



OFFICE OF THE CITY MANAGER
City of Newport, Oregon
169 S.W. Coast Hwy.
Newport, OR 97365
541-574-0603
s.nebel@newportoregon.gov

MEMO

DATE: September 12, 2016
TO: Mayor and City Council
FROM: Spencer Nebel, City Manager
SUBJECT: Status Report for the three-week period ending Friday, September 9, 2016

Please note that during this week and next, I have scheduled Wednesday and Thursday as work at home days in order to get through a number of projects that I want to get completed before the end of this month. On those four days, I will have limited availability, but I will be checking my e-mail and voice mail at the end of each of those days, and will follow up from there. Furthermore, I will be working on Wednesday and Thursday evening, on the 7th and 8th meeting with Police personnel regarding the transition of Police Chiefs in the Newport Police Department. This schedule enables me to catch personnel at the end of the day shift and the beginning of night shift, which occurs at 7:00 PM for the department.

HIGHLIGHTS OF ACTIVITIES:

Highlights of activities over the past three weeks includes the following:

- Tim Gross, Barb James and I met with John Baker to discuss some coaching that John has done relating to working relationships within the Engineering Department to improve communications, and other personnel issue amongst all members of that department.
- Peggy Hawker, Tad Taylor and I met with Tim Meyer regarding part-time assistance for Tad during Richard's leave of absence. Tim was recommended by Pete Vince to fill this position. Tim certainly seems to possess the skill sets would be of great benefit to Tad moving forward. We have offered him this position, which he will be able to start at the end of this month, due to other obligations that he has going. This will be for up to 20 hours of work for support to IT.
- Mike Murzynsky, Barb James, Steve Rich and I met regarding a number of retirement issues. Furthermore, we are planning to do an update of the employee's retirement handbook prior to our annual meetings, which will take place in November.
- Met with Lance Vanderbeck to review Airport operations.

- Participated in a monthly luncheon meeting with the Lincoln County Manager's at Tidal Raves. This was Toledo City Manager Jay Baughman's last meeting before heading on to Utah to take a new City Manager's job there.
- Met with Tim to discuss the WaterSmart grant award. This was presented to the Council at the September 6 Council meeting.
- Met with Tim, Dave White and Barb to discuss the filling of a couple of vacancies in the Public Works Department. One of those positions would be filling a budgeted mechanic's position. I have asked for additional information regarding the cost savings that would result from less contracted work. Also it would be important to have this position responsible for maintaining records on all city vehicles to assure that regular maintenance activities occur to extend the longevity of this equipment.
- Held regular meetings with Police Chief, Mark Miranda and Fire Chief, Rob Murphy.
- Met with Barb and Peggy regarding developing a process to regularly review driving records for those employees authorized to drive city vehicles. In addition, we will be developing a policy that indicates the appropriate actions to take if a driving record is problematic for any of our employees, and to prescribe corrective actions for those who have driving issues.
- Met with Lance, Derrick Tokos, and Melissa Roman regarding the Airport Master Plan alternatives. At the last Public Advisory Committee meeting, a number of options were presented regarding what would be required to bring the Municipal Airport up to a C-1 standard. As a result of this meeting, we were going to schedule a conference call with our consultants working on the Master Plan in order to understand and work through these various issues so that an appropriate decision can be made for purposes of moving forward with the Master Plan for the Airport.
- Met with Ed Wiles to discuss a proposal from Becker and Wiles to sell the property on the south side of Angle Street, south of City Hall. As I indicated at the Council meeting, the property owners are willing to move forward with the sale, since they have an opportunity to purchase property, if they sell this property to the city. At the September 6 Council meeting, the Council scheduled a public hearing to consider the acquisition of this property.
- Met with Tad to review IT operations. So far Tad has been able to deal with most of the departmental needs in maintaining the IT system during the time that Richard is on leave. We will need to be careful about initiating new services or programs in IT.
- Steve Rich, Tim and I met to discuss the administrative hold on the Rocky Creek storage rights order. As we indicated at the Council meeting on September 6, it makes a lot of sense to work through the place making process prior to finalizing this work, particularly with the concern of some of the other water groups and county.
- Met with John Aylner regarding the trash containers located at the Meritage Condos Association. He is a resident across the street from this development. He had a number of suggestions to try and resolve this issues. We have been working with Thompson's to better regulate the use of the containers on the street since they appear to be used by more than of the individuals in the Meritage Development, which causes them to

overflow. The containers are supposed to be locked, and that does not appear to be happening.

- Tim, Barb, Jim Salisbury and I met to discuss a meeting facilitated by John Baker.
- Rob, Steve, Barb and I met to discuss a grievance and several other issues relating to the Fire Department. On the grievance, we concurred with the union to address a back-pay issue relating to a missed step for a fire fighter back in 2012. In addition, to avoid any future similar issues, we will put pay ranges right on the check stub for employee's reference. This way if they were on the wrong step of a pay grade, they would be able to indicate that to us in an earlier time-frame.
- Held a conference call with representatives from the Newport Employee's Association with LGPI to discuss the salary survey. This gave the Association an opportunity to ask questions and get answers to a number of items they had concerns about.
- Chief Miranda and I were invited to participate with a number of other cities in a meeting regarding the transient homeless population. The meeting was held at the Police Academy in Salem, which also gave Mark an opportunity to give me a tour of that facility. The meeting was called by Eugene Police Chief, Pete Kerns, and Assistant City Manager, Sarah Medary, and outlined a number of issues that Eugene has been facing. They have indicated that Eugene is dealing with a new population of transient homelessness, many coming from other states. This group is also connected through social media, and is younger more mobile population adding to the local obligations to deal with the homeless situation. There is a concern in Eugene that this younger transient homeless population's lifestyle maybe attracted to "at-risk" youths in our communities. Furthermore, there is a concern that this traveler population thwarts the enthusiasm to address some of the root causes of homelessness.

The Beaverton Police Department indicated that they see an increase in homelessness every time Portland takes action to address camps. This was reflected in the City of Sandy as well. Some actions taken by communities, included cutting off power and wi-fi at 9 PM from public buildings, eliminating smoking within parks, and eliminating smoking in the down town areas. The Chief of Police of Ashland indicated that the Ashland community has built up some capacity and has been attractive to more out of town homeless folks creating more need for services. There was discussion on prohibiting camping and creating camping areas within communities, as well as car camping. Roseburg has been aggressive in keeping camp areas cleaned out. There was a note that the traveler population is much more aggressive and demanding for services. A question was raised as to whether legalization of marijuana makes Oregon more attractive to the traveling homeless population. Furthermore, social media is playing a more important role in some of the socially connected homeless population through sites such as squattheplanet.com. It was determined that it is important to understand what information is being shared through social media to the population. There is also concern that at the last session of the legislature, there was an effort to provide protective status to the homeless population in the State of Oregon. This certainly could impact enforcement activities relating to addressing trespasses and other similar issues with this group.

There were a number of suggestions as to next steps for this group to take to identify these items. Some suggestions to be explored include connections between panhandling and the homeless population, creating better awareness among legislators of the challenges that local law enforcement, and code enforcement have. (Mark and I volunteered to provide some materials for the group's review on inviting legislators on a ride-along showing homeless camps.) Other suggestions included understanding the various populations of homeless individuals; creating a knowledge base of various practices utilized by different communities to help address homelessness, and other similar type of activities. A number of members within the group had specific assignments to follow. Chief Kerns will compile information submitted by individuals to prepare for a follow-up meeting.

- Met with Tom Webb, from the Visual Arts Center, as he continues to refine his policy for utilization of the Visual Arts building, including the allocation of costs for that use. A copy of the rental brochure is attached.
- Prepared agenda items for the September 6 City Council meeting.
- Had regular meetings with Mark, and Rob to discuss Police and Fire Department issues.
- Rob, Tim, Jason Malloy and I met with Jenny DeMaris to discuss the city's utilization of the Everbridge Notification System. As a result of that meeting, it was our conclusion that we should be converting our notification system over to the Everbridge System that is operated by the county. There is no cost for the city to do this, and the system is much easier to use from an administrative standpoint; meaning individual departments or members within those departments would have the capability of getting a message out on Everbridge. Everbridge provides notices to subscribers regarding various emergency issues within the community. In addition, the city can notify a specific area for specific type of notices through this system as well. We will continue our discussions with the county to get this system up and running. Lincoln County wants to know which cities want to participate so that they can market the availability of getting on this system to the county population as a whole.
- Met with Tad to review IT issues.
- Met with Tim, Jim Guenther and Jim Protiva on our plans to utilize the funds appropriated for improving public landscaped areas within the city to follow-up with discussions held earlier. This report went to the City Council at the September 6 Council meeting.
- City Hall was closed on Monday, September 5 in observance of the Labor Day holiday.
- Held a routine staff meeting.
- Barb, Rob, Steve and I met to discuss requests from the fire fighters regarding discussions about upcoming staff changes, due to one of the fire captains being off duty for medical reasons for up to six months.
- Participated in the regular City Council meeting on Tuesday, September 6.
- Participated in Cheryl Harle's radio show for an hour long interview on September 7.
- Met with Mark, Rob, Tad and Barb in regular departmental update meetings.
- Rob, Barb, Mitch France and I met to review the findings of the background check conducted by Mitch France on our candidate for Assistant Fire Chief/Fire Marshal, Bob

Harvey. Based on this review, we intend to proceed with the job offer. The most significant cause for concern was his decision to step down from the Fire Chief's position at the Black Forest Fire Rescue Protection District amid a major political controversial changeover of the Fire Board that was the direct employer of the chief. This political storm was precipitated by a wild land fire that took out over 300 homes in Colorado. By all accounts, there was nothing that could be done to save those homes from this wild land fire in the Fire District. This was compounded by a controversial sheriff who was instrumental in destabilizing the situation with the Fire District. This sheriff has since been indicted on a number of counts relating to his tenure as sheriff. In reviewing this entire situation, it is our conclusion that the role of Assistant Fire Chief/Fire Marshal will be far different than a chief executive position reporting directly to an elected board, and that the candidate is well qualified to serve as the Assistant Fire Chief/Fire Marshal for our Fire Department. According to Mitch's investigation in Colorado, he found many individuals that were very supportive of the actions that the Chief had taken to improve the Fire District and many of the folks involved with this nasty, political situation indicated that the Chief is a qualified and nice guy, who got caught up in political battle that was not winnable due to the tragic fire that occurred. Overall, I think that Bob Harvey will bring a significant amount of experience and expertise to help continue moving the Newport Fire Department in a very positive direction under the guidance of Chief Murphy.

- Barb, Mike, John DuBois, Steve and I met to review a number of payroll procedural issues. This is coming from our effort to develop a new timecard for Public Works, which will specifically list the hours that employees work for the city. Currently employees will put 8 hours without indicating what time they started, what time they ended, which is a little unusual in timecards. This sometimes makes it difficult for us to verify when an employee is actually on the payroll for the City of Newport. By creating a timecard with specific starting and ending times, the way we calculate and show over-time, and shift differentials, and other special pay categories on the timecard need to be specifically defined. We want to pull together these new timecards with the way that time will be paid in a draft format to meet with the NEA to share that with them to obtain comments before we finalize this work. By making the timecards more uniform and by basing these timecards on actual times worked, this should reduce the errors that are periodically made by trying to interrupt the way the timecards have been completed.
- Mike and I met to resume discussions with Oregon Coast Bank regarding Bridge Financing for the possible acquisition of property located across from City Hall. These discussions were initially held a couple of years ago when there was discussion of proceeding with this effort at that time.
- On Friday, September 9, we had our annual Employee BBQ. We had a good turnout of employees participating in that BBQ. I appreciate all the department heads for their contributions of food and time in order to treat our employees to a very special luncheon event. I apologize for the apparent short notice to the City Council. We have been working without Peggy for the past couple of weeks, and that one slipped through the cracks.
- Lance, Melissa and I met regarding the determination of the impacts on adjacent property from the alternative that would allow the Airport to handle larger jet aircraft in the future. The primary impact on property would be on the south end of the Airport, which is

primarily owned by Landwaves or various affiliates that is part of the Wolf Tree Destination Resort property. After this meeting, we participated in a conference call with our consultants. Derrick participated in the meeting with the consultants to determine what level of analysis our consultants can do as part of the Master Planning process to illustrate what impact this alternative would have on the destination resort property. W.C. Pacific indicated that they should be able to do an analysis of the impacts on this property should this alternative be selected and implemented at some point in the future at the Municipal Airport.

Upcoming Events:

- I will be attending the Annual ICMA Convention in Kansas City from Saturday, September 24 – Wednesday, September 28.
- The League of Oregon Cities Annual Conference will be held at the Salem Convention Center on September 29 through October 1st, 2016. Mayor Roumagoux, Councilors Allen, Sawyer, and Swanson, along with Steve Rich, Peggy Hawker and myself have signed up to attend.
- I will be on vacation beginning the afternoon of October 4 through Friday, October 7. Angela and I are taking a few days to celebrate our 20th anniversary.
- I will be participating in the OCCMA Board Retreat on November 3 & 4 in Silverton, Oregon.
- November 8, 2016, is election day for the Mayor, and Council positions for City government, as well as for State and Federal officials.
- City Hall will be closed on Friday, November 11 in observance of Veteran's Day.
- I will be taking a few days off in the middle of November when my brother will be visiting Newport.
- There is no Council meeting scheduled for Monday, December 19. The only regular meeting in December will be December 5, 2016.
- I will be on vacation on December 15, 16 and 19 for a quick trip to Michigan to see family before the holidays.
- City Hall will be closed on Friday, December 23 at noon, and Monday, December 26 for the Christmas holiday, since Christmas is on Sunday this year. City Hall will also be closed on Monday, January 2nd to observe the New Year's holiday (New Year's Day is on Sunday this year).

Attachments:

- ❖ Attached is a letter to the Lincoln County Board of Commissioners regarding the jurisdictional transfer of Big Creek Road.
- ❖ Attached is a memo from Rob Murphy announcing the hiring of a new Assistant Fire Chief.
- ❖ Attached is a report from Police Chief, Mark Miranda, regarding personnel changes within the Police Department.
- ❖ Attached is a summary report of transient room tax revenues collected during the Fiscal Year. Please note that the June statistics are still incomplete since we are still collecting room taxes for that period.

- ❖ Attached is an e-mail response from Patricia MCarty from the Oregon Water Resources Department granting a hold on the city's application for water rights on Rocky Creek.
- ❖ Attached is memo from Lancaster Engineering, who is the firm conducting the parking study regarding the methodology they use to collect parking data on Saturday, August 27 for this report. It is a thorough process. Unfortunately, the weather was marginal on this date, but in my driving around, there seem to be a lot of people in town on that day regardless of the weather issues.
- ❖ Attached is a three-fold brochure developed by the Oregon Coast Council for Arts for the event rental spaces in the Newport Visual Arts Center. They continue to try to promote the rental for this facility to help the bottom line for the facility, and attract other organizations to Newport to use this facility.

I hope everyone has a great week as we work our way into the fall season.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "S. Nebel".

Spencer R. Nebel, City Manager



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

August 24, 2016

Lincoln County Board of Commissioners
Lincoln County
225 West Olive Street
Newport, OR 97365

RE: Jurisdictional Transfer of Big Creek Road

Dear Commissioners,

Thank you for your efforts to date in working with the City of Newport to simplify jurisdictional issues in and around the Big Creek reservoirs. It will help tremendously as we identify how to best address the structural deficiencies inherent to both of the reservoir dams, to ensure that our community has a safe secure water supply.

I understand that on July 20, you took up the question of transferring to the City road ownership and maintenance responsibilities for the portion of Big Creek Road that was recently annexed into the city limits. This is the last step of a Memorandum of Agreement (MOA) that the City and County entered into back in 2014. The MOA envisioned that the County would make improvements to the road prior to the transfer and that there might be an ongoing maintenance agreement between the City and County. After some deliberation we elected to forgo requiring the improvements, and are prepared to take over jurisdiction of the road in its present condition.

It is my understanding that there were concerns about what the long term future was for the road. The reason we did not require the County to make improvements to portions of the road is that the City likely will have to reconstruct the road as part of whatever solution is selected to address the structural issues with the reservoirs. When we negotiated the MOA, our primary issue with the condition of Big Creek Road had to do with the guard rail. The cost of replacing the affected sections of the guard rail could be significant and if we end up moving the road in a few years, which is a possibility, then that investment in public funds would have been wasted. That is why we elected to accept the road in its current condition.

August 24, 2016

Big Creek Road is the only means of access that some property owners have to their property and we recognize that the City is obligated to ensure that access does not go away. We also appreciate that the road provides recreational access to the reservoirs and support recreational use continuing into the future. As I am sure you can appreciate, there are regulations at the state and federal level that apply to domestic water storage reservoirs. Such regulations change from time to time and could result in us having to restrict certain recreational uses at some point. The City may also need to explore limiting vehicle access for recreational users to certain locations surrounding the reservoirs to minimize nuisance impacts, such as trash and other waste being disposed of in and adjacent to the reservoirs, or to protect infrastructure associated with the solution we come up with to address the structural deficiencies at the reservoirs. At this time, the City does not plan to make any changes and we would consult with partners, such as the County, should there be a need for us to take these types of steps in the future. The City remains committed to maintaining multiple uses of the reservoir property provided that the uses of the reservoirs do not threaten the safety of the City's water supply.

I hope this information adequately addresses your concerns and we very much appreciate the assistance you and your staff have provided in helping us get to a point where this jurisdictional transfer can happen.

Respectfully yours,



Spencer R. Nebel, City Manager
City of Newport

Cc: Mayor and City Council Members
Derrick Tokos, Community Development Director
Tim Gross, Public Works Director



MEMO

Date: Wednesday, September 13, 2016

To: All Personnel

From: Rob Murphy, Fire Chief

Subject: New Assistant Fire Chief/Fire Marshal Robert 'Bob' Harvey

After over a year and a half of searching and an extensive selection process, I am pleased to announce we have selected Robert 'Bob' Harvey to be our next Assistant Chief/Fire Marshal. Bob comes to us from Monument, Colorado and has over 35 years of experience in the fire service.

Growing up and attending school in California, Bob was a volunteer member candidate with Pollock Pines Volunteer Fire Department in CA before enlisting in the U.S. Air Force as a firefighter. After 5 years of service, he was honorably discharged and went to work for Colorado Springs Fire Department. He worked for C.S.F.D. for 25 years rising to the rank of Captain and heading up their Wildland Fire Program. After working in private industry for a couple of years Bob was hired as Fire Chief for Leadville/Lake County Fire and Rescue. There he also served as the emergency preparedness coordinator for the City of Leadville. Also serving as Fire Marshal, Bob instituted a company level inspection program and implemented a "Fire Wise" program and "ready", "set", "go" wildland fire evacuation program. He worked at Leadville for four years.

Thereafter, Bob accepted the Fire Chief position at Black Forest Fire Rescue Protection District. Black Forest is an affluent, unincorporated community outside of Colorado Springs. Bob started off bringing the "Fire Wise" wildland fire prevention program to the area and was successful in coordinating response activities of several neighboring fire agencies.

On Tuesday, June 11, 2013, during "Red Flag" weather conditions, a fire broke out near Highway 83 a few miles north of Black Forest. Within 2 days the fire became the most destructive fire in Colorado history. By the time it was fully contained, about 2 weeks later, it had burned over 14,000 acres, destroyed 509 homes and claimed 2 lives. As a result of this tragic fire and the political fallout that occurred, Bob ultimately left his position as Fire Chief.

As part of the City's selection process, Bob was interviewed in Newport on two occasions by various panels. In addition, as part of the DPSST standards, a complete background check process was completed. This process included having a background investigator, who spent four days in Colorado, interview over twenty people, and conduct a lengthy and thorough interview with Bob. The fire and its aftermath were discussed at each of these interviews.

Based on the interview process and subsequent investigation, it is our belief that Bob has the right combination of experience, knowledge, and attitude to be a valuable member of the Newport Fire Department and a successful Assistant Fire Chief.

Bob is married to his wife Nancy. They have been married for 21 years. Their children are Garrett, a Sheriff's Deputy in Eagle County CO. A daughter Kelsey, who was married this weekend, and is a manager for Sherwin Williams. She is moving up in to a Corporate level position. Their third daughter, Mikaela, is a Junior at Creighton University in Nebraska pre-med and is a ROTC class commander. Their youngest daughter, Alexa, is 15-year-old high school sophomore who is a tennis and La Cross player. The family enjoy hiking, camping, boating, water skiing and traveling to visit family and foreign lands, like Italy, Germany, Prague and "even Texas" (a quote from Bob). Bob is currently a volunteer with Wescott Fire Protection District.

Please join me in welcoming Bob and his family to our community.

Spencer Nebel

From: Mark Miranda
Sent: Wednesday, August 31, 2016 5:03 PM
To: AllPoliceDept
Cc: Department Heads
Subject: Personnel Updates

Our agency is going through many hiring and staffing changes. To begin with, Officer Brad Purdom was selected as our newest Patrol Sergeant. Sgt. Purdom will begin his Patrol Sergeant duties on Sept. 1. Officer Keith Garrett will also promote to Patrol Sergeant and will begin his Patrol Sergeant duties on Sept. 16. Both Sgt. Purdom and Sgt. Garrett were selected for promotion after our recent Sergeant promotion process. While we currently only have one Patrol Sergeant vacancy, which is being filled by Sgt. Purdom, Sgt. Garrett was selected for an anticipated opening in the very near future. Sergeant Purdom and Sergeant Garrett will go through our Sergeant Training and Evaluation Program (STEP) during September.

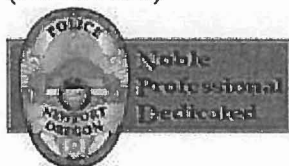
Second, CSO Jim Folmar accepted a position as a Police Officer. Officer Folmar will transfer to patrol as we near selecting his replacement. Officer Folmar will assist in selecting and training his replacement, which we are currently recruiting. Officer Folmar does not have a FTEP start date, but we anticipate his official transfer to a blue uniform in October. Officer Folmar is not scheduled to attend the Academy until January.

Next, two candidates from our recent Police Officer testing have successfully completed their background investigation. Mike Leake is scheduled for his executive interview on Sept. 1. Mike has 16 years' experience, and is currently a Patrol Sergeant at LCPD. The next candidate, Jack Dunteman, is scheduled for his executive interview on Sept. 6. Jack has limited law enforcement experience, and will be an entry level position.

We have one more entry level candidate to background from our most recent testing and his background investigation will begin soon. We anticipate additional openings in the near future, and our hiring process is currently open. We are working on boosting our recruitment process, and continuing to look for qualified candidates. If you know of anyone who you think would make a good Newport Police Officer, please give them one of the new NPD recruitment brochures. Kathleen has extra copies if needed.

Chief Mark J. Miranda

Newport Police Department
Newport, Oregon USA
(FBINA 198)



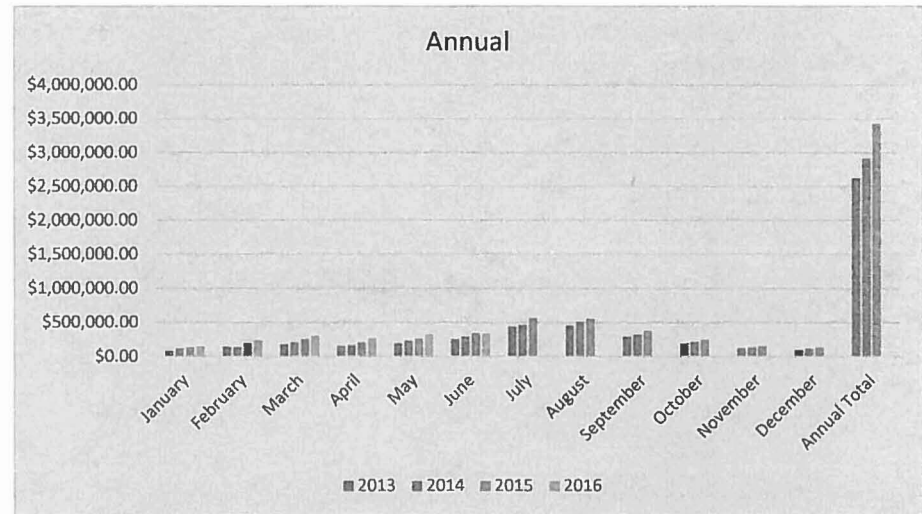
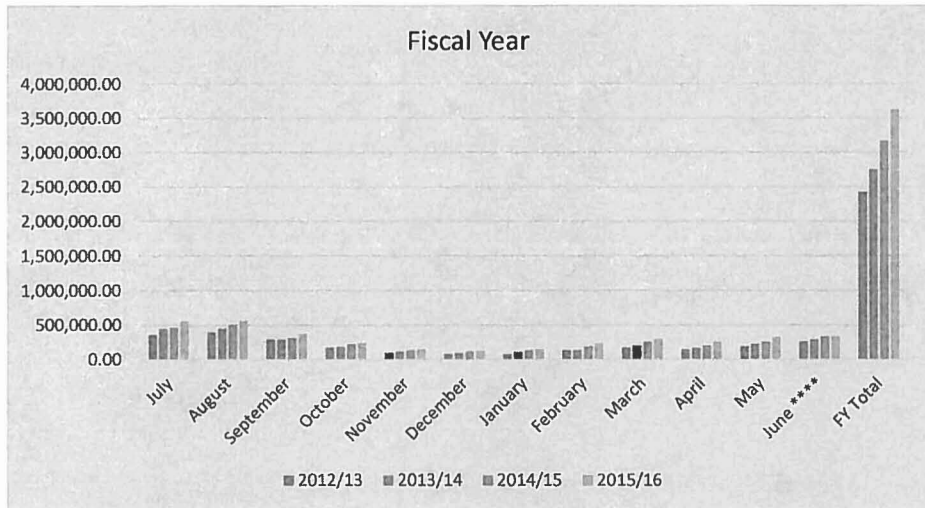
Lieutenant Jason Malloy
Operations Commander
FBINA Session 261
Newport Police Department
541.574.3348
www.newportpolice.net

**City of Newport
Transient Room Tax Revenues**

Year	January	February	March	April	May	June	July	August	September	October	November	December	Annual Total
2013	\$83,184.51	\$141,633.06	\$178,064.51	\$154,503.00	\$195,365.45	\$259,548.39	\$444,169.46	\$456,729.65	\$295,883.53	\$191,428.48	\$123,685.96	\$96,186.95	\$2,620,382.95
2014	\$112,858.62	\$139,593.00	\$202,016.86	\$166,678.21	\$231,989.22	\$289,428.34	\$465,457.39	\$511,604.77	\$319,624.95	\$220,367.99	\$138,583.98	\$119,764.20	\$2,917,967.53
2015	\$139,629.92	\$197,010.76	\$256,344.88	\$203,965.32	\$262,295.84	\$338,007.86	\$561,202.63	\$560,764.51	\$372,344.48	\$246,641.74	\$155,877.26	\$131,062.04	\$3,425,147.24
2016	\$145,998.86	\$236,423.67	\$297,031.72	\$263,618.70	\$323,795.25	\$335,173.94							

Fiscal Year	July	August	September	October	November	December	January	February	March	April	May	June ****	FY Total
2012/13	358,654.09	397,793.57	291,276.65	176,983.38	103,783.64	85,311.51	\$83,184.51	\$141,633.06	\$178,064.51	\$154,503.00	\$195,365.45	\$259,548.39	\$2,426,101.76
2013/14	\$444,169.46	\$456,729.65	\$295,883.53	\$191,428.48	\$123,685.96	\$96,186.95	\$112,858.62	\$139,593.00	\$202,016.86	\$166,678.21	\$231,989.22	\$289,428.34	\$2,750,648.28
2014/15	\$465,457.39	\$511,604.77	\$319,624.95	\$220,367.99	\$138,583.98	\$119,764.20	\$139,629.92	\$197,010.76	\$256,344.88	\$203,965.32	\$262,295.84	\$338,007.86	\$3,172,657.86
2015/16	\$561,202.63	\$560,764.51	\$372,344.48	\$246,641.74	\$155,877.26	\$131,062.04	\$145,998.86	\$236,423.67	\$297,031.72	\$263,618.70	\$323,795.25	\$335,173.94	\$3,629,934.80

**** NOTE: WE ARE STILL COLLECTING ROOM TAXES FOR THE 2015-16 FISCAL YEAR!!



Spencer Nebel

From: MCCARTY Patricia E <patricia.e.mccarty@state.or.us>
Sent: Friday, September 09, 2016 9:52 AM
To: Tim Gross; 'patricia.e.mccarty@state.or.us'
Cc: Adam Sussman; BURRIGHT Harmony S; 'Jeanne Nyquist'; Shirlene Warnock; Spencer Nebel
Subject: RE: Request for administrative delay - Rocky Creek water right application R-88041

Mr. Gross,

Water Resources will take no further action on this application for a period of 180 days. At the end of that period, application processing will resume.

Sincerely,
Patricia McCarty
Protest Program Coordinator
Oregon Water Resources Department
(503) 986-0820

From: Tim Gross [mailto:T.Gross@NewportOregon.gov]
Sent: Wednesday, September 07, 2016 11:37 AM
To: 'patricia.e.mccarty@state.or.us'
Cc: Adam Sussman; BURRIGHT Harmony S; 'Jeanne Nyquist'; Shirlene Warnock; Spencer Nebel
Subject: Request for administrative delay - Rocky Creek water right application R-88041

Patricia,

Thank you for chatting with me yesterday and for the helpful information you provided. The City of Newport would like to request a 6 month administrative hold on the Rocky Creek water right application R-88041.

Two letters were received by the City from Stewards of Rocky Creek and the Mid-Coast Watersheds Council requesting that the application be placed on hold for the duration of the Place-Based Planning effort. OWRD has communicated to the City that it is not their intention that the Place-Based Planning process cause any organization to put their water planning efforts on hold. Rather, the Place-Based Planning process is intended to discuss regional water issues and impacts, and not overly focus on the merits of any particular water project. That said, the City of Newport is in a unique position as a co-convenor of the Place-Based Planning effort with OWRD. Although I would not expect another organization to act in a similar nature, I think it is in the best interest of the City, and for the Place-Based Planning process, if the City requests a 6 month administrative hold on the application of Rocky Creek, so that the Place Based Planning process can get underway. An administrative hold on this application would allow the Place-Based Planning exercise to start in a collaborative fashion without being dominated or overshadowed by the Rocky Creek project, it would show good faith by the City that we are interested in discussing the regional implications of Rocky Creek as a water source, and the planning process may answer and/or address some of the points raised in the protest to the final order by WaterWatch and the letters received by Friends of Rocky Creek and the Mid-Coast Watersheds Council.

Thank you for your consideration of this request.

Timothy Gross, PE
Public Works Director/City Engineer
City of Newport
169 SW Coast Highway
Newport, OR 97365

MEMORANDUM



**LANCASTER
ENGINEERING**

321 SW 4th Ave., Suite 400
Portland, OR 97204
phone: 503.248.0313
fax: 503.248.9251
lancasterengineering.com

TO: Derrick Tokos
FROM: Gwenevere Shaw, Brian Davis
DATE: August 17, 2016
SUBJECT: Data Collection — Route Descriptions

Introduction

This memorandum is written to provide details in regards to the data collection routes in each of the three study areas: Bayfront, Nye Beach, and City Center. Peak season data collection will occur on Saturday, August 27 and will consist of seven routes, around 1.5 to 2 miles each, split amongst the three study areas. Each route will be walked each hour between 10:00 AM and 8:00 PM and license plate information will be collected for each parked vehicle. With this data, the occupancy, turnover, and unique vehicles served will be determined. This data will be collected using tablets to ensure accurate and reliable information is gathered.

Some additional “spot checks” will be performed on Thursday, August 25 to provide insight into the weekday demand. These spot check locations are spread throughout the three study areas and will be conducted in the 12:00 to 1:00 PM hour, the 7:00 to 8:00 PM hour, and during the late night period (approximately 9:00 to 10:00 PM). Only vehicle counts will be taken (i.e. no license plate data) to determine the occupancy during the peak weekday hours.

The following pages provide maps and detailed descriptions of the routes and spot check locations for each study area.



City Center

The City Center is the smallest study area and Saturday data collection will be conducted in a single route, approximately 1.5 miles in length. It consists of Coast Highway between Alder and Angle Streets; 7th Street between Alder and Hurbert Streets; 9th Street between Lee and Angle Streets; Alder Street and Hurbert Street between 7th and 10th Streets; Lee Street between 2nd and 9th Street, and the quasi-street/parking lot on Angle Street between Coast Highway and 9th Street. Figure 1 shows the route, with it starting and stopping at the northwestern corner of the intersection of Coast Highway and Hurbert Street.

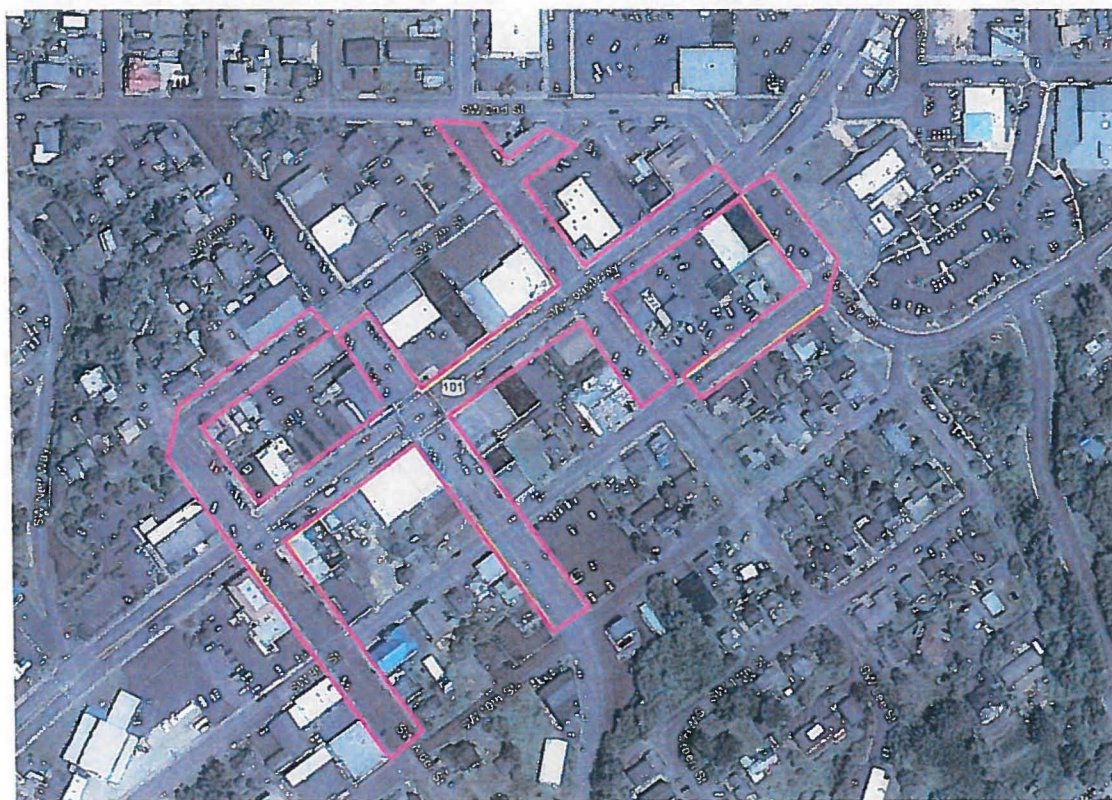


Figure 1. City Center Saturday Data Collection Route

Thursday spot checks will examine the occupancy on either side of the roadway for one block in each direction of the intersection of Coast Highway and Hurbert Street. Additionally, observations of the number of vehicles parked in the existing City Hall/Recreation Center parking lot, the parking lot on the corner of 9th and Hurbert, and the parking lot just south of 10th Street on Canyon Way (technically part of the Bayfront study area, though physically closer to the City Center spot check locations). Figure 2 on the following page shows these spot check locations.

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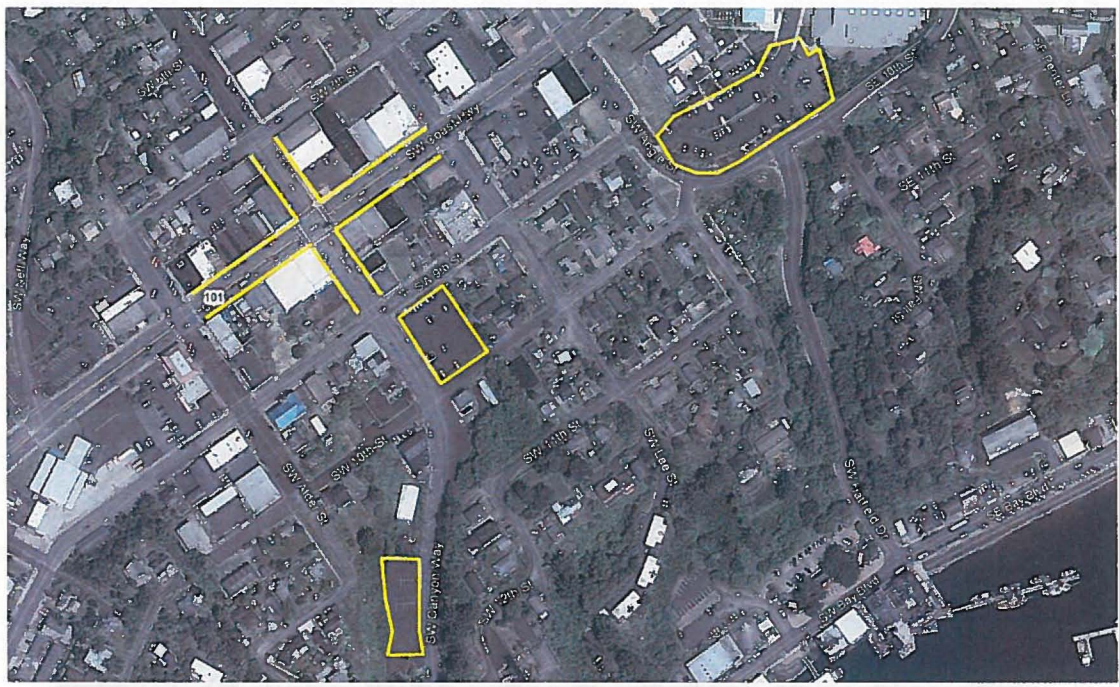


Figure 2. City Center Weekday Spot Check Locations

Nye Beach

Nye Beach has the unique feature of having commercial businesses, full-time residents, and a large short-term rental market. Data collection for Nye Beach will be split up into four routes. Figure 3 on the following page shows each of the routes.

Route A (indicated in blue in Figure 3) consists of 2nd Street between Elizabeth Street and Hubert Street; Olive Street between Coast Street and Hubert Street; Brooks Street between 3rd Street and 2nd Street; and Coast Street, High Street, and Brooks Street between Olive Street and 2nd Street.

Route B (green) consists of Coast Street and Cliff Street between 3rd Street and Olive Street; Olive Street between Coast Street and Cliff Street; Elizabeth Street between Cliff Street and following the curve to 2nd Street; 2nd Court, 2nd Street, and 1st Street between Coast Street and Cliff Street. Additionally, vehicle counts at both the Don Davis Park and Performing Arts Center parking lots will be included in Route B.

Route C (yellow) consists of 3rd Street between Cliff Street and Nye Street; Coast Street between 3rd Street and Beach Drive; High Street and Hubert Street between 6th Street and 3rd Street; and the



Nye Beach Turnaround (i.e. Beach Drive and the parking lot). Additionally, vehicle counts at the Visual Arts Center parking lot will be included in Route C.

Route D (purple) consists of Coast Street between 9th Street and Beach Drive; Alpine Street north of Beach Drive; 6th Street between Alpine Street and Hurbert Street; 8th Street between Coast Street and Spring Street; and Spring Street between 9th Street and 8th Street.



Figure 3. Nye Beach Saturday Data Collection Route

Thursday spot checks will examine the occupancy of the Nye Beach Turnaround, Coast Street between 2nd Street and 6th Street, and 3rd Street between Cliff Street and Hurbert Street. Figure 4 shows these spot check locations.



Figure 4. Nye Beach Weekday Spot Check Locations

Bayfront

The Bayfront presents the most nuanced challenge as it sees demands from both tourists and locals. Data collection for Bayfront will be split up into three routes. Figure 5 on the following page shows each of the routes.

Route A (yellow) consists of 13th Street west of Bay Street; Bay Street between 13th Street and Bay Boulevard; Bay Boulevard between Bay Street and Fall Street; and Fall Street northwest of Bay



Boulevard and continuing up Canyon Way to 10th Street. Additionally, both vehicle volumes and license plate information for the large parking lot in this section of Bay Boulevard will be collected included in Route A. The small lot off of Fall Street will also be included in Route A and only vehicle counts will be observed (i.e. no license plate information).

Route B (green) consists of Bay Boulevard between Fall Street and Hatfield Drive; the small section of Hurbert Street northwest of Bay Boulevard; and Hatfield Drive between Bay Boulevard and 10th Street. Additionally, the parking lots off of Lee Street and Hatfield Drive will also be included in Route B and only vehicle counts will be observed (i.e. no license plate information).

Route C (blue) consists of Bay Boulevard between Hatfield Drive and Moore Drive; and Fogarty Street between Bay Boulevard and 4th Street. Additionally, a number of lots along the route will also be included in Route C and only vehicle counts will be observed (i.e. no license plate information).



Figure 5. Bayfront Saturday Data Collection Routes

Thursday Spot Checks will examine the occupancy of two key sections of Bay Boulevard as well as the large parking lot at the western end that serves both short and long term users. Figures 6 and 7 on the following page show these spot check locations.



Figure 6. Bayfront West End Weekday Spot Check Locations

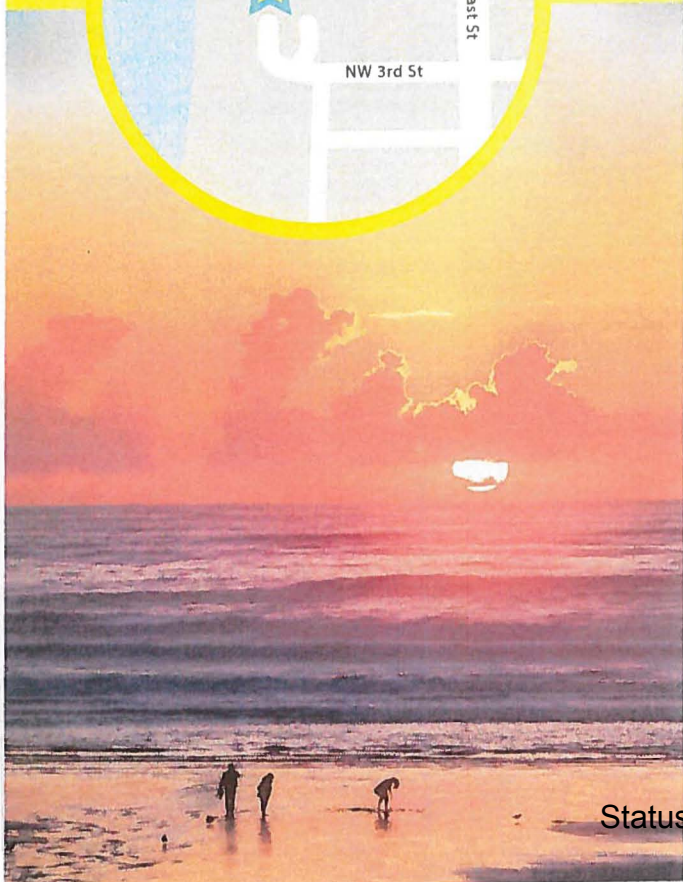
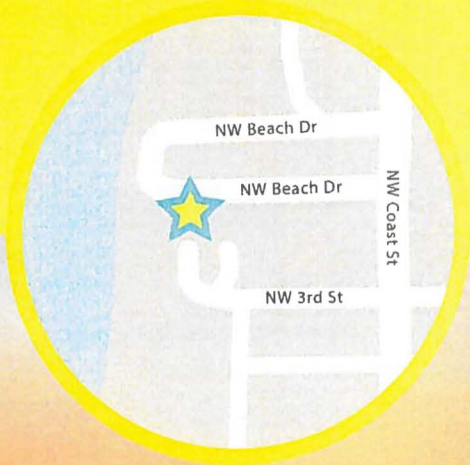


Figure 7. Bayfront East End Weekday Spot Check Locations

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