

**WALDPOR CITY COUNCIL  
FEBRUARY 18, 2020  
MEETING NOTICE AND AGENDA**

The Waldport City Council will meet at 6:00 p.m. on Tuesday, February 18, 2020 in the City Council Meeting Room, 125 Alsea Highway to take up the following agenda:

1. CALL TO ORDER & ROLL CALL
2. PUBLIC COMMENTS/PRESENTATIONS
3. DISCUSSION/ACTION ITEMS:
  - A) *Goal Review*
  - B) *Other Issues*
4. COUNCIL COMMENTS AND CONCERNS
5. GOOD OF THE ORDER
6. ADJOURNMENT

The City Council Meeting Room is accessible to all individuals. If you will need special accommodations to attend this meeting, please call City Hall, (541)563-3561, during normal office hours.

\* Denotes no material in packet

Notice given this 14<sup>th</sup> day of February, 2020

Reda Q. Eckerman, City Recorder



## **CITY COUNCIL MEETING AGENDA COVER SHEET FOR DISCUSSION / ACTION**

**TITLE OF ISSUE:** Goal Review Discussion

**REQUESTED BY:** City Manager

**FOR MEETING DATE:** February <sup>18</sup>/~~13~~, 2020

### **SUMMARY OF ISSUE:**

The City Council has been updating its goal statements on an annual basis for the past several years. Considering all that has been happening over the past year, this item is once again to review the goals in anticipation of budget preparation and setting priorities for the year.

### **STAFF RECOMMENDATION or ACTION REQUESTED:**

Review 2019 goals and provide direction to staff as necessary.

### **BACKGROUND:**

The City Council adopted its goal statements at the meeting on April 11, 2019 (attached). Much has happened over the past year, some of which was anticipated, some of which was not, so it's prudent to review what is transpiring and situations that may influence the City's priorities.

### **Resources / Revenues**

The City receives its revenues from the following primary sources:

1. Taxes or Fees. These include property, franchise, transient room, and marijuana taxes. Also lumped into this category are business licenses, State revenue sharing, court fines, planning fees, library fees, Library District revenues, community center rentals and vendor fees, lease payments for the former Public Works shop. The City also receives road district taxes and urban renewal tax increment.
2. Utility Rates. These include water and wastewater rates.
3. System Development Charges. These are for new development.
4. Grants and Contributions. These are highly variable and not budgeted until approved.

The key points to understand are that i) tax and fee revenues are generally static and finite, and ii) utility rates have typically been increased annually by resolution based on CPI (inflation) data.

As stated in the 2019 budget message and during the Budget Committee meeting in May, during the Water Meter agenda item at the Council meeting on November 14, 2019, and most recently at last month's Council meeting, annual inflationary increases are not keeping pace with actual costs for materials, services, and labor. Adjustments will be necessary in moving forward – staff is planning on bringing this matter to Council for review and decision at its March meeting, as we are preparing a proposed budget with increases based on actual costs and projected needs, not an average annual index that does not reflect reality. We will also be projecting increases that will be necessary to fund projects specified in the Water Master Plan.

Utility rate increases for the Water Meter Replacement Project are being considered at today's meeting in a subsequent agenda item – more information on that issue is in the Council packet.

Although staff and our legal counsel have not had the time to fully jump into the franchise agreements related to telecommunications, this should hopefully be addressed in 2020.

### **Services / Expenditures**

The City needs and desires to fund a variety of services and programs, and the citizens expect them to be provided. The attached paper identifies the range of services that may be provided. The keys are to prioritize these services for planning, funding and implementation, and to strive towards the expectations of the citizens aligning with the City's priorities and spending.

The following items describe various changes in activities, programs, and staffing, including:

- Extraordinary Water Fund Costs
- Land Use Planning
- Parks and Facilities Maintenance
- Wednesday Market/Community Center Events
- Code Compliance
- Engineering Design and Planning Documents

### **Extraordinary Water Fund Costs**

The City had to pay for relocating water lines for the ODOT McKinney Slough Bridge Project. Also, litigation over the water tank construction is an albatross weighing us down. The stress on the Water Fund has been evident, and now the General Fund has loaned monies to it. Hopefully this will end (soon) positively in the City's favor. Until then we await the court's decision.

Both projects combined cost the City nearly \$1 million, all done without an additional increase in water rates. Unfortunately, they have consequently reduced our ability to do other projects.

#### Land Use Planning

The City has contracted with the Cascades West Council of Governments ("COG") for planning services. The office hours will be Monday, with eight other hours of service throughout the week. We will contract with Larry Lewis to finish up specific projects. The Planning Commission is finishing up its work on a variety of Development Code updates.

#### Code Compliance

We are still waiting for a written proposal from the Lincoln County Sheriff's Office regarding contracting with the City to perform code compliance. Another option is to seek a proposal from TCB Security, which is also proposing to the City of Yachats. In any event, code compliance services by the County or TCB may impact the budget and be one of those trade-off items discussed in combination with paying for services and materials related to the property portfolio.

#### Parks and Facilities Maintenance

As noted in the following major section, the City is expanding its real estate portfolio, and we have been evaluating our budget accordingly. Public Works is looking to add to its full-time staff, rather than continuing contracted work and hours through a temporary agency. This will allow us more flexibility while also providing continuity of service in parks and facilities.

#### Wednesday Market/Community Center Events

The City's market manager will not be returning in 2020, leaving a void. The current year budget appropriates about \$9,000 in vendor fees and \$6,500 for market and community center events.

I have been advised by our insurance agent that, if the City runs the market as it has, we open ourselves up to liability and workers compensation claims. Another more prudent approach may be to contract out the market to a non-profit or community group, charging a fee or rent. The risk would be transferred to a third party with appropriate insurance commensurate with the risk, who would then finance and operate the market. This entity could also manage events and users at the community center, relieving our Library Director of this role to focus on the library.

#### Tourism Facilities and Promotion

The City increased the transient lodging tax, and 70 percent of the 2 percent increase must be utilized for tourism facilities or promotion. The FY 2019-20 budget earmarks \$25,000 for tourism. The initial idea was to possibly use these funds on the Alsea Bay Bridge Interpretive Center, but the City does not currently control this facility. Other potential uses for this funding are open for discussion or just let the account grow for the time being and decide later.

Engineering Design and Planning Documents

The City has completed its Parks, Recreation, and Trails Plan (2016), its Water Master Plan (2019) and its Transportation System Plan (2020). The Wastewater Master Plan is in progress. These plans set forth projects, costs and potential phasing for the next 20 years. The City is also furthering the engineering design for the Industrial Park and Crestline Drive sidewalks.

City and Community Facilities and Properties

The City owns the following properties (not counting those dedicated to water/sewer utilities):

- City Hall and Central Oregon Coast Fire HQ (lease ends 2022)
- Waldport Library, Community Center, and Waldport Museum

In the past several years, the City has acquired the following properties:

- The Public Works shop and facility, located out of the tsunami zone in the Industrial Park (leading to the former Public Works property being leased)
- The 12-acre “Open Space” former Waldport High School site
- The former Umpqua Bank building and property

In addition, the City is in progress on the following potential acquisitions (with status):

- Donation of land from Land & Sea to add to our Crestline park system – awaiting final map approval and recording, and quit claim/warranty deed transferring the land
- Potential transfer of the Alesia Bay Bridge Interpretive Center – pending ODOT
- Donation of land from Izaak Walton League to add to our connecting trail system – City executed a Letter of Intent (LOI) with the owner
- Potential acquisition of vacant property owned by Oregon Coast Community College – in discussions with Central Oregon Coast Fire District and College

The FY 2019-20 City budget appropriated the following for property services:

Budget Cost Item (Fund)	Amount	Notes/Comments
Building Reserve (General Fund)	\$50,000	Interfund loan to Water Fund
Supplies, Utilities, Insurance, Maintenance (GF)	37,700	
Library Materials & Services (GF)	20,000	Supplies, utilities, maintenance
Library Space Planning (GF)	11,200	In progress
Library Reserve (GF)	58,035	For new library
Parks Materials & Services (GF)	34,500	Includes \$30k for maintenance
Parks Capital Outlays (GF)	18,600	Disc Golf, Lint Trail, Open Space
Community Center Materials & Services (GF)	36,000	Includes tables/chairs/market costs
Facility Costs & Reserve (Tourism)	22,500	For Visitor Center; reallocate or hold?

Budget Cost Item (Fund)	Amount	Notes/Comments
TOTAL RESERVE & CAPITAL	138,835	Includes library space planning
TOTAL OPERATING (NON-PARKS)	93,700	
TOTAL OPERATING (PARKS)	34,500	
TOTAL TOURISM	22,500	Includes tourism reserve
<b>GRAND TOTAL</b>	<b>\$288,535</b>	<b>33% of General Fund Revenues</b>

The currently budgeted amounts are more than likely less than adequate for covering needed expenditures, which leads to deferred maintenance and tabling of purchases. When discussing goals and strategic planning for now and the future, the City should consider that i) existing buildings are aging and will require more maintenance and repairs over time, and ii) adding properties and buildings will increase costs and create pressure on the General Fund – this includes facilities and land for parks, recreation, and trails that will need to be maintained. This also means that other existing or desired General Fund programs may be impacted. In other words, budgetary trade-offs may be necessary as facilities and properties expand.

As the City adds properties costs will increase, and there should be a tangible plan for use and/or disposition of assets. The following provides some thoughts to frame the discussion:

Disposition and Use of Properties

City Hall, Library, and Museum all need new homes, and the Central Oregon Coast Fire District as well (housed in a large part of City Hall building). The City owns all three buildings, as well as the Community Center, and the City recently acquired the former Umpqua Bank property.

The City is also in discussions about the Alsea Bay Bridge Interpretive Center and property currently owned by the Oregon Coast Community College. The table below includes City assets (existing and potential) along with prospective uses and comments for discussion:

Building/Property	Prospective Uses	Notes & Pros/Cons
City Hall	City Hall or Expanded Library	Building is antiquated and needs upgrading and remodeling to be functional, secure, and state-of-the-art
Fire Station/HQ	Relocated Library	Lease through 6/30/22; seems a good footprint and structure for library use; if City Hall stays put would need to expand building footprint and size
Library	TBD – Museum or Sell/Dispose	Old building & obsolete; too small and at full capacity; maintenance/repair costs increasing; inadequate on-site parking and difficult circulation
Community Center	Community Center	See above on Market; General Fund subsidizes; Meals/COG splits repairs

Building/Property	Prospective Uses	Notes & Pros/Cons
Museum/Annex	TBD	Lease expired 2019, now month-to-month; shall not be sold or conveyed by City; if used for anything other than "public" shall revert to County
Former Bank	City Hall Non-profit Other	Good building; on the smallish side; least expensive option for City Hall; if RFP is pursued, ensure that receiving organization is qualified and that there is a firm performance schedule with specific targets and milestones
Alsea Bay Bridge Center	Visitors Center & Gift Shop/Chamber/Museum	Prominent location in City; deferred maintenance; upgrades needed
College Property	TBD	Located in local tsunami evacuation zone (L/XL scenario); due diligence for site planning, environmental/geotechnical; costly option for relocating City Hall (the State does not designate a city hall as an "essential facility" for emergencies)

Emergency Operations Center(s) – EOC / Fire Services

There has been discussion about the need for City Hall to be moved outside of the tsunami impact zone, to be able to function and operate after a large-scale Cascadia event. While this is certainly true – that the City will need to be operating as soon as possible and practical after a disaster – please note the following considerations about EOC and fire services:

1. The City has relocated Public Works to outside the tsunami zone and we are paying off a loan for this purchase. The City continues to enhance operations and EOC capabilities at this location. There would be room for City EOC operations there if needed.
2. City Hall functions and important documents are now mostly shifted into "the cloud," and the soon-to-be newly purchased and installed accounting/utility software is another step in this direction. City staff would be able to mobilize and access this information from anywhere, if electrical power and other technical support systems are operational.
3. The Fire District will have its own independent EOC, offering another possible location. Fire District also needs presence downtown – corner of former bank property an option.
4. By staying in old town, City Hall remains accessible and in the heart of the community. There may be opportunities in the future for two "hearts," with one also on the hill.
5. If the City wants to invest in additional EOC infrastructure, a mobile trailer is an option to consider, at substantially lower cost and with greater flexibility than a new building.

Attachments: City of Waldport 2019 Adopted Goals  
 Handout: What Services Do Oregon Cities Provide?

**CITY OF WALDPOR GOALS**

I) OVERALL GOAL STATEMENT	Classification / Priority	Partners	Constraints & Opportunities	Timeframe (from 2019)	UPDATE 2019 / OBJECTIVES
<b>ADMINISTRATION &amp; GENERAL</b>					
<p>A) Evaluate City and community facilities, in conjunction with other organizations or agencies as needed</p> <ol style="list-style-type: none"> <li>1) Library</li> <li>2) Community Center</li> <li>3) City Hall</li> <li>4) Fire Station</li> <li>5) Museum/Museum Annex</li> <li>6) Alsea Bay Interpretive Center</li> <li>7) Umpqua Bank Property</li> </ol>	Ancillary / High	Fire District, Library, Museum, ODOT, Chamber of Commerce	<p>Museum lease up 2019</p> <p>Fire Hall lease up 2022</p> <p>Opportunities for relocating or co-locating of facilities ("domino effect")</p> <p>Opportunity to obtain ODOT and Umpqua Bank properties</p> <p>Limited General Fund</p>	6 months – 2 years	<p>Evaluate relocating fire station and city hall out of tsunami zone, including:</p> <ol style="list-style-type: none"> <li>1. Settle on purchase price of property from OCCC</li> <li>2. Prepare framework for transaction, partnership</li> <li>3. Start due diligence, design, pre-construction and financing project</li> </ol> <p>Acquire from ODOT Alsea Bay Interpretive Center:</p> <ol style="list-style-type: none"> <li>1. Transfer</li> <li>2. Declare as surplus</li> </ol> <p>Consider forming a not-for-profit organization such as a Community Development Corporation/Agency</p> <p>Acquire Umpqua Bank property and Alsea Bay Interpretive Center and determine/solicit uses</p> <p>Analyze library programs and functions and consider options for new facility</p> <p>Consider domino effect of building use restructuring</p>

Goals – UPDATE 2019

I) OVERALL GOAL STATEMENT	Classification / Priority	Partners	Constraints & Opportunities	Timeframe (from 2019)	UPDATE 2019 / OBJECTIVES
B) Consider and implement new revenue sources  C) General Fund Priorities	Ancillary / Medium  Primary / High	Utilities/franchisees	Limited General Fund	1 year	Transient lodging tax increased from 7% to 10%  Prepare evaluation and summary of all existing franchises and regulations  Review laws and rules; consider new franchises with Peak Internet and Southwest Lincoln County Water District  Analyze, evaluate and prioritize general fund programs and requirements
D) Analyze and evaluate program changes or enhancements to: 1) Code Enforcement 2) Asset Management / Facilities	Ancillary / Medium to High	County (Code)	Limited General Fund	1 year	Analyze and evaluate programs or services  Analyze and evaluate complaint-driven versus pro-active enforcement
E) Develop communications policy and procedures	Ancillary / Low			1 year	Ongoing; City Recorder attended on-line webinar regarding social media Written policies to be developed
F) Continue to develop and implement information technology, risk management, public safety and security program	Ancillary / High	Sheriff's Office, Citizens' Patrol CERT, CIS Oregon COG	Limited General Fund	Ongoing	Brown and Brown hired as 3 <sup>rd</sup> party insurance agent  Apply CIS on-line classes  Develop cybersecurity policy; develop Enterprise Risk Management program  Evaluate IT options/RFP

Goals – UPDATE 2019

I) OVERALL GOAL STATEMENT	Classification / Priority	Partners	Constraints & Opportunities	Timeframe (from 2019)	UPDATE 2019 / OBJECTIVES
G) Continue staff development and training, and succession planning	Ancillary / High	COG, County, other small coastal cities	Pending retirements Flat organizational structure with limited resources	Ongoing	Continue cross-training and staff development  Develop continuity/succession planning
<b>COMMUNITY SERVICES &amp; LIBRARY</b>					
A) Implement Parks, Recreation & Trails Master Plan	Primary / Medium-High	OCVA, State Parks	Limited General Fund	Ongoing	<p>Completed grants for Lint Slough Trail &amp; Wazyata Access; completed Disc Golf Course</p> <p>Continue seeking funds to build trails and connecting loop system</p> <p>Obtained "Open Space" from School District; evaluate use alternatives, including radio-control car course requested by RC club – hold discussion in April</p> <p>Acquire properties when and if available, if they help meet goas &amp; objectives of the plan (e.g., Land &amp; Sea, Isaak Walton)</p> <p>Develop maintenance plan</p> <p>Analyze, evaluate and prioritize options for new projects/programs that support Parks/Rec/Trails</p>

Goals – UPDATE 2019

I) OVERALL GOAL STATEMENT	Classification / Priority	Partners	Constraints & Opportunities	Timeframe (from 2019)	UPDATE 2019 / OBJECTIVES
B) Enhance library operations and programming	Primary / Medium-High		<p>Limited General Fund</p> <p>Resources needed to accommodate growth (facilities and staffing)</p>	Ongoing	<p>Added programs for children and adults</p> <ul style="list-style-type: none"> <li>• Drop-in Computer assistance</li> <li>• Adult summer reading program</li> <li>• Teen Advisory Board</li> </ul> <p>STEM/Math grant allowed adding a radio control car club, chess club and math tutoring program. Grant provided funds for additional staff hours</p> <p>Grant provided two week-long youth summer camps (writers and RC cars)</p> <p>Adult craft class at capacity averaging around 30 people; active wait list (17)</p> <p>Increase staff hours to handle increase in grant-funded programming</p> <p>Analyze and evaluate program and space needs in preparation for new facility</p>

Goals – UPDATE 2019

I) OVERALL GOAL STATEMENT	Classification / Priority	Partners	Constraints & Opportunities	Timeframe (from 2019)	UPDATE 2019 / OBJECTIVES
C) Community Center	Ancillary / Medium	COG (Meals on Wheels)	Limited General Fund	6 months – 1 year	<p>Calendar viewer now on city website</p> <p>Evaluate use policy &amp; rates; building maintenance</p> <p>Enter into part-time contract for seasonal management, in addition to Wednesday Market; evaluate change from Wednesday to Tuesday</p> <p>Purchase identification sign (exterior wall), security cameras, tables &amp; chairs</p>
<b>PLANNING &amp; COMMUNITY DEVELOPMENT</b>					
A) Prepare Transportation System Plan	Primary / High	ODOT	TSP Grant	1 year	TSP underway, to be completed in 2019
B) Define and identify problems and obstacles limiting workforce affordable housing, industrial and commercial development	Ancillary / Medium		County-wide coalition efforts	Ongoing	Participate in planning grant; deliverables and completion by June 30 <sup>th</sup>
C) Identify and evaluate options and tools to facilitate workforce housing, industrial and commercial development and growth	Ancillary / Medium	2015 – 2018 4 + 8 + 7 + 8 = 27 9 + 6 + 16 + 15 = 46 0		Ongoing	Amend Development Code (see below)
D) Amend Development Code	Primary / High	2 + 0 + 2 + 1 = 5 (Skyline Terrace 6 lot PD; Crestview 38 lot PD; Fernwood 3 lot partition; Vista View 34 lot PD; Fernwood Ln 2 lot partition) Planning Commission		6 months	1 <sup>st</sup> set of changes to City Council in March 2019  Planning Commission considering others, including possible ADUs

Goals – UPDATE 2019

I) OVERALL GOAL STATEMENT	Classification / Priority	Partners	Constraints & Opportunities	Timeframe (from 2019)	UPDATE 2019 / OBJECTIVES
E) Participate in business and tourism support and marketing efforts	Ancillary / Low-Medium	Chamber of Commerce, County, Travel Oregon, OCVA	Coordinate and leverage marketing efforts  Limited General Fund	Ongoing	Assess and budget contribution to Chamber and any requirements/ accounting for use of funds (Budget Committee)  Assess and budget other annual contributions (Budget Committee)  Work with OCVA/County  Oregon Coast Public Art Trail being developed
F) Incorporate public art in projects and the community	Ancillary / Low	LCSD, OCCC, local artists, "Waldport Arts Group" (WAG)		Ongoing	
G) Develop infrastructure at industrial park	Ancillary / Medium	County, Economic Development Alliance, Business Oregon, Property Owners and Businesses	Water/sewer Transportation linkages to 101  Limited General Fund	Ongoing; 1 – 4 years	LEOF and SPWF grants secured/applied for to continue design and planning, outreach  Submit application for Regionally Significant Industrial Site ("RSIS")
H) Identify and pursue viable industry clusters/sectors or businesses	Ancillary / Medium	EDALC/ Business Oregon/COG/ CWEDD	Locational/business considerations; in tandem with infrastructure development	Ongoing; 1 – 4 years	Work with County, EDALC, COG and Business Oregon Enhanced GIS with Cascades West Economic Development District
I) Implement and market Alsea Highway Scenic Byway	Ancillary / Low	COG	No State funding for improvements	Ongoing	Mary's Peak to Pacific Scenic Byway approved and adopted  Work with other stakeholders on marketing
J) Analyze, evaluate and consider vacation rental dwelling regulations	Ancillary / Medium-High			6 months –1 year	Sent out requests for registration and new lodging tax notification  Regs to be developed

Goals – UPDATE 2019

I) OVERALL GOAL STATEMENT	Classification / Priority	Partners	Constraints & Opportunities	Timeframe (from 2019)	UPDATE 2019 / OBJECTIVES
<b>PUBLIC WORKS, STREETS &amp; UTILITIES</b>					
A) Update Facilities Master Plans 1) Water Facilities 2) Wastewater Facilities 3) Stormwater Facilities	Core / High	State		12 months – 2 years	Draft Water Plan under review (90%)  Wastewater Plan underway (20%)
B) Prepare inventory, assess and plan/program for future utility system infrastructure needs and demands (Asset Management) 1) Wastewater system 2) Water system 3) Street system 4) Equipment	Core / High	County, State		1 – 2 years	Complete McKinney Bridge water relocation  Finish water tank litigation  Prepare street inventory for maintaining and repairing county, state, city and private roads  Identify water/sewer utility conflicts in ODOT rights-of-way; evaluate rights-of-way issues such as repaving county roads and ODOT utility relocations  Replace water meters with USDA grant/loan program  S-30624: Submit Water Management & Conservation Plan to OWRD by 9/29/2020  Evaluate and budget for/purchase digital speed monitoring signs in desired specific locations  Repair Hwy 101 streetlights
<b>URBAN RENEWAL</b>					

Goals – UPDATE 2019

I) OVERALL GOAL STATEMENT	Classification / Priority	Partners	Constraints & Opportunities	Timeframe (from 2019)	UPDATE 2019 / OBJECTIVES
A) Expend remaining Urban Renewal #1 funds	Primary / High		Needs to be downtown or old town area	6 months – 2 years	<p>Façade improvement zero interest loan program adopted and discontinued due to lack of interest</p> <p>Contributed \$10,000 for SBDC scholarships</p> <p>Effectuate spending remaining funds</p>
B) Analyze and evaluate plans for sewer to industrial area	Primary / Medium	Urban Renewal #2		1 – 2 years	<p>Legal review of utilizing UR#2 funds for sewer, other infrastructure</p> <p>Options:</p>
C) Amend Urban Renewal #2 or create Urban Renewal #3	Primary / Low to Medium	County, other taxing agencies	May add 20% to current plan, 25% to overall land in City	1 – 2 years	<p>A. Adopt minor amendment to UR#2</p> <p>B. Adopt major amendment to UR#2</p> <p>C. Adopt new project area</p>
D) Prepare maps and engineering plans for street and sidewalk improvements along Crestline and Range Drives	Primary / Medium	County, Urban Renewal, LCSD	ROW width, utilities in ROW where walkway is located Safe Routes to School?	1 – 2 years	<p>County graded and improved walking path on east side of Crestline</p> <p>Do in conjunction with new sewer line along Crestline</p> <p>2018 SCA and SRTS grants applied for, did not receive. Next SRTS application 2 years; seek to improve "readiness" score:</p> <ul style="list-style-type: none"> <li>• Right-of-way</li> <li>• Utilities</li> <li>• Stormwater</li> <li>• Environmental</li> <li>• Public Process</li> <li>• Design</li> </ul>

Goals – UPDATE 2019

I) OVERALL GOAL STATEMENT	Classification / Priority	Partners	Constraints & Opportunities	Timeframe (from 2019)	UPDATE 2019 / OBJECTIVES
<b>COMMUNITY RESILIENCY</b>					
A) Continue purchasing and storing supplies and equipment	Ancillary / High	County, Fire District	Annual funding via matching County grant up to \$2500	Ongoing	New grant applications submitted annually Update inventory
B) Train staff and conduct response exercises; public outreach and education	Ancillary / High	County, Fire District, LCSD, CERT	Use LCSD and FEMA resources	Ongoing	"Tsunami Walk"
C) Review Lincoln County Emergency Plan; prepare communications plan and standard operating procedures	Ancillary / High	Other agencies, businesses and non-profits, Lincoln County Amateur Radio Club		Ongoing	Purchased ham radios; city operator's licenses TBD Coordinate with County on streamlining and troubleshooting notification system and process Review County Plan with Emergency Operations