource manager to determine what needs to be implemented from the FY 2013-14 goals.

Administrative Goals

Status of Goals from FY 2013-14:

- A. Continue utilizing employee surveys.
Status: The city has continued to implement various issues from the employee survey that was conducted in your half ago. A specific issues come forward the use of the employee surveys will continue as is necessary.
- B. Continue to support the City Employee Committee.
Status: The City Employee Committee is functioning well. They continue to bring up various issues of interest and issues that need resolution from the various city departments.
- C. Provide communication management training to supervisors and management team.
Status: I am not aware of any specific training on this topic at this time. However, we will review the need for this training and provided if necessary.

Respectfully Submitted,



Spencer R. Nebel

Memo

To: Spencer Nebel, Newport City Manager
From: Lance Vanderbeck, Airport Operations Manager
Subject: Goal Setting Information
Date: February 15, 2014

Airport Operations Service Priorities:

The airfield has several goals that are ongoing for 2014-2015. 1) Maintain the airfield to FAA standards according to the Grant Assurances and our part 139 airport operation certificate. 2) Continued employee training according to FAA qualifications and standards. 3) Maintain FAA wild life management plan and USDA permits for wild life hazing. 4) Maintain airfield security for users' personal safety and their assets on the airfield. 5) Maintain airfield equipment and other City Of Newport airfield assets. 6) Maintain our high level of fuel quality 7) continuing our above board customer service and best business practices. To establish repeat business for a strong customer base.

In meeting these priorities, airport staff will do FAA required daily airfield inspections, and weekly night inspections. Staff will take yearly recurrent training, and seek other airfield training to expand operations knowledge and ability. This will insure proper airfield safety for all airport tenants, military, corporate, and general aviation enthusiast. In accordance with are fuel supplier and FAA regulations; staff will maintain required daily fuel sumping to ensure product quality. Staff will also run FBO operations and help inbound aircraft with fueling, tie downs, hangar rentals, car rentals, and other general duties that are clients may need. While maintaining our positive can do attitude and pride in are airfield our customers have come to know and believe in.

Status of Goals from FY 13-14:

1. We have passed our FAA 139 inspection with flying colors for the first time in airfield history.
2. We have had lots of positive feedback and compliments from our State wide, nationwide, and worldwide pilots and users, which have flown into or driven up to the Newport Airport. They are impressed with the care of the field and improvement in our customer services they have seen. They love flying into Newport and have been telling their friends. We are the gem of the coast.
3. With us passing are FAA 139 inspection, which includes all training records. Everyone is up to speed.
4. All lease have been brought up date and currant standards. All lease are now the same for all airfield tenants. Still working with a few hangar tenants to finish signing new leases. Also waiting for new FedEx lease from lawyer.
5. FAA has approved new ARFF truck grant. Truck is being built.
6. Runway 16- 34 rehabilitation will start May 2014.
7. FBO needed repairs have been noted, and will be sent out in RFP for hopeful completion during 16-34 rehabilitation. We have added the T-hangars, and rented double wide for roof repair to this project.
8. We have FAA approval to start and update the Airports Master Plan for FY2014-2015

Status of 1-5 year goals

1. We have Car rental on field, per 2010 Airport committee Business plan.
2. We have afterhours pilot shelter, per 2010 Airport committee business plan.
3. We unable get a restaurant/café, do to county code and need upgrade to kitchen area per 2010 airport committee plan.
4. We have ONP branded merchandise for sale, per 2010 Airport committee business plan.

5. We have a Facebook page and a web page on the City web site per 2010 airport committee business plan.
6. We are waiting for direction for a permanent airport entrance sign.
7. We are waiting for Minimum standards.
8. We have been hooked up to fiber optic cable and improved WIFI capabilities.
9. Seal Rock Water District and City of Newport are building a pump station by the ARFF entrance. We are closer to get on water and sewer for future airport development.
10. Waiting on direction for pursuing another air carrier for flights or private business to run FBO.
11. We have not yet be able to build any new hangars.
12. We have an apron expansion on the CIP plan.
13. Taxi way expansion is also on the CIP plan.

Status of 5+ year goal

1. We are on line for a new master plan. It will address a 20 year block of future airport projects. That would include, the main drainage pipes, Taxi way Alpha, Apron rehabilitation, new ILS landing abilities, striping for movement and non-movement areas. Among any other FAA projects specific for our airfield or required by the FAA.

Goals for FY 14-15

1. Continue to meet and maintain our ability to adjust to ever changing Federal, State, and Local laws pertaining to and governing over airports.
2. Start and complete 16-34 Rehabilitation
3. Start and complete Master plan
4. Start and complete CIP
5. Start and complete TERP survey
6. Maintain airfield security and safety with possible camera installation.
7. Finishing goals of FBO, T-hangar, and double-wide, and fuel farm rehabilitations.
8. Continued employee training and development for both FBO and operations knowledge basis.

1 – 5 Year Goals

1. Continue to identify areas that need to be improved. That will include are operational work areas such as the Quonset hut, operations equipment, infrastructure improvements and upgrades.
2. Prep for land development and surrounding land acquisitions. For future growth and protection of the airport approach and safety areas. To also gain possible corporate business parks, hangars, and other areas of interest to improve airport sustainability.
3. Bringing in air serves to and other FBO operations of interest for the citizens of Newport to help mend damaged and tarnished feelings of the airfield.

5 years or more

1. Providing the City Of Newport and its citizens a self-sustaining airport we can all take pride in.

Goals in Information Technology – FY 2014-15

1. General
 - a. Establish a working, cross-department IT Advisory & Planning Group
 - b. Develop a long-term IT Strategic Document
 - c. Improve DR/BC recovery planning and documentation
 - d. Improve EOC IT preparedness
 - e. Keep IT hardware up to date
 - f. Provide User Training in LYNC, advanced Word and Excel
2. Departments
 - a. Support Departments in specific IT application needs
3. Security
 - a. Maintain systems security
 - b. Expand the use of facility security systems
4. Services
 - a. Refresh the public website
 - b. Increase online services
 - c. Increase internal form routing efficiencies
5. GIS
 - a. Increase the use of GIS across departments
 - b. Make GIS tools available in more vehicles

Ongoing Goals	Keep IT hardware up to date Support Departments in specific IT application needs Maintain systems security Expand facility security systems
FY 2014-15	Establish a working, cross-department IT Advisory & Planning Group Develop a long-term IT Strategic Plan document Improve DR/BC recovery planning and documentation Provide user training in LYNC, Word & Excel Refresh the public website Increase public online services Increase internal form routing efficiencies Make GIS tools available in more vehicles Improve EOC IT preparedness
1-5 year Goals	Extend fiber optics throughout all facilities