

CITY OF NEWPORT
EMERGENCY ORDER NO. 2020-12

WHEREAS, the Governor of the State of Oregon declared a state of emergency for the state on March 8, 2020, finding that COVID-19 created a threat to the public health and safety and constituted a statewide emergency; and

WHEREAS, the City of Newport staff began meeting in early March regarding planning for a response to the COVID-19 emergency in Newport; and

WHEREAS, on March 16, 2020, the City Council of the City of Newport ratified the temporary declaration of emergency made on March 13, 2020; and

WHEREAS, Newport staff took, and continue to take, actions in an effort to “flatten the curve” of the COVID-19 virus, and by this Order, document those actions that include:

I, Spencer R. Nebel, City Manager, hereby order:

April 16, 2020 Approved a temporary City of Newport Water, Sewer, Stormwater COVID-19 Account Payment Deferral Program for Commercial, Multifamily, and Nonprofit Entities, as attached.



Spencer R. Nebel, City Manager

Dated: April 16, 2020

City of Newport Water, Sewer, Stormwater
COVID-19 Account Payment Deferral Program
For Commercial, Multifamily, and Nonprofit Entities
Thursday, April 16, 2020

The City of Newport is offering a payment deferral program related to the city utility billings issued for April, May, and June 2020. This deferral can be requested by completing an application with the city's Finance Department (Attachment A). The city has created this program for those affected by the economic shut down due to the Oregon Governor Kate Brown's Executive Orders 20-3 through 20-20, and City of Newport's Emergency Order 2020-10 related to the COVID-19 pandemic. Please note, the city will not shut off the water services and/or will not bill late charges related to these billings once an agreement is completed and approved. The following are the rules for this deferral program.

Invoices received in April, May, and June 2020 can be deferred until July 2020. Beginning July 1, and no later than July 15, 2020, one-third (1/3) of the total deferred amount will be due along with the current bill. In August, the second one-third of the deferred amount, PLUS the current billing will be due no later than August 15. In September, the final one-third total deferred amount, plus the current billing will be due no later than September 15.

However, should you receive any assistance from the Small Business Association (SBA) or other assistance (or both) local or state, these rules apply.

If you have applied for a SBA \$350 billion Paycheck Protection Program (PPP), please answer yes on agreement form.

For any other assistance from local government or state agencies, the deferred utilities must be satisfied first. Please contact the city if there are priorities that supersede this parameter.

Again, this program is for commercial, multifamily, and nonprofit entities affected by the COVID-19 pandemic. The city will work with each organization through an application process. To apply for a deferral of city utilities please complete the form labeled Agreement - Commercial, Multifamily, and Nonprofit entities. Should you have any questions on the form or the program please contact Richelle at 541.574.0617 or email her at or utilitybilling@newportoregon.gov.

Send completed form to:
City of Newport Finance Department
169 SW Coast Highway
Newport, OR 97365

Or email to: utilitybilling@newportoregon.gov.

Deadline: Due no later than April 29, 2020 at 5:00pm.

City of Newport Utilities

169 SW Coast Highway

Newport, OR 97365

541-574-0611

**COVID-19 UTILITY DEFERRED PAYMENT AGREEMENT – COMMERCIAL,
MULTIFAMILY, and NONPROFIT ENTITIES**

Business Name: _____

Business License Number (s): _____

Owners Name _____

Service Address: _____

Mailing Address: _____

Email address: _____

City, State, Zip Code: _____

Daytime Phone: _____ Evening Phone: _____

Have filed with Small Business Association for the Payment Protection Program? _____ Yes/No?

Have filed other assistance from state or local agencies? _____ Yes/No?

I agree to the following Payment Plan:

First payment, due no later than 7/15/20 one third of deferred amount due plus current invoice.

Second payment, due no later than 8/15/20 one third of deferred amount due plus current invoice.

Third payment, due no later than 9/15/20 one third of deferred amount due plus current invoice.

Signature

Date

Due to COVID-19 pandemic, the city has agreed to halt late fees and shut offs until July 2020 for any customer entering into a utility deferred agreement. Note: all accounts past due now and before March 2020 must make a good faith payment agreement in order to qualify for this deferral program.

Internal use only – to be completed City of Newport Finance Department

City Staff Signature

Date

Agreement complete? _____

Initials

Date