

**WALDPORT CITY COUNCIL
APRIL 12, 2018
MEETING NOTICE AND AGENDA**

The Waldport City Council will meet at 2:00 p.m. on Thursday, April 12, 2018 in the City Council Meeting Room, 125 Alsea Highway to take up the following agenda:

1. CALL TO ORDER
2. ROLL CALL
3. MINUTES: *March 3, 2018 Workshop, March 8, 2018 Regular Meeting*
4. PUBLIC COMMENTS/PRESENTATIONS
Request for Funding - Beachcomber Days Committee
5. DISCUSSION/ACTION ITEMS
*A) City Council & Planning Commission Appointments
B) Proclamations - Alcohol Awareness Month & Sexual Abuse Awareness Month
C) Goal Review
D) Wastewater Line Infrastructure to Serve Industrial Park
E) Other Issues*
6. COUNCIL COMMENTS AND CONCERNS
7. STAFF REPORTS
8. GOOD OF THE ORDER
9. 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)264-7417, during normal office hours.

* Denotes no material in packet

Notice given this 6th day of April, 2018 - Reda Q. Eckerman, City Recorder

**WALDPORT CITY COUNCIL
MARCH 3, 2018
WORKSHOP MINUTES**

1. CALL TO ORDER AND ROLL CALL: Mayor Woodruff called the meeting to order at 1:00 p.m. Mayor Woodruff and Councilors Holland, Swan, Dennis and Cutter answered the roll. Councilor Dunn was excused. A quorum was present.

2. WORKSHOP DISCUSSION: The Council reviewed the list of goals by category, noting updates, and adding or rearranging some of the projects. Highlights included:

- Franchise fees - to whom they are charged and the purposes for the monies;
- Grant funding for projects - the potential advantages and drawbacks for different types of grants;
- Risk management - steps being taken to reduce potential liabilities or problems, with regard to facilities and other assets, as well as personnel;
- Affordable housing - the need for additional housing, possible hindrances and potential incentives;
- Code enforcement - process for receiving and resolving complaints and potential improvements to code language and enforcement;
- Evaluation of facilities and additional assets (open space, interpretive center, potential relocation or refurbishment of existing facilities)
- Urban Renewal - review of facade program, potential expansion of existing Urban Renewal area or establishment of new area;
- Industrial Park - necessity for sewer, potential uses of property.

Mr. Kemp indicated that appropriate adjustments to the projects and timelines would be made, then submitted to the Council at a future meeting for approval.

3. OTHER ISSUES: None.

4. ADJOURNMENT: At 3:37 p.m., there being no further business to come before the Council, the meeting was adjourned.

Respectfully submitted,

Reda Q Eckerman, City Recorder

APPROVED by the Waldport City Council this ___ day of _____, 2018.

SIGNED by the Mayor this ___ day of _____, 2018.

Susan Woodruff, Mayor

**WALDPORT CITY COUNCIL
MARCH 8, 2018
MEETING MINUTES**

1. CALL TO ORDER: Mayor Woodruff called the meeting to order at 2:00 p.m.
2. ROLL CALL: Mayor Woodruff and Councilors Dennis, Swan, Cutter, and Holland answered the roll. Councilor Dunn was excused. A quorum was present.
3. MINUTES: The Council considered the minutes from the February 8, 2018 regular meeting, which had been included in the packet, and the minutes from the February 22, 2018 special meeting, which were separately distributed. Councilor Holland **moved** to approve the minutes as presented. Councilor Swan **seconded**, and the motion **carried** unanimously.
4. PUBLIC COMMENTS & PRESENTATIONS: Rebecca Austen, Interim Director of Lincoln County's Health and Human Services, and Jessica Palma addressed the Council with a request for an allocation of marijuana tax monies to be utilized for drug prevention and education services. The Council noted that this could be considered at budget time. Mayor Woodruff indicated it would be good to know what apportionment of monies would be coming from the State and Lincoln County as well. Councilor Cutter noted that the program should focus on other drugs as well as marijuana.

Zack Dahl and Chuck Lerwick from Dahl's Disposal addressed the Council regarding necessary changes to the recycling services they provide. Due to increased regulations and decreased demand for materials, they will be adding most plastic containers and all shredded paper to the list of non-recyclables in their curbside services, effective April 1. Glass will still be recyclable at the transfer station. They also noted that they are considering charges for non-customer recycling at the transfer station.
5. DISCUSSION/ACTION ITEMS:
 - A. Consideration of Findings for Appeal of Planning Commission Preliminary Plan Approval - Vista View Planned Development: Councilor Holland **moved** to accept the findings as presented. Councilor Cutter **seconded**. Councilor Cutter noted that this was a preliminary plan for a rather challenging project, and he was looking forward to seeing the engineering reports as the project proceeds. The motion to approve the findings **carried** unanimously on a voice vote.
 - B. Consideration of Bid Award for McKinney Slough Bridge Waterline Improvements: Following a brief discussion, Councilor Cutter **moved** to award the bid to Pacific Excavation, Inc., as per the engineer's recommendation. Councilor Holland **seconded**, and the motion **carried** unanimously on a voice vote.
 - C. Other Issues: None.
6. COUNCIL COMMENTS AND CONCERNS: Mayor Woodruff noted that the memorial service for former Councilor Christenson would be held March 24 in Minnesota. Councilor Cutter asked if there would be any interest from the Council in being a representative on the Solid Waste Advisory Committee, as former Councilor O'Brien had been the City's

representative. Mayor Woodruff has been attending the meetings, and Councilor Swan indicated she would consider it. Councilor Holland is still the alternative representative. Councilor Cutter noted that he would not be attending the next Council of Governments meeting as it conflicted with the groundbreaking ceremony for the new building at the Hatfield Marine Science Center. He also reported on the preliminary discussions held by the League of Oregon Cities' Telecommunications Committee. Mayor Woodruff mentioned that the recent tsunami presentation had been well-attended, and there would be another one held on March 15th from 10:30 to noon.

7. **REPORTS:** The report from the City Librarian was included in the packet, and the report from the Code Compliance officer was separately distributed. City Manager Kemp distributed a memo from the Hatfield Marine Science Center regarding its proposal for wetlands restoration on a portion of the 12-acre Open Space. He noted that there had been a wetlands study performed on the property about three years ago, along with the public charrette process for the potential uses of the property. The Division of State Lands and Oregon Department of Fish and Wildlife have both given the green light to the proposed use. He would also be discussing the proposal with the Federal Emergency Management Agency. Following a brief discussion, **consensus** of the Council was favorable to proceeding. Mr. Kemp distributed the financial report and a handout from Central Lincoln PUD regarding proposed banners. They were asking permission from the Council to install some anniversary banners along Highway 101 and 34. The banners would have the City's name on them. Discussion ensued. It was suggested that the City's name be more prominent, and that green would be an attractive color if there is a choice. Mr. Kemp gave a brief update on negotiations with ODOT with regard to the Interpretive Center. They would like the City to take on the role formerly performed by State Parks, managing the facility through an intergovernmental agreement, with staffing provided by the Chamber of Commerce. He will be reviewing the contract, and noted that the City would like to ensure that there is no net cost involved. The Beachcomber Committee has asked to utilize the Community Center for little or no fee during the upcoming celebration. **Consensus** of the Council was that this could be the City's contribution to the celebration, and Mr. Kemp will make a determination of the value. A brief discussion regarding code enforcement ensued. Mr. Kemp noted that he would provide another report at an upcoming Council meeting, regarding potential revisions and enforcement practices. Mayor Woodruff noted that one issue that had not been discussed at the recent goal-setting workshop was the second access to the proposed Vista View planned development. Following discussion, it was determined that this could be included in the goals under the transportation system plan and connectivity.

8. **EXECUTIVE SESSION(S):** At 3:25 the Council recessed into Executive Session, pursuant to ORS 192.660(2)(h), to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed; and ORS 192.660(2)(l), to review and evaluate, pursuant to standards criteria and policy directives adopted by the governing body, the employment-related performance of the chief executive officer. The topics of discussion were the Mercantile building, and City Manager Kemp's annual performance evaluation.

9. ACTIONS, IF ANY, FROM EXECUTIVE SESSIONS: At 5:22 p.m., the Council reconvened in Open Session. Mayor Woodruff **moved** to have the City's attorney proceed to execute the foreclosure process on the Mercantile. Councilor Swan **seconded**, and the motion **carried** unanimously on a voice vote. Councilor Cutter **moved** to grant a 3% increase in wage for the City Manager, plus the annual cost of living increase. Councilor Dennis **seconded**. The motion **carried** unanimously on a voice vote.

10. GOOD OF THE ORDER: Nothing further.

11. ADJOURNMENT: At 5:24 p.m., there being no further business to come before the Council, the meeting was adjourned.

Respectfully submitted,

Reda Q Eckerman, City Recorder

APPROVED by the Waldport City Council this ___ day of _____, 2018.

SIGNED by the Mayor this ___ day of _____, 2018.

Susan Woodruff, Mayor



Waldport Beachcomber Days 2018

March 26, 2018

Dear Waldport City Council,

We are pleased to inform you that our 62nd annual Beachcomber Days Event is already being planned for Father's Day weekend. After almost losing the event last year we are working hard to bring this event back to its glory days and keeping the focus on our community and raising money for students.

We are looking for funding to help make this event bigger and better this year and could use your help. We would like assistance in funding the logistical side of things, such as permits, road closures, and insurance. If you are able to help us with these expenses we will be able to use our sponsorship donation toward our entertainment and scholarship funds. Our hope is to make this a larger event this year and raise more money for scholarships for the students.

We have attached our preliminary budget for you to look at. With your donation we would like to offer you a sponsorship for our event. We have attached the sponsorship packet. Any donation you can provide would be greatly appreciated and be put to good use.

Thank you in advance for your continued support of the Waldport Beachcomber Days.

Sincerely,

Waldport Oregon Beachcomber Days

(541) 272-1845

waldportbeachcomberdays@gmail.com

PO Box 2254

Waldport, OR 97394

Nonprofit # 935797-96

Tax Id # 46-2953257



Waldport Beachcomber Days 2018

2018 Beachcomber Days Estimated Expenses

Entertainment	\$3,500
Logging Event	\$2000
Advertising/Printing	\$1,000
Logistics	\$1,500
(Flaggers, Garbage, Bathrooms, Road Closures)	
Scholarships	\$2,000
Insurance	\$1,100
Kid Zone	\$1,000
Misc. expenses	\$ 500
Total:	\$10,600



2018 Beachcomber Days Sponsorship Packet

Dear Community Member,

We are pleased to invite you to join us in celebrating the 62th anniversary of Waldport Beachcomber Days! As always, this three-day celebration takes place throughout the Waldport community and reaches from Astoria to Florence with participation. This year will be held once again on Father's Day weekend, June 15-17, 2018.

Waldport Beachcomber Days is a nonprofit organization. We raise monies by selling raffle tickets, doing fundraisers throughout town, and donations. With these monies we provide various educational support throughout the community including scholarships for those continuing their education and other educational programs throughout the year.

Many events take place over the three days. Friday night we will have Bon Fire, live music and Karaoke. Saturday, we continue our traditional parade, kids zone, street dance, vendor fair, fire dancers, live music and more! Sunday will continue our vendor fair, live music, fun activities on the beach and more!

Any support you can provide, will be greatly appreciated. Rather than support be a monetary donation, a raffle item, time or something else, all donations are wonderful. On behalf of the Waldport Beachcomber Days Committee we want to thank you for your support and look forward to seeing you in June!

Waldport Beachcomber Day Committee

waldportbeachcomberdays@gmail.com

BeachcomberDays.com

PO Box 2254

Waldport, OR 97394

Contacts:	Janette Woosley- Event Chair	541-272-1845
	Chavvahn Gade- Event Co-Chair	406-529-2579
	Lisa Jones- Secretary	253-307-8314

For information on Sponsorship please contact Chavvahn; for Raffle contact Lisa.



2018 Beachcomber Days Sponsorship Packet

Sponsorship Benefits	Beach \$1000	Forest \$500	Mermaid \$250	Driftwood \$100	Seashell \$50
Advertising on Posters, Website and all other paper advertising	XL Logo	Large Logo	Medium Logo	Small Logo	Name
Logo or Name on T-Shirts	Large Logo	Medium Logo	Small Logo	Name	
Vendor Fair Table	Free Table	Free Table			
Facebook Recognition	Logo on Facebook	Logo on Facebook	Name mention on Facebook	Name mention on Facebook	
Kids Area	Banner at Kids area	Banner at Kids Area	Banner at Kids Area		
Safety Zone Area	Banner at Safety Zone	Banner at Safety Zone			
Radio Advertisement	Name Recognition on the Radio				
Official Sponsor Sign					
Beachcomber Day Thank you Gift					
Beachcomber Sponsorship Certificate					
T-shirt for business	5 shirts	2 shirts	1 shirt		
Opportunity to be in parade with banner as official Beachcomber Sponsor					



2018 Beachcomber Days Sponsorship Packet

Additional Sponsorship Levels

Parade Sponsor - \$1100

All Beach Sponsor Benefits and Large Banner to Lead the Parade as the official Parade Sponsors. Banner will be provided for you and can be kept after the event.

Opportunity to have employees carry the banner during the parade. Name recognition during the parade.

Main Stage Sponsor- \$1100

All Beach sponsor benefits and Large Banner at the Main Stage provided by Beachcomber days. Opportunity to speak at the main stage and have name recognition 4 times on Saturday at the Main Stage.

Fire Dancers Sponsors- \$700

All Forest Sponsor Benefits and opportunity to introduce the Fire Dancers. Have name announced as official Fire Dancer Sponsors. A Banner up during performance.

Royalty Sponsors- \$550 (3 available)

All Forest Sponsor Benefits. Opportunity to present Scholarship to Scholarship winners. Have Name announced as official Pageant Sponsors. Banner on Car with Scholarship winners during the parade.

Street Dance Sponsor- \$550

All Forest Sponsor Benefits. Banner at Main Stage during Street Dance and opportunity to introduce the first band at the Street Dance.



2018 Beachcomber Days Sponsorship Packet

Entertainment Sponsor- \$300

All Mermaid Sponsor Benefits. Banner by the Main Stage or secondary stage.

Kids Zone Sponsor- \$200

All Driftwood Sponsor Benefits. Banner at the Kids Zone.

Softball Tournament Sponsor- \$150

All Driftwood Sponsor Benefits and a banner at the Softball Tournament. Opportunity to open the Tournament.

Michael Schlosser
P.O. Box 2317
1423 NE High Meadows Dr.
Waldport, OR 97394
Home (541) 563-8150
Cell (541) 272-0776
sprucridge@peak.org

April 5, 2018

TO: City of Waldport
FROM: Michael Schlosser
RE: Open seat of City Council Member

I have lived in Waldport since 2004 and have resided in the city limits since 2016.
Any questions you might have, please feel free to email me.

Thank you,

Michael Schlosser

A handwritten signature in black ink, appearing to read "Michael Schlosser", with a long horizontal flourish extending to the right.

Reda Eckerman

From: Larry Lewis
Sent: Friday, March 30, 2018 10:30 AM
To: Reda Eckerman
Subject: FW: Planning Commission vacancy

From: Kimberly Andrew [mailto:mrsmac1974@gmail.com]
Sent: Wednesday, March 07, 2018 2:03 PM
To: Kerry Kemp <kerry.kemp@waldport.org>
Cc: Larry Lewis <larry.lewis@waldport.org>
Subject: Planning Commission vacancy

Hi Kerry.

I understand that there is an opening on the planning commission, and I would like to apply and return to serve on the PC. I previously served on the PC for 6.5 years, resigning in June 2017 when I felt I needed a break. I'm familiar with the way the PC operates, and it's areas of purview, and it wouldn't take me long to catch up on what is in front the PC at this point.

I've lived in Waldport since October 2005, moving into my current home (745 SW Skyline Terrace) May 2006. I am widow, having lost my husband Nov. 2014; and am active in my local church, and spend time with friends. If you need more information, please let me know.

Thank you for considering me for this position.
Kimberly Andrew

--

Kim Andrew -- <http://1widowsjourney.blogspot.com>
"The Lord has done great things for [me], and [I am] filled with joy."—Psalm 126:3 (NIV 1984)

[Login](#)

Total Control Panel

To: larry.lewis@waldport.org
From: mrsmac1974@gmail.com

[Remove](#) this sender from my allow list

You received this message because the sender is on your allow list.

Paul A. Virtue Sr
465 SW Pacific View Dr
Waldport OR. 97394
541-220-7708

March 15, 2018

Waldport City Planner
125 E Alsea Hwy
Waldport, Oregon 97394

Dear Larry Lewis,

I'm writing to indicate my interest in serving on the planning commission. If I were appointed, I would recuse myself from any discussions or responsibilities regarding the Vista View Planned Development on the end of Norwood.

Thank you,



Paul A Virtue



City of Waldport

P.O. Box 1120
Waldport, Oregon
Phone: (541) 264-7417 Fax: (541) 264-7418
TTY: (800)735-2900

PROCLAMATION

*****HEAR YE*****HEAR YE*****HEAR YE*****

WHEREAS, excessive drinking is responsible for more than 4,300 deaths among underage youth each year; and

WHEREAS, alcohol is the most commonly used addictive substance in the United States; and

WHEREAS, more than 1.6 million young people report driving under the influence of alcohol in the past year; and

WHEREAS, young people who begin drinking before age 15 are four times more likely to develop alcohol dependence than those who begin drinking at age 21; and

WHEREAS, drinking by persons under the age of 21 is linked to 189,000 emergency room visits; and

WHEREAS, the typical American will see 100,000 beer commercials before he or she turns 18; and

WHEREAS, kids who drink are more likely to be victims of violent crime, to be involved in alcohol-related traffic crashes, and to have serious school-related problems; and

WHEREAS, a supportive family environment is associated with lowered rates of alcohol use for adolescents; and

WHEREAS, kids who have conversations with their parents and learn a lot about the dangers of alcohol and drug use are 50 percent less likely to use alcohol and drugs than those who don't have such conversations;

NOW, THEREFORE, I, Susan Woodruff, Mayor of the City of Waldport, Oregon, now join the National Council on Alcoholism and Drug Dependence, Inc. (NCADD) in proclaiming April 2018 as Alcohol Awareness Month.

Dated this _____ day of April 2018.

Susan Woodruff, Mayor



City of Waldport

P.O. Box 1120
Waldport, Oregon
Phone: (541) 264-7417 Fax: (541) 264-7418
TTY: (800)735-2900

PROCLAMATION

*****HEAR YE*****HEAR YE*****HEAR YE*****

WHEREAS, sexual assault affects Oregonians every day, whether as a victim or survivor, or as a family member, friend, partner, neighbor, employer or co-worker; and

WHEREAS, it is estimated that 1 in 4 adult women in Oregon has been the victim of forcible rape and nearly 1 in 71 adult men in have experienced rape or attempted rape in their lifetime; and

WHEREAS, sexual violence is preventable; and communities, including campus communities, are strengthened by encouraging healthy, non-violent interactions, relationships and social norms; and

WHEREAS, institutions and systems can lead violence prevention by implementing policies that address disparities and promote equity for all people; and

WHEREAS, compassionate, courageous, and dedicated individuals and local organizations have provided services and support for victims and survivors, and worked to prevent sexual violence for decades; and

WHEREAS, every individual and community in Oregon has the ability and a role to play to help eliminate sexual violence by working together to promote social change.

NOW, THEREFORE, I, Susan Woodruff, Mayor of the City of Waldport, Oregon, do hereby proclaim April, 2018 to be "Sexual Assault Awareness Month" and encourage all residents to join in this observance.

Dated this _____ day of April 2018.

Susan Woodruff, Mayor



CITY COUNCIL MEETING AGENDA COVER SHEET FOR DISCUSSION / ACTION

TITLE OF ISSUE: Goal Review
REQUESTED BY: City Council
FOR MEETING DATE: April 12, 2018

SUMMARY OF ISSUE:

The City Council held a workshop on March 3, 2018, to discuss draft goal statements, which have been updated for review and adoption by the Council.

STAFF RECOMMENDATION or ACTION REQUESTED:

Review goals update and provide direction as necessary.

BACKGROUND:

On March 3, 2018, City Council held a goal setting workshop to discuss the goals for upcoming years. Attached for review and consideration are revisions based on this workshop or new info.

Attachment: City of Waldport Goals (redline and clean versions)

CITY OF WALDPORT GOALS

GENERAL/ADMINISTRATION	Partners	Constraints & Opportunities	Priority	Timeframe (from 2018)	UPDATE 2018
<p>I) Evaluate City and community facilities, in conjunction with other entities as needed</p> <ol style="list-style-type: none"> 1) Library 2) Community Center 3) City Hall 4) Fire Station 5) Museum/Museum Annex 6) Aisea Bay Interpretive Center 	<p>Fire District, Library, ODOT, Chamber of Commerce</p>	<p>Fire Hall lease up 2022 Museum lease up 2019 Opportunities for co-locating of facilities</p>	<p>High</p>	<p>6 months – 2 years</p>	<p>Commenced building evaluation/reserve study</p> <p><u>Inspect/evaluate city hall/fire station; determine viability for fire/city services; decide on co-location possibilities</u></p> <p><u>Prepare preliminary site plans for civic center</u></p> <p><u>Subcommittee formed with Fire District Board; meetings first Thursday</u></p> <p><u>Library/Museum Boards evaluating their needs</u></p> <p><u>ODOT divesting from Interpretive Center.</u></p> <ol style="list-style-type: none"> 1. <u>IGA</u> 2. <u>Transfer</u> 3. <u>Declare as surplus</u> <p>--Requires positive benefit to City without negative budget impact</p> <p>Potential deliverables:</p> <ol style="list-style-type: none"> 1. <u>Strategic Facility Plan</u> 2. <u>Reserve account financial policies</u> 2-3. <u>Definitive Agreement with FD</u>

Goals --**DRAFT**--UPDATE 2018

I) GENERAL/ADMINISTRATION	Partners	Constraints & Opportunities	Priority	Timeframe (from 2018)	UPDATE 2018
B) Evaluate franchise agreements	Utilities/franchisees		Medium	1 year	Assessment and evaluation of opportunities and constraints <u>Subcommittee with Councilor Gutter and one other Councilor</u> <u>Councilor Cutter on LOC Telecom committee</u>
C) <u>Develop Evaluate</u> communications policy and procedures			Medium	6 months	Identify and evaluate pros and cons for various modes of communication, and implement program
D) <u>Develop safety and security program</u> 1) <u>Evaluate and update risk management and security measures</u> 4)2) <u>Evaluate community safety and security needs and priorities</u>	<u>Sheriff</u> <u>Citizens' Patrol</u> <u>CERT</u>		High	Ongoing	Community Center security: new door locks Library security & cameras City Hall security City hiring 3 rd party agent; reviewing insurance coverages <u>Establish criteria and approach for community programs or projects</u>

Goals --**DRAFT**--UPDATE 2018

I) GENERAL/ADMINISTRATION	Partners	Constraints & Opportunities	Priority	Timeframe (from 2018)	UPDATE 2018
<p><u>D/E</u> Evaluate and enhance revenue sources</p>			<p><u>High</u> <u>Medium</u></p>	<p>1 year</p>	<p>Review data and prospective uses for marijuana tax revenues</p> <p>Review transient lodging tax increase from 7% to 9%</p> <p><u>Evaluate TLT policy and code regarding vacation rentals</u></p> <p>Deliberate on establishing franchise agreement with Southwest Lincoln County Water District</p> <p><u>Evaluate and consider RARE/Americorps intern</u></p> <p><u>Evaluate and consider grant writing consultant</u></p>
<p><u>F</u> <u>Continue staff development and training, and succession planning</u></p>					<p><u>Learning and certifications</u></p> <p><u>Cross-training</u></p> <p><u>"Building the Bench"</u></p>

Goals —~~DRAFT~~ UPDATE 2018

II) COMMUNITY SERVICES/PARKS	Partners	Constraints & Opportunities	Priority	Timeframe (from 2018)	UPDATE 2018
A) Complete MOU for former HS-Open Space Project	LCSD				Completed
B) Update Waldport Parks and Recreation Master Plan					Completed
A) Implement Parks, Recreation & Trails Master Plan		State OEM/FEMA (Open Space)	Lesser to Medium to High	Ongoing	Undertake maintenance plan and schedule Completed Lint Slough Trail; named John Mare' Trail Shorter-term project list: 1. Disc Golf @ Crestline Park 2. Wazyata Beach Access 3. Open Space* HMSC Wetlands Mitigation Project Longer-term project list: 1. Open Space* 2. New Veterans Park 3. _____ *Naming of the former Waldport HS site – community charrette working title: "Tidelands"
B) Enhance Evaluate library building operations; and programming				Ongoing	Continue augmentations. Grant submitted for youth
C) Community Center	COG (Meals on Wheels)	Fair and equitable rates	Medium	1 year	Evaluate use policy & rates; Wednesday market Calendar viewer now on city website

III) PLANNING/COMMUNITY DEVELOPMENT	Partners	Constraints & Opportunities	Priority	Timeframe (from 2018)	UPDATE 2018
A) Prepare Transportation System Plan	ODOT	TSP Grant	High	2 years	<p>Consultant selected (Kittelson); scope of work and contract negotiations in progress</p> <p><u>Open discussions with property owners and ODOT on street connection from uptown to Hwy 101</u></p>
<p>B) Define and identify problems and obstacles limiting workforce affordable housing, <u>industrial</u> and commercial development</p> <p>C) Identify and evaluate options and tools to facilitate workforce housing, <u>industrial</u> and commercial development and growth</p>		County-wide coalition efforts	Low Medium	Ongoing	<p>*See table below for stats</p> <p>Form and meet with local focus group/task force</p> <p>Research <u>housing</u>, down payment assistance program (see Newport)</p> <p>Amend Development Code (see below)</p>
<p>Residential Building and Land Division Activity:</p> <p>SFR (New) 2015 – 2017 4 + 8 + 7 = 19</p> <p>SFR (Addition/Remodel) 4 + 8 + 7 = 19 9 + 6 + 16 = 31</p> <p>MFR 0</p> <p>Land Division 2 + 0 + 2 = 4 (Skyline Terrace 6 lot PD; Crestview 38 lot PD; Fernwood 3 lot PD; Vista View 34 lot PD)</p>					
D) Amend Development Code	Planning Commission		High	6 months	<p>PC evaluations underway; possible workshop with Council; seek public input</p> <p><u>Analyze and evaluate complaint-driven versus pro-active enforcement</u></p>
E) <u>Assess Code Compliance Policy</u>					

Goals —~~DRAFT~~ UPDATE 2018

III) PLANNING/COMMUNITY DEVELOPMENT	Partners	Constraints & Opportunities	Priority	Timeframe (from 2018)	UPDATE 2018
E\F) Participate in business and tourism support and marketing efforts	Chamber of Commerce, County, Travel Oregon, OCVA	Coordinate and leverage marketing efforts	Medium	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
F\G) Incorporate public art in projects and the community	LCSD, OCCC, local artists, "Walldport Arts Group" (WAG)		Low – Med	Ongoing	Sea Lion placement is completed Oregon Coast Public Art Trail being developed Completed
F) Prepare master site plan for the industrial area		Water/sewer	Medium	Ongoing; 1 – 4 years	Establish process and criteria for selecting sites/properties for consideration; could be by project phase
H) Secure shovel-ready certification for industrial area – Industrial Site Readiness Program	County, Economic Development Alliance, Business Oregon, Property Owners and Businesses	Transportation linkages to 101			
I) Identify and pursue viable industry clusters/sectors or businesses	Economic Development Alliance/ Business Oregon/COG	Locational/business considerations	Medium	Ongoing; 1 – 4 years	Working with County and Business Oregon

Goals —**DRAFT**—UPDATE 2018

III) PLANNING/COMMUNITY DEVELOPMENT	Partners	Constraints & Opportunities	Priority	Timeframe (from 2018)	UPDATE 2018
<p>J) Continue forming core Alose Highway Scenic Byway Committee, and soliciting funds or in-lieu services for preparation of the Corridor Management Plan</p>	<p>Lincoln, Linn & Benton Counties, Cities of Philomath, Corvallis & Tangent, Alose Community Effort (ACE) Federal & State agencies, COG, BLM, US Forest Service</p>				<p>Completed</p>
<p>K) Prepare Corridor Management Plan for the Alose Highway Scenic Byway</p>					<p>Oregon Scenic Byways Committee approved; need approval of Transportation and Tourism commissions Coordinate marketing efforts</p>

Goals --~~DRAFT~~--UPDATE 2018

IV) PUBLIC WORKS/UTILITIES	Partners	Constraints & Opportunities	Priority	Timeframe (from 2018)	UPDATE 2018
A) Update Utility Master Plans 1) Water System Master Plan 2) Wastewater System Master Plan 3) Storm Water Master Plan	State		High	6 months – 2 years	Water master plan is 20% complete. Other master plans will be scheduled in series with one-year completion time each.
B) Prepare digital maps for water distribution and wastewater collection					Completed; reviewing new programs through State
C) Inventory, assess and plan/program for future utility system infrastructure needs and demands (Asset Management) 1) Wastewater system 2) Water system 3) Street system 3) Equipment	County, State		<u>High</u>	1 – 2 years	Complete McKinney Bridge water relocation Prepare asset management plans and <u>timelines in this order: for wastewater, water, streets, and equipment</u> Develop replacement program & strategy/reserves for funding Evaluate policy and procedures on street maintenance and repairs for county, state, city and private roads Identify all water/sewer utility conflicts in ODOT rights-of-way Evaluate rights-of-way issues such as repaving county roads and ODOT utility relocations

Goals —~~DRAFT~~—UPDATE 2018

URBAN RENEWAL		Partners	Constraints & Opportunities	Priority	Timeframe (from 2018)	UPDATE 2018
V)	A) Expend remaining Urban Renewal #1 funds		Needs to be downtown or old town area	High	6 months – 2 years	<p>Facade improvement zero interest loan program adopted in 2017</p> <p><u>Reconsider parameters for loans</u></p> <p>Underway & project budgeted UR#2 2018</p>
	B) Prepare maps and engineering plans for sewer to industrial area	Urban Renewal #2		High	6 months	Options:
	C) Amend Urban Renewal #2 or create Urban Renewal #3	County, other taxing agencies	May add 20% to current plan, 25% to overall land in City	Lesser	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> <p><u>Hold urban renewal meeting to discuss options</u></p>
	D) Prepare maps and engineering plans for street and sidewalk improvements along Crestline and Range Drives	County, Urban Renewal, LCSD	ROW width, utilities in ROW where walkway is located Safe Routes to School?	<p>Medium</p> <p><u>High</u></p>	1 – 2 years	<p><u>In conjunction with new sewer line along Crestline</u></p> <p>County graded and improved walking path on east side of Crestline</p> <p>Evaluate new development requiring undergrounding of utilities (currently required for new streets in subdivisions)—<u>Dev Code</u></p>

Goals — **DRAFT** UPDATE 2018

VI) COMMUNITY RESILIENCY	Partners	Constraints & Opportunities	Priority	Timeframe (from 2018)	UPDATE 2018
A) Relocate Public Works facility					Completed
B) Designate Emergency Operations Center				Ongoing	Completed
A) Continue purchasing and storing supplies and equipment	County	Annual funding via matching County grant up to \$2500	High	Ongoing	New grant application being submitted (enhancing radio communications capabilities)
B) Train staff and conduct response exercises; public outreach and education	County, Fire District, LCSD, CERT	Use LCSD and FEMA resources	High	Ongoing	Tsunami preparedness presentation by County being tentatively set for February Tsunami presentation with State OEM held being scheduled for 3/15 @ Community Center, in conjunction with Fire District and CERT
C) Prepare communications plan and standard operating procedures	Other agencies, businesses and non-profits, Lincoln County Amateur Radio Club		High	Ongoing	Purchased ham radios; city operator's licenses TBD Coordinate with County on streamlining and troubleshooting notification system and process

CITY OF WALDPOR GOALS

I) GENERAL/ADMINISTRATION	Partners	Constraints & Opportunities	Priority	Timeframe (from 2018)	UPDATE 2018
<p>A) Evaluate City and community facilities, in conjunction with other entities as needed</p> <ol style="list-style-type: none"> 1) Library 2) Community Center 3) City Hall 4) Fire Station 5) Museum/Museum Annex 6) Alsea Bay Interpretive Center 	<p>Fire District, Library, ODOT, Chamber of Commerce</p>	<p>Fire Hall lease up 2022 Museum lease up 2019 Opportunities for co-locating of facilities</p>	<p>High</p>	<p>6 months – 2 years</p>	<p>Inspect/evaluate city hall/fire station; determine viability for fire/city services; decide on co-location possibilities</p> <p>Prepare preliminary site plans for civic center</p> <p>Subcommittee formed with Fire District Board: meetings first Thursday</p> <p>Library/Museum Boards evaluating their needs</p> <p>ODOT divesting from Interpretive Center:</p> <ol style="list-style-type: none"> 1. IGA 2. Transfer 3. Declare as surplus <p>--Requires positive benefit to City without negative budget impact</p> <p>Potential deliverables:</p> <ol style="list-style-type: none"> 1. Strategic Facility Plan 2. Reserve account financial policies 3. Definitive Agreement with FD

Goals – UPDATE 2018

I) GENERAL/ADMINISTRATION	Partners	Constraints & Opportunities	Priority	Timeframe (from 2018)	UPDATE 2018
B) Evaluate franchise agreements	Utilities/franchisees		Medium	1 year	Assessment and evaluation of opportunities and constraints Councilor Cutter on LOC Telecom committee
C) Develop communications policy and procedures			Medium	6 months	Identify and evaluate pros and cons for various modes of communication, and implement program
D) Develop safety and security program 1) Evaluate and update risk management and security measures 2) Evaluate community safety and security needs and priorities	Sheriff Citizens' Patrol CERT		High	Ongoing	Community Center security: new door locks Library security & cameras City Hall security City hiring 3 rd party agent; reviewing insurance coverages Establish criteria and approach for community programs or projects

Goals – UPDATE 2018

I) GENERAL/ADMINISTRATION	Partners	Constraints & Opportunities	Priority	Timeframe (from 2018)	UPDATE 2018
E) Evaluate and enhance revenue sources			High	1 year	Review data and prospective uses for marijuana tax revenues Review transient lodging tax increase from 7% to 9% Evaluate TLT policy and code regarding vacation rentals Deliberate on establishing franchise agreement with Southwest Lincoln County Water District Evaluate and consider RARE/ Americorps intern Evaluate and consider grant writing consultant
F) Continue staff development and training, and succession planning					Learning and certifications Cross-training "Building the Bench"

Goals – UPDATE 2018

II)	COMMUNITY SERVICES/PARKS	Partners	Constraints & Opportunities	Priority	Timeframe (from 2018)	UPDATE 2018
	A) Complete MOU for former HS-Open Space Project	LCSD				Completed
	B) Update Waldport Parks and Recreation Master Plan					Completed
	A) Implement Parks, Recreation & Trails Master Plan		State OEM/FEMA (Open Space)	Lesser to Medium to High	Ongoing	<p>Undertake maintenance plan and schedule</p> <p>Completed Lint Slough Trail; named John Mare' Trail</p> <p>Shorter-term project list:</p> <ol style="list-style-type: none"> 1. Disc Golf @ Crestline Park 2. Wazyata Beach Access 3. Open Space* HMSC Wetlands Mitigation Project <p>Longer-term project list:</p> <ol style="list-style-type: none"> 1. Open Space* 2. New Veterans Park 3. _____ <p><i>*Naming of the former Waldport HS site – community charrette working title: "Tidelands"</i></p>
	B) Enhance library operations and programming				Ongoing	Continue augmentations; Grant submitted for youth
	C) Community Center	COG (Meals on Wheels)	Fair and equitable rates	Medium	1 year	Evaluate use policy & rates; Wednesday market Calendar viewer now on city website

Goals – UPDATE 2018

III) PLANNING/COMMUNITY DEVELOPMENT	Partners	Constraints & Opportunities	Priority	Timeframe (from 2018)	UPDATE 2018
A) Prepare Transportation System Plan	ODOT	TSP Grant	High	2 years	Consultant selected (Kittelson); scope of work and contract negotiations in progress Open discussions with property owners and ODOT on street connection from uptown to Hwy 101
B) Define and identify problems and obstacles limiting workforce affordable housing, industrial and commercial development		County-wide coalition efforts	Medium	Ongoing	*See table below for stats Form and meet with local focus group/task force Research housing down payment assistance program (see Newport) Amend Development Code (see below)
C) Identify and evaluate options and tools to facilitate workforce housing, industrial and commercial development and growth					
Residential Building and Land Division Activity: SFR (New) SFR (Addition/Remodel) MFR Land Division					
D) Amend Development Code	Planning Commission	2015 – 2017 4 + 8 + 7 = 19 9 + 6 + 16 = 31 0 2 + 0 + 2 = 4 (Skyline Terrace 6 lot PD; Crestview 38 lot PD; Fernwood 3 lot partition; Vista View 34 lot PD)	High	6 months	PC evaluations underway; possible workshop with Council; seek public input Analyze and evaluate complaint-driven versus pro-active enforcement
E) Assess Code Compliance Policy					

Goals – UPDATE 2018

III) PLANNING/COMMUNITY DEVELOPMENT	Partners	Constraints & Opportunities	Priority	Timeframe (from 2018)	UPDATE 2018
F) Participate in business and tourism support and marketing efforts	Chamber of Commerce, County, Travel Oregon, OCVA	Coordinate and leverage marketing efforts	Medium	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
G) Incorporate public art in projects and the community	LCSD, OCCC, local artists, "Waldport Arts Group" (WAG)		Low – Med	Ongoing	Sea Lion placement is completed Oregon Coast Public Art Trail being developed
F) Prepare master site plan for the industrial area					Completed
H) Secure shovel-ready certification for industrial area – Industrial Site Readiness Program	County, Economic Development Alliance, Business Oregon, Property Owners and Businesses	Water/sewer Transportation linkages to 101	Medium	Ongoing; 1 – 4 years	Establish process and criteria for selecting sites/properties for consideration; could be by project phase
I) Identify and pursue viable industry clusters/sectors or businesses	Economic Development Alliance/ Business Oregon/COG	Locational/business considerations	Medium	Ongoing; 1 – 4 years	Working with County and Business Oregon

Goals – UPDATE 2018

III) PLANNING/COMMUNITY DEVELOPMENT	Partners	Constraints & Opportunities	Priority	Timeframe (from 2018)	UPDATE 2018
<p>J) Continue forming core Alsea Highway Scenic Byway Committee, and soliciting funds or in-lieu services for preparation of the Corridor Management Plan</p>	<p>Lincoln, Linn & Benton Counties, Cities of Philomath, Corvallis & Tangent, Alsea Community Effort (ACE) Federal & State agencies, COG, BLM, US Forest Service</p>				<p>Completed</p>
<p>K) Prepare Corridor Management Plan for the Alsea Highway Scenic Byway</p>					<p>Oregon Scenic Byways Committee approved; need approval of Transportation and Tourism commissions Coordinate marketing efforts</p>

Goals – UPDATE 2018

IV) PUBLIC WORKS/UTILITIES	Partners	Constraints & Opportunities	Priority	Timeframe (from 2018)	UPDATE 2018
A) Update Utility Master Plans 1) Water System Master Plan 2) Wastewater System Master Plan 3) Storm Water Master Plan	State		High	6 months – 2 years	Water master plan is 20% complete. Other master plans will be scheduled in series with one-year completion time each.
B) Prepare digital maps for water distribution and wastewater collection					Completed; reviewing new programs through State
C) 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	County, State		High	1 – 2 years	Complete McKinney Bridge water relocation Prepare asset management plans and timelines for wastewater, water, streets, and equipment Develop replacement program & strategy/reserves for funding Evaluate policy and procedures on street maintenance and repairs for county, state, city and private roads Identify all water/sewer utility conflicts in ODOT rights-of-way Evaluate rights-of-way issues such as repaving county roads and ODOT utility relocations

Goals – UPDATE 2018

V) URBAN RENEWAL	Partners	Constraints & Opportunities	Priority	Timeframe (from 2018)	UPDATE 2018
A) Expend remaining Urban Renewal #1 funds		Needs to be downtown or old town area	High	6 months – 2 years	Façade improvement zero interest loan program adopted in 2017 Reconsider parameters for loans
B) Prepare maps and engineering plans for sewer to industrial area	Urban Renewal #2		High	6 months	Underway & project budgeted UR#2 2018
C) Amend Urban Renewal #2 or create Urban Renewal #3	County, other taxing agencies	May add 20% to current plan, 25% to overall land in City	Lesser	1 – 2 years	Options: A. Adopt minor amendment to UR#2 B. Adopt major amendment to UR#2 C. Adopt new project area Hold urban renewal meeting to discuss options
D) Prepare maps and engineering plans for street and sidewalk improvements along Crestline and Range Drives	County, Urban Renewal, LCSD	ROW width, utilities in ROW where walkway is located Safe Routes to School?	High	1 – 2 years	In conjunction with new sewer line along Crestline County graded and improved walking path on east side of Crestline Evaluate new development requiring undergrounding of utilities (currently required for new streets in subdivisions)—Dev Code

Goals – UPDATE 2018

VI) COMMUNITY RESILIENCY	Partners	Constraints & Opportunities	Priority	Timeframe (from 2018)	UPDATE 2018
A) Relocate Public Works facility					Completed
B) Designate Emergency Operations Center				Ongoing	Completed
A) Continue purchasing and storing supplies and equipment	County	Annual funding via matching County grant up to \$2500	High	Ongoing	New grant application being submitted (enhancing radio communications capabilities)
B) Train staff and conduct response exercises; public outreach and education	County, Fire District, LCSD, CERT	Use LCSD and FEMA resources	High	Ongoing	Tsunami presentation with State OEM held 3/15 @ Community Center, in conjunction with Fire District and CERT
C) Prepare communications plan and standard operating procedures	Other agencies, businesses and non-profits, Lincoln County Amateur Radio Club		High	Ongoing	Purchased ham radios; city operator's licenses TBD Coordinate with County on streamlining and troubleshooting notification system and process



CITY COUNCIL MEETING AGENDA

COVER SHEET FOR DISCUSSION / ACTION

TITLE OF ISSUE: Wastewater Line Infrastructure to Serve Industrial Park

REQUESTED BY: City Manager

FOR MEETING DATE: April 12, 2018

SUMMARY OF ISSUE:

The City Council for the City of Waldport approved a master plan for the industrial park at its meeting on September 14, 2017, and authorized proceeding with preliminary design of the wastewater infrastructure improvements that are necessary to serve the area.

There is \$440,000 budgeted in fiscal year 2017-18 for this project, using urban renewal funds. Preliminary engineering has determined that half of the roadway will need surface restoration, due to i) spacing requirements between Waldport and South Lincoln County Water District waterlines and the proposed sewerline, which forces the line into the road, and ii) new Lincoln County requirements to repave to the center line (rather than trench), which is an unanticipated cost. In addition, to achieve a functional system from the industrial area all the way to the treatment plant, additional work is needed downstream. Therefore, additional funding sources will need to be secured to fully design and construct the work downstream from the park.

STAFF RECOMMENDATION or ACTION REQUESTED:

Authorize the City Manager to apply for a grant from the Regional Infrastructure Fund.

BACKGROUND:

A master plan was prepared and approved for the Industrial Park, located in the southern part of town adjacent to Crestline Drive. An important element to attract and facilitate development is providing wastewater collection infrastructure inside the park and extending to the wastewater plant that is located northerly adjacent to Lint Slough.

The City Council, acting as the Urban Renewal Agency, approved \$440,000 in the 2017-18 budget for wastewater infrastructure, with funding from Urban Renewal Project Area No. 2. Westech Engineering recently completed a draft preliminary report describing the sewer system improvements that are needed to connect to the industrial park, summarized in the table below:

Item	Cost	% of Total
Mobilization & Traffic Control	\$57,500	6%
Pipeline from Range Drive to Dahl Avenue	\$401,000	42%
Road/Asphalt Work	\$249,700	26%
Soft Costs @ 35% (contingency, engineering, administrative)	\$248,000	26%
Total	\$956,200	

Source: Westech draft preliminary report dated 4/4/18

The above work will connect to the existing collection infrastructure at Range Drive, but it does not resolve downstream capability shortfalls that must be resolved before activating the entire collection system from the industrial park. This work involves one of two options leading to the wastewater plant: Correcting existing infrastructure, or building new infrastructure.

Siphon corrective work in Township 13 may be the preferred option, with a cost of approximately \$350,000. This cost is a very preliminary estimate, which will need to be further evaluated after a survey is done as part of the upcoming wastewater master plan. If siphon corrective work is not technically or financially practical, then a new line downhill to the plant, bypassing the siphon, would need to be built to handle the flow from the industrial area.

The projected cost of the downstream improvements identified above is approximately \$1,306,000. The proposed budget for next fiscal year includes \$660,000 from Urban Renewal #2 for wastewater improvements for the industrial park connection, which will be discussed and deliberated at the upcoming budget meeting. If this budget is approved by the Budget Committee, that would leave an estimated shortfall of \$646,000. Keeping this in mind, staff is recommending that the City Council authorizes the City Manager to prepare an application to Business Oregon for the Regional Infrastructure Fund ("RIF"). Attached is information regarding this grant opportunity. Additionally, city staff is working to set up a meeting with the County to discuss Crestline Road jurisdictional status and requirements for paving.

After constructing the sewerline improvements, properties in the industrial park will be able to tie into the system at Dahl Avenue and Range Drive. Future improvements needed within the park include i) pump station, ii) gravity collection system (properties along Ann Street), and iii) pressurized grinder collection system (interior properties that are at lower elevations). The cost of each of these systems is approximately \$1 million, for a total cost of \$3 million. There will need to be additional discussions and decisions related to funding of these components.

Attachments: Regional Infrastructure Fund information



REGIONAL INFRASTRUCTURE FUND APPLICATION DATA SHEET

Background

The Regional Solutions Program approaches community and economic development by recognizing the unique needs of each region in the state and working at the local level to identify priorities, solve problems, and seize opportunities to complete projects. Leveraging/aligning resources (technical assistance, capacity, as well as grants and loans) to address the highest regional priorities is necessary for sound and long-term economic growth. To grow Oregon's economy and create jobs across the state, all resources in the community – public, private, and civic – must work together to shape the future and to complete on-the-ground projects.

State resources (staff time, technical assistance, and grants/loans) are strategically aligned throughout Oregon to accomplish these goals through Regional Solutions Advisory Committees, Centers, Coordinators, and Teams. This alignment serves and supports the unique needs of each region. The regional boundaries are aligned with the 11 federally designated Economic Development Districts.

In 2013, the Oregon Legislature added a tool to the Regional Solutions toolbox, the Regional Infrastructure Fund (RIF). The RIF provides grants and loans to local governments for Regional Solutions implementation projects including planning and design. Business Oregon administers the fund and rules for its administration.

Funding for 2017-19

During the 2017 Legislative Session, the Legislature authorized the issuance of lottery bonds to produce \$4 million in net proceeds for the RIF. Those dollars are to be distributed statewide, with each of the 11 regions being allotted a minimum of 5% (\$200,000).

Lottery bond proceeds may only be used for capital construction projects. Capital construction means the construction, modification, replacement, repair, remodeling, or renovation of a structure, or addition to a structure, that is expected to have a useful life of more than one year (ideally 20 years as bonds are repaid over the same timeframe), and includes, but is not limited to:

- Acquisition of land, or a legal interest in land, in conjunction with the capital construction of a structure.
- Acquisition, installation of machinery or equipment, furnishings, or materials that will

become an integral part of a structure.

- Activities related to the completion of capital construction, including planning; design; authorizing, issuing, carrying, or repaying interim or permanent financing; land use, and environmental impact studies; and acquisition of permits, licenses, or other services connected with the construction. If construction does not occur, repayment could be required.
- Acquisition of existing structures, or legal interests in structures, in conjunction with the capital construction. Capital construction does not include: (1) Maintenance and repairs, the need for which could be reasonably anticipated; (2) Supplies and equipment that are not intrinsic to the structure; or (3) Furnishings, unless the furnishings are acquired in connection with the acquisition, construction, remodeling, or renovation of a structure, or the repair of a structure that is required because of damage or destruction of the structure.

Program Goals

- Address regional priorities.
- Support capital projects with strong economic development impact.
- Align with, or leverage, other investments to retain and create jobs.

Eligible Projects & Applicants

Because the source of funding is bonded debt, eligible expenditures are only for capital construction as noted under funding for 2017-19. Some past examples of funded projects include industrial land development; broadband infrastructure; workforce housing; construction or renovation of water/sewer systems, docks, trails, roads, and buildings; levee modernization; infrastructure for career/technical education; and food processing and distribution.

The RIF is managed by Business Oregon and provides grants and loans to local government sponsors for infrastructure projects, including planning and design. Private and non-profit entities are able to receive funds provided they have a local government sponsor as the applicant. The local sponsor will be responsible for ensuring project completion and contracting with the ultimate recipient. Local government means a city, county, authority, or entity organized under state statute or city or county charter, and includes any council of governments.

Projects funded with lottery bonds should plan to expend the funds within two years of issuance of the contract.

Selection Process & Timeline

DATE	ACTION
April 30, 2018	Deadline for application
May 2018	Regional Solution Teams verify, review & score applications (including a feasibility review)
June-July 2018	<ol style="list-style-type: none"> 1. Advisory Committees, with staff support, review applications and their assigned scores <ol style="list-style-type: none"> a. Scores inform/guide the discussion, but are not the final determinant b. Committees offer an opportunity for public comment 2. Committees send their recommendations to the Grant & Loan Review Committee <ol style="list-style-type: none"> a. Each RSAC recommends one or more projects for the region b. The committee will rank all project recommendations in priority order c. The total of all project recommendations for any one region may not exceed \$2 million
August 2018	Grant and Loan Review Committee reviews and recommends projects and award amounts to the Legislature <ul style="list-style-type: none"> • Committee designated by Business Oregon • Consists of a geographically diverse, odd number of members from the Oregon Business Development Commission & the Infrastructure Finance Authority Board, as well as Regional Solutions Conveners • Must include at least 1 city representative & 1 county representative
September 2018	Regional Solutions & Business Oregon present recommendations to the Legislature
Winter 2018 – Spring 2019	Business Oregon develops and finalizes loan/grant agreements for approved projects

Regional Solutions Coordinators – Contact Information

Region and Coordinator	Phone	Email & Address
NORTH COAST Mark Ellsworth (Clatsop, Columbia, Tillamook, and western Washington Counties)	Mobile: 503-703-6706	Mark.Ellsworth@oregon.gov Tillamook Bay Community College 4301 3 rd Street Tillamook, OR 97141 (by appointment only)
MID WILLAMETTE VALLEY James LaBar (Marion, Polk, and Yamhill Counties)	Mobile: 971-209-8371	James.LaBar@oregon.gov Somerville Building 775 Court Street NE Salem, OR 97301
SOUTH WILLAMETTE VALLEY Jackie Mikalonis (Benton, Lane, Lincoln, and Linn Counties)	Mobile: 503-881-6871	Jackie.Mikalonis@oregon.gov University of Oregon 1715 Franklin Blvd, Room 225 Eugene, OR 97403
SOUTH COAST & SOUTHERN OREGON Alex Campbell (South Coast: Coos, Curry, and Douglas Counties) (Southern: Jackson and Josephine Counties)	Mobile: 541-601-0408	Alex.Campbell@oregon.gov 100 East Main, Suite A Medford, OR 97501
METRO Raihana Ansary (Clackamas, Multnomah, and Washington Counties)	Mobile: 503-339-5223	Raihana.Ansary@oregon.gov Portland State University Market Center Building 1600 SW Fourth Ave, Suite 109 Portland, OR 97201
NORTH CENTRAL OREGON Nate Stice (Hood River, Sherman, and Wasco Counties)	Mobile: 971-283-8817	Nate.Stice@oregon.gov Columbia Gorge Community College 400 E Scenic Drive, Suite 307 The Dalles, OR 97058
CENTRAL & SOUTH CENTRAL OREGON Annette Liebe (Central: Crook, Deschutes, and Jefferson Counties) (South Central: Klamath and Lake Counties)	Mobile: 541-610-7215	Annette.Liebe@oregon.gov 1011 SW Emkay Drive, Suite 108 Bend, OR 97702
GREATER EASTERN & NORTHEAST OREGON Courtney Warner Crowell (Greater Eastern: Gilliam, Grant, Harney, Malheur, Morrow, Umatilla, and Wheeler Counties) (Northeast: Baker, Union, and Wallowa Counties)	Mobile: 541-429-2120	Courtney.Crowell@oregon.gov Eastern Oregon University 233 Badgley Hall One University Blvd. La Grande, OR 97850

Oregon Business Development Department

Chapter 123

Division 61

REGIONAL INFRASTRUCTURE FUND

123-061-0010

Purpose

These rules establish the criteria and process for selecting projects to be funded by the Regional Infrastructure Fund. The 2013 Oregon Legislature created the Regional Infrastructure Fund for the purpose of providing grants and loans to local governments for Regional Solutions implementation projects including long-range planning, research, and design. As provided in 786 OL 2013 § 3, the Oregon Business Development Department shall administer the Regional Infrastructure Fund.

Statutory/Other Authority: ORS 285A.075 & OL 2013 c.786 §3

Statutes/Other Implemented: ORS 285B.551 & OL 2013 c.786 §3

History:

OBDD 15-2016, f. & cert. ef. 12-22-16

OBDD 7-2014, f. 4-30-14, cert. ef. 5-1-14

123-061-0020

Definitions

The following terms have the following definitions, unless the context clearly indicates otherwise:

- (1) "Department" means the Oregon Business Development Department defined in ORS 285A.070.
- (2) "Fund" means the Regional Infrastructure Fund.
- (3) "Grant" means funds for an awarded project that are not required to be repaid, if contract conditions are met.
- (4) "Grant and Loan Review Committee" means a committee designated by the Department, comprised of a geographically diverse, odd number of members from the Oregon Business Development Commission and the Oregon Infrastructure Finance Authority Board, to determine project awards. The Committee must include at least one member that is a representative from a city and at least one member that is a representative from a county.
- (5) "Loan" means a non-revolving loan for an awarded project. Loan funds are required to be repaid after project completion.
- (6) "Project" means a project funded by the Regional Infrastructure Fund that supports regional economic and community development.
- (7) "Local government" means a city, county, authority or entity organized under state statute or city or county charter, and includes any council of governments.
- (8) "Region" means an economic development district in Oregon, created by the Economic Development Administration of the United States Department of Commerce, for which the Governor has appointed a Regional Solutions Advisory Committee.
- (9) "Regional priorities" means the priorities for economic and community development established by a Regional Solutions Advisory Committee.
- (10) "Regionally-based planning committees" means Regional Solutions Advisory Committees appointed by the Governor as described in Chapter 82 Oregon Laws 2014.

Statutory/Other Authority: ORS 285A.075 & OL 2013 c.786 §3

Statutes/Other Implemented: OL 2013 c.786 §3, OL 2014 c.82 §2, 3 & 5

History:

OBDD 15-2016, f. & cert. ef. 12-22-16
OBDD 7-2014, f. 4-30-14, cert. ef. 5-1-14

123-061-0030

Project Applications

- (1) Regional Solutions, in coordination with the Department, will develop an application to apply for project funding and develop procedures for review and award. Applications will be received by the Department.
- (2) Regional Solutions, in coordination with the Department, will announce periods for local governments to submit applications for funding.
- (3) The announcement will identify the types of funds available and the eligible uses.
- (4) The applicant must be an Oregon local government. A project must have a local government sponsor but may provide either a public or private benefit.
- (5) If a project or applicant is deemed ineligible, the applicant will be notified by the Department. The director of the Department, or a designee, will consider appeals of the eligibility determination. Only the applicant may appeal, and appeals must be submitted in writing to the director within 15 calendar date of the decision being appealed. The director's decision is final.

Statutory/Other Authority: OL 2013 c.786 §3

Statutes/Other Implemented: OL 2013 c.786 §3, OL 2014 c.82 §2, 3 & 5

History:

OBDD 15-2016, f. & cert. ef. 12-22-16

OBDD 7-2014, f. 4-30-14, cert. ef. 5-1-14

123-061-0031

Project Criteria

Projects shall be evaluated by the Department and the Regional Solutions Teams for whether the project will:

- (1) Address one or more regional priorities.
- (2) Support the retention or creation of jobs in the region directly impacted by the project.
- (3) Not require or rely upon continuing subsidies from the Department for ongoing operations.
- (4) Help meet the sustainable community objectives as noted in ORS 184.423(2).
- (5) Be ready for implementation. The project has:
 - (a) Identified all applicable and required permits within the project schedule.
 - (b) Committed funding contributions from other public, private, or philanthropic resources.
 - (c) Demonstrated community support.
- (6) For economic development projects, be consistent with Oregon Business Development Department strategic plan priorities.

Statutory/Other Authority: OL 2013 c.786 §3

Statutes/Other Implemented: OL 2013 c.786 §3, OL 2014 c.82 §2, 3 & 5

History:

OBDD 15-2016, f. & cert. ef. 12-22-16

123-061-0032

Public Involvement

Eligible projects will be forwarded to the applicable Regional Advisory Committee for review and recommendation of projects from that respective region. Regional Solutions Advisory Committees must provide at least 14 days for the public to review meeting agendas, projects materials and provide comment on proposed projects before such a Committee makes its final recommendation.

Statutory/Other Authority: OL 2013 c.786 §3

Statutes/Other Implemented: OL 2013 c.786 §3, OL 2014 c.82 §2, 3 & 5

History:

OBDD 15-2016, f. & cert. ef. 12-22-16

123-061-0033

Funding Allocation and Project Recommendation

(1) Each region will receive a base of five percent of the total amount available during any round of applications. If a region does not submit a timely application or submits one for less than five percent, the five percent or remaining percent for that region may be awarded to other projects.

(2) Regional Solutions Advisory Committees will recommend projects from their region to the Grant and Loan Review Committee.

(3) The Department will establish a Grant and Loan Review Committee, which will review project recommendations, determine projects and amounts to award.

Statutory/Other Authority: OL 2013 c.786 §3

Statutes/Other Implemented: OL 2013 c.786 §3, OL 2014 c.82 §2, 3 & 5

History:

OBDD 15-2016, f. & cert. ef. 12-22-16

123-061-0035

Contracts

(1) Upon approval of an award from the Fund, the Department will enter into a binding contract with the local government.

(2) The contract for a grant and/or loan shall be in a form provided by the Department and will include but not be limited to:

(a) A provision that disbursements from the Fund will be according to the terms of the contract;

(b) The eligible use of funds;

(c) The performance standards expected of the local government;

(d) The repayment obligation of the local government for failure to perform the specified project activity.

(e) Other provisions that the Department considers necessary or appropriate to implement the award.

(3) In the event of a contract default, any recovered funds will be returned to the Fund and may be awarded to another project.

(4) A contract for a loan must be authorized by an ordinance, order or resolution adopted by the governing body of the local government in accordance with the local government's requirements for public notice and authorizing debt.

Statutory/Other Authority: ORS 285A.075 & OL 2013 c.786 §3

Statutes/Other Implemented: OL 2013 c.786 §3

History:

OBDD 15-2016, f. & cert. ef. 12-22-16

OBDD 7-2014, f. 4-30-14, cert. ef. 5-1-14

REGIONAL SOLUTIONS PROGRAM

Regional Infrastructure Fund | 2017-19

Request for Applications

Minimum of 5% of funds allotted per region

Biz OR & Regional
Solutions Open
Application Process
March 15-April 30, 2018

Request for Applications identifies:

- Types of funds available & eligible uses
- Eligible applicants
- Evaluation criteria & selection process
- Form for submittal
- Deadlines for submittal

Project Verification &
Evaluation
May 2018

- Regional Solutions Teams verify information in applications & review applications for feasibility

Evaluation Criteria (partial list)

- Regional Solutions priority(ies) addressed by project outcomes
- Demonstrated community support
- Project has a sustainable business plan
- Supports retention or creation of jobs
- Project readiness (identified applicable permits; committed funding contributions from other sources)

RSACs Review &
Recommend Projects
June-July 2018

Regional Solutions Advisory Committees (RSACs)

- Provide opportunity for public comment at least 14 days in advance of consideration at RSAC meeting
- Recommend projects for funding to Grant & Loan Review Committee

Grant & Loan Review
Committee Selects
Projects
Early-Mid August 2018

Grant & Loan Review Committee selects projects to advance to the Legislature

- Committee designated by Business Oregon
- Consists of a geographically diverse, odd number of members from the Oregon Business Development Commission & the Infrastructure Finance Authority Board, as well as Regional Solutions Conveners
- Must include at least 1 city representative & 1 county representative

Legislative Review
September 24-26, 2018

- Regional Solutions and Business Oregon present recommendations to the Legislative Emergency Board for approval/funding
- Funds available in Spring 2019

Approved Projects
Submitted to Biz OR for
Implementation
Winter 2018 -
Spring 2019

- Funding contract for loan, grant, or combination executed with project sponsor
- Funding requests received & processed by Business Oregon staff
- Project progress monitored by Business Oregon & Regional Solutions Coordinators

CITY COUNCIL MEETING – April 12, 2018
CITY MANAGER REPORT

1. Financial Report

The January report summary is attached.

2. Open Space

Hatfield Marine Science Center is not pursuing its wetlands mitigation on the open space site, contributing to the mitigation bank instead. Staff will be evaluating this matter further and report back. Still no word from FEMA on the transfer from the School District to the City.

3. Housing Meeting

The City of Newport is convening an all-county meeting, which is unfortunately scheduled for April 12th @ 3 pm, our Council meeting day (today). City Planner Larry Lewis will be attending for the City. Attached is the invite letter for information.

4. Tsunami Resilience Land Use Planning – Beat the Wave Results Meeting

Oregon Department of Land Conservation and Development has offered to meet with the Planning Commission at its meeting on April 23rd from 2 to 4 pm. regarding “beat the wave” planning, and the City Council is invited, as is the public. Attached is a draft agenda for information.

5. Grant Research and Technical Support Services

Dig Deep has submitted a proposal for consideration by the City, which includes basic membership and add-ons, as noted in the attached document. I have also asked them about proposing to do critical review for the Regional Infrastructure Fund application, which is due April 30th.

6. Statement of Economic Interest (SEI) Filing

From the email:

...please submit your SEI by April, 15 2018.

<https://apps.oregon.gov/OGEC/EFS/Home/SignIn>

Please do not disregard this notice. Failure to file your SEI may result in the accrual of civil penalties.

Please be sure to update your profile if you have changes to your email or other personal information. If you have any questions regarding this process, please contact the Oregon Government Ethics Commission office at 503-378-5105.

Please do not reply to this email as replies will not be delivered to the Commission.

Thank you,

*Oregon Government Ethics Commission
3218 Pringle Rd. SE, #220
Salem, OR 97302-1544*

City of Waldport

PO Box 1120, Waldport, OR 97394

Phone: (541) 264-7417

Email: finance@waldport.org



FINANCIAL REPORT FOR PERIOD ENDING MARCH 31, 2018

FINANCIAL SUMMARY OF REVENUES, EXPENSES, AND CHANGES IN FUND BALANCES

Revenues and expenditures have been categorized into operating (ongoing) and capital (long term). Capital revenues are committed, either by state or council, to fund improvements to the systems or to repayment of debt for such improvements.

Funds	General, Community	Street, Road District	Urban Renewal	Public Works	Water	Wastewater	Totals
Operating Revenues	1,051,393	228,441	-	646,084	433,711	447,628	2,807,258
Operating Expenses	879,112	160,674	482	609,382	406,951	432,090	2,488,691
Net Operations	172,281	67,767	(482)	36,703	26,760	15,538	318,567
Capital Revenues	86,527	-	68,644	14,669	270,245	62,485	502,570
Capital Outlays	43,751	-	128,290	-	240,924	31,494	444,460
Debt Service	86,053	-	-	30,370	34,493	45,418	196,334
Net Capital	(43,277)	-	(59,646)	(15,701)	(5,172)	(14,427)	(138,223)
Net Revenue (Loss)	129,004	67,767	(60,128)	21,002	21,588	1,111	180,344
Beginning Balances	640,926	178,313	301,580	110,115	176,828	378,531	1,786,293
Ending Balances	769,930	246,080	241,452	131,117	198,416	379,642	1,966,636
Net Revenue (Loss)	20%	38%	-20%	19%	12%	0%	10%

REVENUE HIGHLIGHTS

General fund received franchise taxes of \$10,856.

Community fund received \$29,564 from Lincoln County Library District.

Street fund received state gas taxes of \$10,853.

Utility usage and billings are comparable to the previous year.

Public works sold the 1978 KW 10 yard dump truck for \$14,669.

Water fund received \$122,650 in grant and loan funds for McKinney Slough waterline relocations.

	YTD Usage	YTD Billings
Water		
Residential	14,250	86,304
Commercial	2,219	17,959
Multiple Dwelling	2,301	10,523
Total Water	18,770	114,786
YTD for Last Year	17,666	111,352
	YTD Usage	YTD Billings
Wastewater		
Residential	5,559	66,258
Commercial	2,219	22,344
Multiple Dwelling	2,128	20,455
Total Wastewater	9,906	109,057
YTD for Last Year	9,903	102,045

EXPENDITURE HIGHLIGHTS

Water fund paid BBSI \$5,028 for temporary services.

ODOT requested and received a deposit of \$122,650 for the portion of relocations to be constructed with ODOT's work.

Wastewater paid USDA \$45,418 for debt service.

Public Works Internal Services	YTD Billings	% of Total
Water Plant	164,112	25%
Distribution	105,783	16%
Wastewater Plant	195,641	30%
Collection	86,993	13%
Streets, Storm	74,161	11%
Other Projects	18,424	3%
Total	645,114	100%

CAPITAL PROJECTS OVERVIEW

	YTD Activity	Project to Date	Project Budget
Capital Outlay Projects			
✓ Network Server, Firewall, Switch Transportation System Plan	10,753	10,753	11,830
Lint Slough Trail	-	-	176,000
Waziyata Beach Access	21,206	39,623	40,080
✓ Parks & Recreation Master Plan	989	4,283	21,400
Disc Golf	2,450	48,634	42,530
Crestline Playground, Skate Park	843	843	18,000
✓ Industrial Area Master Plan	-	-	25,000
Way Finding, Beach Access	7,511	162,414	170,000
Commercial Facade Improvements	-	-	25,000
Wastewater Infrastructure to IP	8,980	8,980	440,000
✓ WWTP UV System Upgrade	119,310	119,310	115,000
Water Rights	5,470	71,613	-
2MG Reservoir Rehabilitation	28,267	412,054	350,000
Eckman Creek Flood Repairs	8,151	27,283	225,282
WTP Upgrade, Master Plan	36,792	52,899	195,000
Skyline/Chad Waterline Tie In	-	-	10,000
McKinley Slough Waterlines	150,607	167,288	464,000
✓ Eckman Pump Station Repair	11,637	11,637	-
Inflow & Infiltration Mitigation	15,558	38,041	52,483
✓ Lagoon Sludge Removal	15,936	17,106	32,000
Wastewater Master Plan Update	-	-	75,000
Grinder Station Rehab	-	-	10,000
Pump Station Upgrade	-	-	25,000
WWTP Electronic Actuators	-	-	12,000
Totals	444,460	1,192,761	2,585,605

✓ Completed projects

Kittelson & Associates was selected as traffic engineering consultant for Waldport's Transportation System Plan, ODOT contract negotiations are underway.

Public Works will be finishing Lint Slough trail with placement of benches and signage.

State parks has agreed to increase grant (80% of project costs) for Waziyata Beach Access engineered storm drainage!

UR#2 has spent \$8,980 on preliminary design to extend wastewater to the Industrial Park.

Will receive bids for Eckman Creek water line in April, with construction scheduled for June.

Work on the Water Master Plan is proceeding.

Pre-construction meeting for McKinley Slough Bridge waterline relocations was held with Pacific Excavation, ODOT and IFA. Work for the \$248,178 project is expected to begin mid-April and to be complete mid-May.



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

March 22, 2018

Susan Woodruff, Mayor
Kerry Kemp, City Manager
City of Waldport
PO Box 1120
Waldport, OR 97394

RE: Housing Meeting on April 12 at 3 P.M.

Dear Mayor and City Manager:

The Newport City Council invites you and your Council/Commission and staff to participate in a work session on Thursday, April 12, 2018, at 3 P.M. at Newport's City Hall to discuss housing issues that impact all our communities. This meeting is a follow up on a previous meeting held 18 months ago to determine whether there are any regional strategies that could be implemented in order to help address all types of housing levels in Lincoln County. The Lincoln County Managers have discussed holding this second meeting with the appointed and elected local government leaders to update and re-engage leaders' discussions on county-wide strategies to address housing concerns throughout the county.

Following the last meeting, the Economic Development Alliance of Lincoln County held a number of discussions with city and county planners on housing issues. Furthermore, a number of regulatory changes have been made by various jurisdictions in the past 18 months, and a number of housing developments have moved forward within the county. This would be a good time to continue discussions on this important issue among County elected and appointed officials. The proposed discussion items for this meeting would be as follows:

- 1.) Updates from participants on housing issues within their jurisdictions.
- 2.) Discussion on potential use of housing funds held by CSC for Waldport, Newport, and Lincoln County.
- 3.) Discussion on desired levels of housing throughout Lincoln County to address needs.
- 4.) An update from the Lincoln County Economic Alliance on housing issues.
- 5.) Next steps to address the housing supply throughout Lincoln County.

Lincoln County is experiencing a number of changes that will bring more employees to the county. One example of this was the groundbreaking for Oregon State University's Marine Studies Initiative, which occurred on Thursday, March 15. While OSU is building student housing to address that particular housing need, there will be significant growth in jobs at the Hatfield Marine Center that will also require housing in Lincoln County. As a growing economic region on the central coast, it is important that we take steps to address both existing and anticipated housing needs in all Lincoln County communities.

Please discuss possible participation in this meeting with your Council/Commission and contact Newport City Recorder, Peggy Hawker, at p.hawker@newportoregon.gov to let her know if your organization will be participating in this meeting on April 12. It would also be helpful to have an approximate count of individuals participating so we may set up Council Chambers to adequately accommodate the meeting. Also, let Peggy know if you have any suggestions relating to the agenda for the meeting. Please remember if a quorum of your elected body is likely to participate, then we would suggest that you also post this meeting as a joint work session, in order to address any open meeting issues. The location which should be indicated for the open meeting is the Newport City Council Chambers, City Hall, 169 SW Coast Highway, Newport, Oregon 97365.

If you have any other questions, please feel free to contact either of us, or City Recorder, Peggy Hawker, for further information.

Sincerely,



Sandra Roumagoux
Mayor, City of Newport



Spencer R. Nebel
City Manager, City of Newport

Cc: Newport City Council
Lincoln County Economic Alliance - Caroline Bauman
CSC - Pegge McGuire
Lincoln County Housing Authority-Kathy Kowtko
Oregon Cascades West Council of Governments- Fred Abousleman

Tsunami Resilience Land Use Planning

Beat the Wave Results Meeting

April 23, 2018, 2-4pm

Waldport, OR

AGENDA

- ◆ Introductions, agenda review
- ◆ Overview of tsunami project
 - Funding, NOAA Project of Special Merit
 - Two part project (beat the wave modeling + evacuation planning)
- ◆ Overview of Beat the Wave (BTW)
 - Motivation
 - Methods & data
 - Outcomes & products
- ◆ Results for Waldport
 - Vulnerabilities & strengths
 - Scenarios
 - How to use results
- ◆ Questions, discussion
 - Think about evacuation planning
- ◆ Next steps
- ◆ Adjourn



CITY OF WALDPART DIG DEEP MEMBERSHIP PROPOSAL

March 30, 2018

CURRENT NEED

The City of Waldport (City) is a small, seaside town of fewer than 2,100 residents on Oregon's southern coast. Founded in the late 1800s, the City's major industries were logging and fishing. Though these industries still exist, Waldport has been making a conscious effort to transition from a resource extraction-based economy to one that's more sustainable in the long-term. Focus has been placed on increasing tourism to the area and attracting new businesses that will offer more living wage employment opportunities.

The City is currently undertaking two substantial projects in support of this economic transition: a 160-acre Industrial Park complex and a robust parks master plan that endeavors to create a connected system of trails, parks, open space, and recreational facilities.

The City is currently seeking grant research and technical support services from Dig Deep Research, LLC (Dig Deep) to help identify and prepare for the pursuit of external funding opportunities to support design and construction activities related to these two projects; specifically, implementation of park improvements outlined in the Parks Master Plan, and connectivity to the sanitary system to service the Industrial Park complex.

RECOMMENDATIONS

The Dig Deep team is confident it can help support Waldport's long-term efforts to change its economic footprint by providing valuable resources to assist the City in identifying funding options for these high-priority projects. Based on discussions with City officials and independent research, we recommend Dig Deep's **Basic Membership**.

The Dig Deep Basic Membership is specifically designed for busy municipalities with limited budgets, allowing members to tap into an expert research team to help increase funding success rates without incurring significant consulting costs. This membership option provides unique tools

DIG DEEP

for strategic planning, while giving members the flexibility to explore and excavate capital funding opportunities at their own pace. Specifically, the Basic Membership provides:

- 1. List of Funding Opportunities: A comprehensive list of capital funding opportunities – including grants and low-interest government loans – specifically relevant to the City’s two priority projects. The inclusive list of capital funding programs saves weeks of tedious online research and puts the City ahead of the game in its quest for the best funding pursuits to advance. The list allows for quick review and is designed for long-term use.
- 2. Dig Deep Resource Library: The Dig Deep Resource Library offers a wealth of information to help your City strategize and execute your targeted funding pursuits. Resource materials include educational articles such as: *What are the Most Important Considerations When Evaluating Funding Opportunities*, *What are the Characteristics of a Fundable Project*, *How to Minimize your Out-of-Pocket Expenses*; tools to *Estimate your Project’s Funding Potential*, *Construction Project Budget Template*, and examples of successful capital grant applications; and website links to sources with data to support your project such as area demographics, endangered species, drought statistics, and more.
- 3. Ask a Grant Strategist: The Ask a Grant Strategist feature, accessible online in the Resource Library, puts members in touch with one of Dig Deep’s expert grant strategists who can provide additional guidance to help advance your funding plans.

In addition to the Basic Membership, the City can benefit from several optional “a la carte” services, including:

- 1. Project Pursuit Plans in which we provide customized recommendations about specific funding opportunities, along with guidance about optimal timing, pursuit strategy, and leverage scenarios.
- 2. Grant Application Critical Review in which Dig Deep strategists review and provide grant reviewer feedback on your grant proposal to help ensure the City is submitting the most competitive proposal possible based on funder priorities and evaluation criteria.
- 3. Host a Funder Event in which we help plan, organize, and facilitate an on-site meeting with representatives from various relevant funding agencies to educate them about the City’s pri-



ority projects and to help cultivate new relationships with targeted funders.

COST AND TERMS

Memberships are offered on an annual basis, coinciding with the fiscal year ending in 2019 (July 1, 2018 to June 30, 2019). Basic Membership costs provided below are for the entire membership year. In recognition of the City’s rural status and limited resources, we have provided a reduced rate structure as shown below, assuming the City commits to a Membership by the end of the current fiscal year (June 30, 2018).

Phase		Value	Cost to Waldport
Phase 1	Basic Membership (for two capital projects)	\$12,500	\$7,500
Phase 2	Pursuit Plan Add-on (price per funding pursuit)	\$4,000	\$1,250
Phase 2	Application Critical Review Add-on (price per grant application)	\$12,000	\$7,500
Phase 2	Funder Meeting Add-on (excluding travel expenses)	\$4,000	\$2,750

We recommend the City initiate grant-seeking efforts by selecting the Basic Membership option for the first quarter of FYE2019, which will help evaluate the best funding options to pursue in FYE2019. Subsequently, the City can enter the next phase of work in the second quarter of FYE2019, by selecting the most appropriate options depending upon the best opportunities identified in the first phase. For example, the City may opt to receive two Pursuit Plan deliverables for the top two prospects identified in Phase 1, thus enhancing funding potential for two specific projects.

Membership fees will be invoiced in two payments – the first at time of Membership activation and the second at the beginning of the third quarter of the fiscal year. Add-on services are also billed in two payments – one at project initiation, and the other upon project completion. Add-on options



may be added at any time during the membership period, and will be processed as amendments to the original membership contract. .

CONSULTANT TEAM

The Dig Deep strategist team is an experienced and savvy group of grant professionals with expertise in capital funding and strategic grants planning.

Tia A. Cavender, MA, GPC, Lead Strategist

As lead strategist for Dig Deep Research, Tia counsels local government agencies, developers, and engineers about how to secure external funding. A frequent presenter at professional conferences, Tia is known as a national expert on capital grants and government grant-seeking. She is a Certified Grants Professional (GPC) and a veteran member of the Grants Professionals Association. She has earned two Master's degrees from the University of Colorado in Industrial / Organizational Psychology and Clinical Psychology.

Jennifer L. Waltz, Strategist

Jen has more than 10 years experience managing research and analysis projects. She has extensive experience managing evaluation projects, securing research funding, and conducting usability testing protocols. Jen excels in mixed-methods analysis and evaluation, and presenting results into clear written format that all readers can understand. Jennifer has a BA in Communications from Metropolitan State University in Denver.

Rachel Hood, Strategist

Rachel has 15 years of experience managing teams and building public-private partnerships. Rachel has helped secure millions in federal, state, and private funding to implement cutting-edge climate solutions at the local level. At Dig Deep, Rachel serves as a subject matter expert on community planning, environmental education, renewable energy, and issues related to the energy-water nexus.



RELEVANT EXPERIENCE

City of Newport, OR | Strategic Planning & Technical Assistance

Since 2011, Dig Deep (formerly Chase Park Grants) has served as the City's Grants Consultant of Record to help raise external capital funding for public works projects. *Outcome: Helped the City raise \$14M in public financing and \$2.9M in government grants for various water infrastructure, water supply, and wastewater projects, in addition to saving the City \$3.4 million in interest savings. Since 2014, the City of Newport's public works department has yielded an average annual 6:1 return on investment.*

Pitkin County, CO | Strategic Planning and Technical Assistance

Dig Deep worked with the County Manager's Office to evaluate funding potential and identify funding for planned capital improvements in Aspen, Basalt and Snowmass, Colorado. *Outcome: 1) Helped secure a \$150,000 grant from the US Bureau of Reclamation. 2) Identified \$1.3M in funding for priority projects. 3) Delivered a 4:1 return on investment within eight months of receiving services.*

City of Yuma, AZ | Strategic Planning

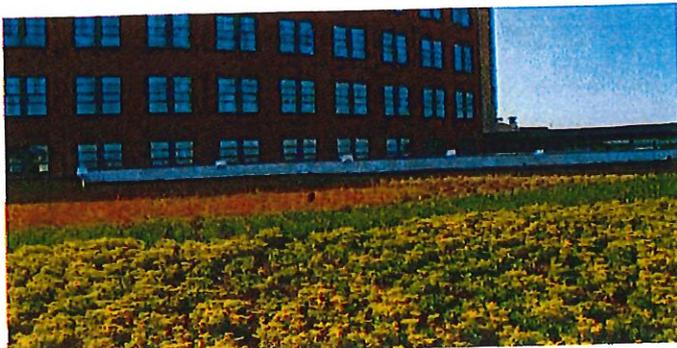
From 2012 to 2015, Chase Park helped the City's planning and public works departments identify funding options for capital improvement projects, including the design of a new sports complex, brownfield redevelopment projects, and an emergency water storage facility. *Outcome: Identified more than \$3.5M in funding options for the City.*

Bluff Lake Nature Center, Denver, CO | Strategic Planning

Dig Deep helped identify and obtain funding for the design and construction of the Bluff Lake Dam Restoration project. *Outcome: 1) Helped secure \$1.2M in government grants. 2) Helped establish a new tax credit incentive program for local donors, which helped donors save thousands of dollars. 3) Identified \$2M in new funding sources. 4) Secured over \$230,000 in grants for storm water pollution projects.*



Collaboration Counts in Securing Funds



Metro Health Hospital Green Roof, Grand Rapids, MI

Dig Deep's approach to securing capital funds is about much more than technical assistance. "The Dig Deep team understood exactly what we needed," comments the City of Newport's Public Works Director Tim Gross. "Plus, Dig Deep engaged our target funding agency in the planning process, setting us up for success." CEO Tia Cavender notes that forging these relationships is an absolute must for fundraising success. Collaboration between funder and recipient improves the overall project and significantly increases the rate of funding success, both now, and in the future. Highlights below showcase Dig Deep's track record in securing funds.

Money Secured Project Highlights

Bluff Lake Nature Center

PROBLEM A leaking lake posed big problems and big design costs.

SOLUTION During the planning phase, Dig Deep identified a new design firm to create an alternative, less expensive design for the project that saved \$500,000, and helped secure \$1.1 million in state grants.

Metro Health Hospital

PROBLEM The costs for a new 58,000-square-foot green roof were out of reach for a small, osteopathic teaching hospital in West Michigan.

SOLUTION A Dig Deep strategist helped identify and secure \$660,000 in state grants, corporate sponsorships, and private grants to fund 2/3 of the overall green roof construction cost.

CLIENT	MONEY SECURED	PROJECT
Bluff Lake Nature Center, CO	\$1.1 million in state and private grant funds	Water infrastructure for Bluff Lake
City of Cheyenne, WY	\$17 million in state and federal grants	Water infrastructure projects in the City of Cheyenne's West Edge redevelopment area
City of Newport, OR	Over \$14 million in low-interest government loans; raised \$2.9 million in federal, state and private grants	Various water and wastewater capital improvement projects throughout the City of Newport
City of Newport, OR	\$500,000 in state grants	Alternatives analysis and feasibility planning for the Big Creek Dams remediation project
Metro Health Hospital, Grand Rapids, MI	\$660,000 in state and private grants	Installation of green roof on new facility
Pitkin County, CO Landfill	\$150,000 in federal grants	Installation of a portable, on-site wastewater treatment system at the County's waste management facility

Insight + Creativity = Cost Savings



Bluff Lake Nature Center, Denver, CO

The City of Newport, OR, hired Dig Deep to identify a potential grant for the City's water infrastructure projects. What the City didn't expect was for the Dig Deep team to look at everything in its capital improvement plan and make recommendations about where to save money. This kind of unique, long-term thinking is what sets Dig Deep apart from other consultants. "We might talk you out of pursuing a particular grant," reveals CEO Tia Cavender. "We weigh the potential success of the grant against the competitive landscape; how much time and money it costs to secure and administer the grant." As noted in the examples below, these critical insights help organizations save money and plan strategically for future funding needs.

Money Saved Project Highlights

City of Newport, OR

PROBLEM A laundry list of expensive capital and infrastructure projects had stressed the City's capital budget for years.

SOLUTION By identifying government loans and public financing options, Dig Deep helped the City save \$3.7 million in costly interest payments, and defer payments until the first phase of construction was completed.

Gibson Athletic

PROBLEM This privately held manufacturer of athletic equipment was burdened with high state taxes.

SOLUTION Dig Deep revealed to the company that it was eligible for specific income tax credits, qualifying the business to receive >\$40,000 in state and federal tax credits. As a result of the state tax credits, the company hasn't had to pay state income taxes for the past four years.

CLIENT	MONEY SAVED	RESULT
Bluff Lake Nature Center, CO	\$500,000 in design/engineering costs	With Dig Deep's referral of a more innovative engineering firm, Bluff Lake Nature Center saved costs on an improved design solution, and secured over \$1.1 million in state funding
City of Newport, OR	\$3.7 million in interest payments	Redirected \$3.7 million in tax revenues to pay for other capital improvements
Gibson Athletics, CO	\$40,000 annually, for four years, in state and federal tax savings	Able to reinvest funds into operating budget annually for four years
Share Good Foods, CO	>\$50,000 in state and federal income tax credits	Increased operating capital by \$50,000

Impacting the Bottom Line



Newport Fire Station, Newport, OR

At Dig Deep, ROI is the single most important indicator we track when measuring success. For cost-conscious municipalities and other organizations who are held accountable to taxpayers and other stakeholders for every expenditure, this indicator is doubly important. So how does Dig Deep fare? We consistently deliver a 100% ROI within 12–18 months of a client implementing our recommendations. Below are more details on our impressive ROI track record.

ROI Project Highlights

Agate Beach

PROBLEM The City of Newport, OR, needed to upgrade its wastewater system, but lacked the funding for the project.
SOLUTION Dig Deep did its digging to find a government loan at 2.49% APR versus the typical municipal bond at 3.89% APR. Not having to pay interest until construction for Phase 1 was completed, the City saved \$2.2 million in interest payments.

Big Creek Road

PROBLEM A landslide from a storm event wiped out the only access route to the City's raw water supply source. Repairs were needed immediately, but funds were lacking.
SOLUTION FEMA subsidized 75% of the costs, and Dig Deep helped identify and secure an Oregon Emergency Grant to cover the remaining 25% that was the City's responsibility. Consequently, the City was reimbursed for 100% of the unexpected, storm-related repair costs by government grants.

TITLE	ROI	DESCRIPTION	INVESTMENT	RESULT
Agate Beach Wastewater Improvements for City of Newport, OR	41:1	Repair and update the City's wastewater system at Agate Beach	\$49,300	\$2 million in interest savings and the City was able to leverage their money to complete the project immediately; spending the interest savings on other capital improvement projects
Automated Metering Infrastructure for City of Newport, OR	5:1	Replace the City's outdated water meter system with new digital equipment and software	\$50,000	\$300,000 in federal grants for cost of digital meters
Big Creek Road in Newport, OR	16:1	Repair access road to the City's only source of water	\$12,700	\$216,702 in state grants to cover 100% of the City's cost of the road repair
Newport Fire Station	6:1	Retrofit the City of Newport's main fire station to withstand a seismic event	\$50,000	\$1.5 million in state grants to fund 100% of the fire station improvement costs
Pitkin County, CO Landfill	3:1	Helped identify and secure a grant to improve the County's septic waste removal process	\$42,500	\$150,000 in federal grants for waste removal improvements
Share Good Foods, CO	5:1	Assess potential for workforce development programs	\$9,600	\$50,000 reinvested in operating and workforce development costs

A crystal-clear vision for funding today and tomorrow



When Tim Gross began his tenure as Director of Public Works and City Engineer for Newport, OR, it didn't take long to realize that the needs on his capital improvement plan far outnumbered the digits in the city's budget. Government grants seemed a likely source for capital improvement funds. But how to go about grant-seeking, and do it successfully? That's where Gross needed help. So, he partnered with Tia Cavender of Dig Deep, a leading cultivator of creative solutions for municipalities in the hunt for capital improvement funding.

Step one for Gross and the Dig Deep team of researchers was to develop a long-term, comprehensive strategy for all capital improvement projects. That's a critical piece of advice Gross follows. "Don't think about where you are today, but rather, where you need to be three, five or even 10 years down the road." With Dig Deep's insights, Gross learned exactly which projects were most "fundable," and which funding programs were worth pursuing. Next, they successfully secured grants and low-interest loans to pay for the planned capital improvements.

Over a five-year period, the City of Newport secured approximately \$14 million in low-interest government loans, and \$3 million in grants from federal, state and private sources. With Dig Deep's expert approach to capital grant-seeking, Gross now has a sustainable funding plan in place for replacing and repairing the city's aging infrastructure.

"Pairing fundable projects with public—and private—capital funding allows the City to stretch its investments," explains Gross. "In some instances, we don't have any out-of-pocket funds because we're able to use one grant to provide the match for the next. That's part of the strategic planning process, understanding how all those pieces fit together."

Capital Improvement Project Highlights

Newport Fire Station

PROBLEM Research around the Cascade Subduction Zone revealed a 40% likelihood of a seismic event in the next 50 years, which Newport's main fire station could not withstand.

SOLUTION The team identified and secured a \$1.5 million grant to fund 100% of the costs to seismically retrofit the building and bring it up to current seismic standards.

Bay Moore Road

PROBLEM The City needed to repair and update its road and storm drainage system near a bayside road, but lacked the funds to pay for the upgrades.

SOLUTION By tapping into a special public financing package to replace the bayside storm drainage system, the strategist team creatively rolled six projects into one loan package, secured 1% APR financing for the entire group of projects, and helped save the City \$2.2 million in interest payments.

Big Creek Dams

PROBLEM The City recently discovered that the Upper and Lower Big Creek Dams, which provide the sole source of water for the city, are seismically deficient. In the event of a mild or moderate seismic event (i.e., 3 or higher on the Richter scale), the soil under the dam will liquefy and the two dams will fail, leaving up to 60,000 visitors and residents without water for three to six months. The cost of a new dam is expected to be \$40-\$50 million over the next five to 10 years.

SOLUTION Created a long-term strategic funding plan to secure funding for the Dam planning, design, and construction:

- Secured \$500,000 in government grants and \$800,000 in 1% APR financing for fish passage planning, design and environmental permitting
- Submitted a \$1M request for gap funding (pending) to the state of Oregon
- Pursuing \$6M-plus for the next phases of work.

4:1 ROI
\$4 for every \$1 invested
from 2012-2017

Secured grants totaling
\$2.9M

Saved
\$3.7M
in loan interest

Secured
\$14.15M
in low-interest financing

42
partnerships created with
influential stakeholders

**Waldport Public Library
Board of Trustees
Minutes of Regular Meeting February 13, 2018**

Members Present:

Shirley Hanes, Chair
Jan Hansen, Vice Chairman
Brian Fodness
Barbara Smith-Huggins

Others Present:

Sue Bennett, Library Director

Members Absent:

Gary Hodges

Call to order, introductions & review of agenda: Shirley Hanes, Chair, called the meeting to order at 9:40 a.m.

Minutes: The minutes from the January meeting were unanimously approved.

Financial Report: The financial report was reviewed and the budget is on track.

Committee Reports: No Report

Director's Report: Ms. Bennett provided a review of the programs that occurred during the month of January. Adult craft night saw the largest attendance since the program began in December 2016.

The children's programs continue to be well attended.

Planning for the summer reading program has started. The library applied for a grant from St Luke's by the Sea Episcopal Church to help with the cost of the performers and will know in March if we received the grant.

The library received a grant in the amount of \$600 from Pilcrow to purchase children's books. In partnership with Seashore Literacy Center, the library is holding a silent auction of Senitila McKinley's artwork to help raise the matching funds of \$300 required by the grant. Any additional funds over \$300 raised from the auction will go towards the Seashore Summer Lunch Program. The silent auction runs through the month of March and will end at 5:30 pm on March 26th. The library will hold an event on that day.

The library will purchase cameras and a security alarm for the back door in the non-fiction room for security purchases. The Board is in agreement with the purchases.

The budget process has started for FY2019.

Old Business:

New Business: The City Manager has requested that the Board add an ongoing agenda item to discuss and provide updates to the Board from City Council regarding the library building.

Brian Fodness suggested the assessment for space needs for the library and the layout of a new library building be completed by a professional.

The Board also would like to have community input in what they would like to see in a new library building.

Board Members concerns: None stated.

Actions or Recommendations to the City Council: None.

Public Comment: None.

Announcements: None.

Next Regular Meeting: March 13, 2018 at 9:30 a.m.

Adjournment: Ms. Hanes adjourned the meeting at 10:32 a.m.

Waldport Public Library

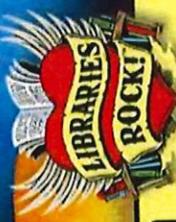
Monthly Circulation FY 2016-17

Patron Category	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	TOTAL
LCLD-Adult	2935	3,042	2,590	2,675	2,563	2,847	2741	2,584	2,771				24,748
LCLD-Youth	135	158	97	96	78	29	31	63	61				748
Waldport Adult	2,008	2,170	1,821	1,965	1,910	1,880	2064	1,946	2,280				18,044
Waldport Youth	83	213	66	81	27	48	62	40	82				702
CITIES (Adult & Juv)	50	64	81	100	90	87	65	0	10				547
Temporary 1 yr	38	54	51	45	29	23	35	15	27				317
Temporary	78	100	39	0	0	0	0	29	26				272
OCCC	0	1	26	41	8	2	20	8	17				123
Oregon Passport	102	160	81	56	108	79	83	86	136				891
Interlibrary loan out	<u>52</u>	<u>102</u>	<u>45</u>	<u>65</u>	<u>56</u>	<u>47</u>	<u>64</u>	<u>46</u>	<u>68</u>				545
Chinook Circ	5,481	6,064	4,897	5,124	4,869	5,042	5,165	4,817	5,478	0	0	0	46,937
% circ in public lib	52%	51%	48%	49%	47.00%	49.47%	47.08%	49.39%	54.15%				
*Non-cataloged	716	631	532	619	464	526	517	421	753				5,179
Library2Go *	<u>263</u>	<u>278</u>	<u>242</u>	<u>250</u>	<u>274</u>	<u>332</u>	<u>329</u>	<u>270</u>	<u>336</u>				2,574
	979	909	774	869	738	858	846	691	1089	0	0	0	7753
GRAND TOTAL	6,460	6,973	5,671	5,993	5,607	5,900	6,011	5,508	6,567	0	0	0	54,690
<i>Last Year</i>	6,916	5,907	5,156	5,861	5,885	6,066	6,241	5,865	6,772	5,738	5,674	6,666	72,747
Interlibrary loan in	51	22	49	44	32	35	64	50	50				397
Computers	1,093	1,175	1,086	1,001	946	1,016	1,081	1,052	1,238				9688
WiFi	439	*1511	1561	1575	1537	1528	1671	1451	1689				11451
Patrons added	30	49	30	28	31	22	37	20	25				272
Program attendance	534	409	488	324	750	483	217	206	470				3881
Program attendance FY2017	552	342	151	329	496	229	129	521	1077	288	251	721	5086

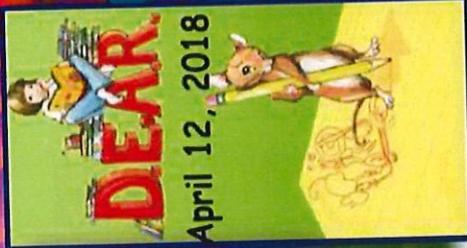
*New wifi router installed allowing for an accurate count of wifi users. Users are now counted hourly 24 hours a day. Someone using the wifi for three hours is counted for each hour.

Waldport Library April 2018 Youth Events

Wednesday Baby Story Time, 10 a.m. --- Thursday Story Time, 2 p.m.
 460 Hemlock, Waldport, OR, 541 563-5880, waldportlibrary.org, Facebook



**WALDPOR LIBRARY
 YOUNG WRITERS'
 COMPETITION 2018**
 Awards Night:
 Thursday, April 12, 2018
 5:30 p.m.



Bring your own basket!
 Bring a dozen plastic eggs with Library friendly prizes.
 Dress up! Books, songs, crafts, and an Egg Hunt!

Egg & Prize Hunts

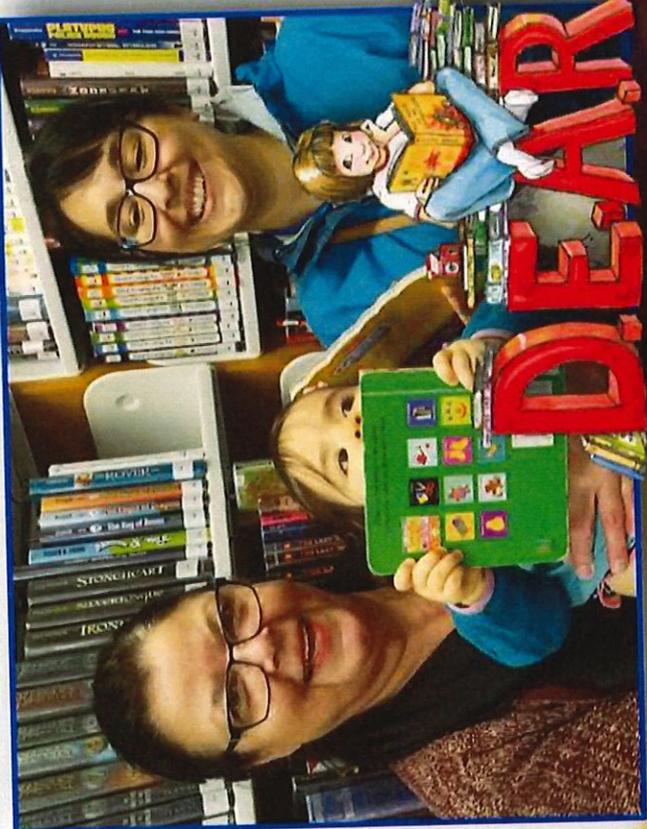
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

The PLANT STAND
 WEDNESDAY & SATURDAY
 9:00 am to 4:00 pm
 Open April = June

Drop Everything And Read

Resources for
HOMESCHOOLERS

POLM
 POCKET



LEGO
 Waldport Library Lego Club Story Structure Competition
 Construction Day:
 Friday, May 4, 2018
 3:30 - 5 p.m.
 Awards Day: Friday, May 11, 2018
 3:30 - 4:30 p.m.



LEGO
 Lego Club
 Open Build
 Fridays @ 3 p.m.



Waldport Library April 2018 Adult Events

460 Hemlock St., Waldport, OR 97394, 541 563-5880, waldportlibrary.org, Facebook

—Tues., April 3, 6:30-8 p.m.—**Library Knitting & Fiber Group.** Contact Laura Mayer, 541 867-4920, laumays513@gmail.com.

—Thurs., April 12, 5:30 p.m.—**Waldport Library Young Writers' Competition Awards Night.**

—Thurs., April 12—**Drop Everything And Read Day.**

—Sat., April 14, 2-4 p.m.—**Second Saturday Home School Group.** Bring interactive board games, puzzles or/and coloring books as well as a healthy snack to share. Share ideas, meet new friends, have fun, and find out about library resources.

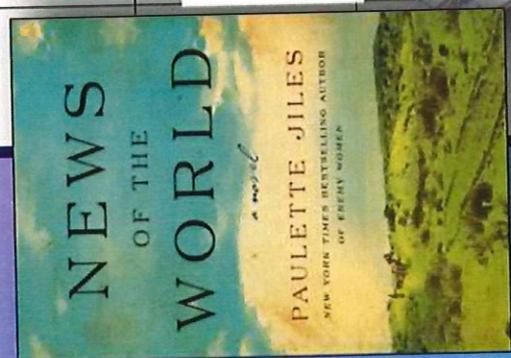
—Thurs., April 26—**Adult Craft Night, 5 p.m. Hand-bound Journals with Margie Wall.** Learn to make your own journal book. All supplies provided. Free program.

—Thurs., April 26—**National Poem in Your Pocket Day.**

—Sat., April 28—**Central Oregon Coast Button Club, 1-4 p.m.** Bring your buttons! Contact Maeona Urban at ubanart@peak.org or 541 547-4299.

—Mon. April 30—**Waldport Book Club**—10:30 a.m. This month's book is: **News of the World, a novel,** by Paulett Jiles. <http://www.waldportlibrary.org/news-events/lib-nes/waldport-library-book-club> or contact the Waldport Library at 541 563-5880.

—Mon. April 30—**Open Mic Poetry Night.** Celebrate National Poetry Week with readings by fellow, local poets. All are welcome to bring your poems to share.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1  Easter	2 Knit & Fiber Group 6:30-8 p.m. 	3	4	5	6	7
8	9  WALDPOR LIBRARY YOUNG WRITERS' COMPEITION 2018 Awards Night Thursday, April 12, 2018 5-5:30 p.m.	10	11	12	13	14 Second Saturday Home School Group 2 p.m.
15	16	17	18	19	20	21
						
23  POETRY Mon. April 30, 5-7 p.m.	24	25	26	27	28	29
30 Waldport Book Club 10:30 a.m.						



**City of Waldport
2018 LAND USE / BUILDING PERMIT ACTIVITY**

Date	Application/ Activity	Applicant	Zoning	Tax Map/Lot Location	Description	Status
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For the Period March 5, 2017 through April 6, 2017

3/5/18	Building Permit	Wayne Smith	R-1	13-11-19DC/500 660 Ball Blvd Township 13	Covered patio extension on single family dwelling	Approved 3/9/18
3/12/18	U.S. Army Corps/Oregon DSL Joint Permit	Ron Boucher	R-2	13-11-20BD/2400 1640 Alsea Hwy	Dock replacement	Completed 3/12/18
3/16/18	Building permit	Splitrock Properties LLC	D-D	13-11-19BD/1301	Interior remodel – add loft	Approved 3/23/18

"LOOKING BACK"

The Council has been making history in Waldport for over a century, and I thought you might find reading minutes from 100 years, 75 years, 50 years and 25 years ago somewhat interesting. If you'd like, this could be included in your upcoming packets on a regular basis.

- Reda Eckerman, City Recorder -

March 5, 1918

Common Council of the City of Waldport met in regular session. Present: Mayor Goucher, Aldermen S.S. Davis, Marion Ruble, Isaac Banta, E.F. Gillette, Marshall C.M. Starr.

Minutes of last meeting read and approved.

Bills allowed and ordered paid:

C.M. Starr, Services as Marshall for month of Feb.	\$10.00
F.R. Overlander, Hall rent for Jan. & Feb.	\$ 2.25
Clara Everson, Services as Recorder for Feb.	\$ 5.00

Motion carried that the resignation of C.R. Evens be accepted, that he hold office till his successor be appointed.

Reports of Committees. Report of water system first in order, Mr. Gillette making his report.

Moved by Davis, supported by Banta to accept Ordinance No. 45 to change the meeting nights to the 1st and 3rd Tuesdays of each month.

Motion carried to pass to the 2nd reading of Ordinance No. 45. Motion carried to pass to the 3rd reading. Voted and passed to adopt the Ordinance.

Moved by Banta, supported by Ruble to pass the following resolution:

No.1 Be it resolved by the Common Council of the City of Waldport, Oregon.

That the City Recorder be directed to have a copy of Ordinance No. 45 of the City of the City of Waldport, Oregon, published in the regular issue of the Waldport Watchman for one regular issue of said paper.

Passed by the Common Council of the City of Waldport, Oregon, Mar. 5, 1918.

Moved by Banta, supported by Davis to accept said resolution, and placed upon the minutes.

Moved by Banta, supported by Davis to accept the following resolution:

No. 2 Be it resolved by the Common Council of the City of Waldport, Oregon.

That the City of Waldport employ Morris Wygant as City Engineer at a price of \$10 per day, for the purpose of making a preliminary survey to determine the feasibility of the City water supply from Eckman Creek to Waldport.

Passed by the Common Council of the City of Waldport, Mar. 5, 1918.

Lewis Colvin was duly elected Alderman to fill the vacancy caused by E.R. Buker.

Also Fred Overlander was duly elected Alderman to fill the vacancy caused by C.R. Evens.

Moved by Banta, supported by Ruble to accept the following resolution:

No. 3 Be it resolved by the Common Council of the City of Waldport, Oregon.

That the City of Waldport employ W.H. Waterbury to act as City Attorney of the City of Waldport, Oregon.

Passed by the Common Council of the City of Waldport, Oregon, Mar. 5, 1918.

Moved by Banta, supported by Ruble to accept the following resolution:

No. 4 Be it resolved by the Common Council of the City of Waldport, Oregon.

That the City Recorder of the City of Waldport, Oregon, issue a Warrant in favor of W.H. Waterbury for the sum of \$25 to defray expenses of said Attorney in the matter of City Water supply.

Passed by the Common Council of the City of Waldport, Oregon, Mar. 5, 1918.

Minutes read and approved.
On motion, meeting adjourned.
Clara Everson, Recorder

March 19, 1918

Common Council of the City of Waldport met in regular session. Present: Mayor J.W. Goucher, Aldermen S.S. Davis, Marion Ruble, E.F. Gillette, Isaac Banta, Marshall C.M. Starr.

Minutes of last meeting read and approved.

Motion carried to grant Mr. Walker a franchise for putting in city lights, voting by roll call: Banta - yes; Davis - yes; Ruble - no; Gillette - yes.

Communications from 2 bonding companies and also letter from W.H. Waterbury read before the Council.

Motion carried to pass to the 2nd reading of franchise.

Motion carried to allow bill of \$75 to J.W. Walker for City lights.

Moved by Banta, supported by Ruble to declare Mr. Dennis' license legal from Jan. 1 to Dec. 31, 1918. Voting by roll call: Davis - yes; Banta - yes; Gillette - yes; Ruble - yes.

On motion adjourned, and continued till Tuesday, March 26.

Clara Everson, Recorder

March 26, 1918

Common Council of the City of Waldport, Oregon met in adjourned meeting. Present: Mayor Goucher, Aldermen S.S. Davis, E.F. Gillette, Isaac Banta, Marion Ruble, and Marshall C.M. Starr.

Minutes of last meeting read and approved.

Communications read.

Motion carried that we adopt the following resolution for water supply from Weist Creek. Voting by roll call: Davis - yes; Ruble - yes; Gillette - yes; Banta - yes. Carried.

Resolution.

Whereas the present supply of water for domestic purposes within the City of Waldport is insufficient and it is necessary for the public health and safety and for the protection of property within the City from fire that the sufficient and proper supply of water be obtained; and

Whereas a suitable supply of water for the City of Waldport be obtained from Eckman Creek;

Be it Resolved by the Common Council of the City of Waldport, that the City Recorder of the City of Waldport is hereby directed to file, with the proper authorities of the State of Oregon, an application for 0.85 second feet of water of the stream known as Weist Creek; at a point 30 ft. North of the Center of Section No. 33, Township 13 South, Range 11 West, Will. Meridian. Application to be for water to be used for Domestic purposes within the City of Waldport, and that the City Recorder be and is hereby directed to sign all necessary papers, for such purpose on behalf of the City of Waldport.

Passed the 26th day of March, 1918.

J.W. Goucher, Mayor Attest: Clara Everson, Recorder.

Motion carried to instruct the Marshall to cut and trim the trees at Strake's Corner, for the benefit of the electric light.

Moved by Banta, supported by Davis to instruct the Marshall to fix the sidewalk with sawdust at Strake's Corner.

Minutes read and approved.

On motion, meeting adjourned.

Clara Everson, Recorder

March 16, 1943

The regular monthly meeting of the Common Council of the City of Waldport, Oregon, was held in the Council Chambers of the said City at 7.30 P.M. of the above date with Mayor Goodman presiding. Council members present: Harry Dey, Desmond Fulp, H.A. Lowry, H.A. McMillin and E.K. Starr. Absent: Ray Walker. City officers present: Recorder Kelly, Fire Chief and Marshall Rhoades, City Atty. McCluskey, Engineer Ambler and St. Comm. Houge. Absent: Treasurer Burns and Auditor Wilson.

Minutes of the previous meeting were read and approved after the word construction had been changed to obstruction as per the recommendation of Councilman Fulp.

After the current bills had been audited by the Finance Comm. Councilman Starr moved, seconded by McMillin that all bills approved by the Fin. Comm. Be passed and warrants be drawn on the Treasurer for the respective amounts. Carried.

A petition, declaring dogs to be a menace to gardens, was presented to the Council asking that all dogs be kept up by their owners during the growing season, this because of the importance of producing extra food this year and the fact that much of the fencing material cannot be purchased on account of the government restrictions. After the question had been duly considered, and on the advice of the City Atty, the Council decided the best course was to make an appeal to the common sense and patriotism of the dog owners, and the Recorder was instructed to put a notice in the local paper asking owners to keep their dogs at home.

A letter from Jack R. Robinson was read asking for an easement in front of his property to enable him to build a concrete walk. Engineer Ambler recommended that Mr. Robinson should be present and the Marshall was sent for him, but found he had already gone to bed. On the motion of Councilman Starr, 2nd by McMillin, the Council voted the Street Committee, with City Eng. Ambler should be authorized to meet with Mr. Robinson and decide what it was best to do in the matter.

Proposed Ordinances Nos. 166 and 167 having been read by the Recorder, it was moved by Starr, 2nd by McMillin they be passed to second reading by title only, carried.

Engineer Ambler reported that he had been advised by Army engineers that the government would furnish all the pipe and would stand the cost of laying same from the City main to the site of the proposed cantonment, and suggested the advisability of granting the government the use of the water at a lower rate, that it might influence the government to allow the City of Waldport the continued use of the pipe after the war. After considerable discussion it was decided no change in rates should be made.

Mr. Houge reported some of the pipes leading to the dock and dock toilets had been damaged during the freezing weather, and asked whether the necessary repairs should be charged to the City or to the Port of Alsea. On the motion of Fulp, 2nd by McMillin it was voted the City should stand this expense.

No further business appearing it was moved by McMillin, 2nd by Lowry, that Council adjourn until 8 P.M. the next regular meeting date, which is Apr. 1st, 1943.

H.L. Kelly, Recorder Leo Goodman, Mayor

March 7, 1968

Roll Call: Mayor Rolph, Councilmen Pankey, Torrey, Kauffman, Bird, Boydston, Seaman (absent); Superintendent Halversen, Assistant Superintendent Becker, Engineer Cullen, Police Chief Sloan, Attorney Hollen, Recorder Berger.

Correction on Planning Commission minutes, should read Plat #1 (corrected). Minutes stand approved as read.

Motion made by Councilman Torrey and seconded by Councilman Pankey to open bids for water pipe. Five bids were received: 1) Consolidated Supply Co.; 2) H.D. Fowler Co.; 3) Waterworks Supply Co.; 4) Utilities Supply Co.; 5) Johns-Manville. Motion made by Councilman

Torrey and seconded by Councilman Pankey to accept the H.D. Fowler bid, lowest according to specifications. Motion carried. (Recorder will write letters to the firms that bid)

On motion made by Councilman Pankey and seconded by Councilman Bird to appoint Mr. John Wells as City Budget Officer for the year of 1968-1969. Motion carried.

Motion made by Councilman Pankey and seconded by Councilwoman Kauffman to submit the Resolution to the State Highway Department for repairs on a City street for the year of 1969 (Crestline Drive). Motion carried.

Report by Councilman Torrey that the "Clean Up Committee", appointed by the Mayor, is functioning.

City Building Inspector Allen Becker wanted to know what is the difference between a solid concrete foundation and a continuous poured concrete foundation which is approved by the FHA and the GI building code? After a discussion it was decided that all Councilmen should read the copy of Standard Uniform Building Code book (copies in Recorder's office) and on motion made by Councilman Bird and seconded by Councilman Boydston to have Attorney Hollen draw up an Ordinance adopting a Uniform Building Code Latest Edition 1967 and present at the next Council meeting. Motion carried.

Report by Engineer Cullen: Preliminary work is under way and progress is being made in all studies (sewer).

Report by Superintendent Halversen: All sewer bends have been checked and replaced on Mill Street, and the supplies are on hand for the replacement of the water line.

The question of does the City have the upkeep of any roads or streets when a final plat is approved and accepted. The City does not take care of these streets unless they are accepted by the Council. In order to maintain them, a road district can be formed, or if the City accepts them they will be maintained according to the funds in the City's Street Budget, as stated by Attorney Hollen.

Report by Police Chief Sloan: As of July 1, 1968 the cost of boarding prisoners will go up to \$4.00 per day, male or female.

Motion made by Councilman Boydston and seconded by Councilman Bird, appointing Councilman Pankey as Chairman of the Judiciary Committee, and Councilman Torrey Chairman of the Police Committee, as recommended by Mayor Rolph. Motion carried.

Ordinance #319 "City Improvements" misplaced, Councilman can't find it.

Final plat Crestview Hills #1. Engineer Cullen feels the Mayor and maybe two Councilmen should sign each final plat that is within the City limits, or just the Mayor's signature. On motion made by Councilman Pankey and seconded by Councilwoman Kauffman to have Mayor Rolph sign and accept final plat for Crestview Hills #1. Motion carried.

The subject of cleated tractors on City streets. After a discussion, the City has no Ordinance pertaining to this, but all such vehicles can travel on the shoulders of such streets, but cannot cross a black-topped road without planking. This is the policy the City has been following.

Mayor Rolph reminded all Councilmen of a meeting of the League of Oregon Cities, to take place at the Newport City Hall on April 2, 1968 at 4:30 p.m., and urged all Councilmen, or as many as can attend, to be present.

Councilmen Bird and Boydston were appointed to look into the matter of the local ambulance not allowed to travel to Corvallis and Portland, and make a report at the next Council meeting.

Regular bills were audited by the Finance Committee, were read and approved on motion made by Councilman Bird and seconded by Councilman Pankey. Motion carried.

Meeting adjourned by Mayor Rolph.

Mayor Jesse Rolph Recorder Sophie V. Berger

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**March 11, 1993**

Roll Call: Mayor Fred O. Boehme; Council President Pat Tryon; Councilor George Russell, Ken

Train, John Atkinson, Tammy Battles, Jan Hansen; City Attorney Dave Gordon; City Recorder Marsha Baillie; City Planner Steve Williams.

Minutes: Councilor Hansen noted that on page two "Jed Clark" should read "Chet Clark" and "Mark Kennelly-Allman" should read "Mark Kennelly-Ullman". Also on page six, Councilor Hansen noted an unclear sentence in the first paragraph regarding the Waldport Post Office status. Finally, on page seven, in the second paragraph, "Port of Alsea" should have read "to all agencies involved". Councilor Train moved that the minutes be approved as corrected. Councilor Tryon seconded and the motion carried 6-0.

#### Committee Reports:

Public Works - Councilor Hansen, Chair. Councilor Hansen reported to the City Council that the State Highway Department requested that a resolution be implemented by the City regarding the no-parking area from the west side of the south end of the Alsea Bay Bridge to the intersection of Highway 101 and Highway 34. That resolution is number 703.

The contract between the City and the Handy Haven RV Park was also discussed. Waldport City Attorney David Gordon has rewritten the contract to include the changes discussed by Council at the last meeting and it was accepted by Mr. John Clark. Councilor Hansen moved that the City enter into the contractual agreement with Mr. Clark. Councilor Battles seconded and the motion carried 6-0. Councilor Hansen moved that the dump fees at the Handy Haven be set at \$3.00 and Councilor Atkinson seconded. City Attorney David Gordon suggested that a resolution be drafted to establish dump fees and presented to the City Council at the next meeting. There was discussion of Mr. Gordon's suggestion by Council. Councilor Hansen restated her motion to read that staff draw up a resolution to establish the dump fee at \$3.00 for Handy Haven to be acted upon at the next Council meeting. Councilor Atkinson seconded and the motion carried 6-0.

Councilor Hansen reported that a recommendation was received from the Traffic Safety Committee asking that a request be sent to the State Department of Transportation for the installation of a blinking yellow pedestrian crossing safety signal at the south end of Waldport. This request must be dated by March 15<sup>th</sup>, 1993. Councilor Hansen moved that the Council approve sending a letter to the state agency requesting a safety light as per the recommendation of the Public Works Committee and the Traffic Safety Committee. Councilor Train seconded and the motion carried 6-0.

Councilor Hansen reported that she contacted several area cities in regards to their requirements for error and omission insurance for city engineers. Based on these contacts Councilor Hansen moved that the City require Oregon Coast Engineers to carry general liability insurance in the amount set by ORS 30.260 but omit the requirement for errors and omissions from the contract and finalize the contract with Oregon Coast Engineers as City Engineer. Councilor Tryon seconded and the motion carried 6-0.

Councilor Hansen requested that Mr. Svennegson be contacted regarding altering the bid for the Broadway project to allow smaller equipment to be used for the overlay. This change has been approved by Keven Boyle, District 4 ODOT engineer. Councilor Hansen also requested that the contract be referred back to committee to incorporate the changes with the engineer and readjust the schedule for bidding with Council approval to readvertise. No objections were heard by the Council regarding Councilor Hansen's request.

Parks and Rec - Councilor Hansen, Chair. Councilor Hansen reported that the regular Parks and Rec meeting time has been established for the first Tuesday of each month at 4:00 p.m. at the Fire Hall meeting room.

Public Safety - Councilor Battles, Chair. Councilor Battles reported that the ballot measure for the addition of more police officers and an additional paid fire department personnel was discussed. Resolution 704 regarding the ballot measure was included in the Council packet.

General Admin - Councilor Tryon, Chair. Councilor Tryon reported that the General Admin Committee had no recommendations for the Council.

Staff Reports - City Attorney, Dave Gordon. Mr. Gordon reported to the Council that he had received a new proposed agreement between the City of Waldport and the Port of Alsea along with copies of ordinances which the Port of Alsea has adopted. It was Mr. Gordon's recommendation that these materials be referred to the Public Safety Committee.

Mr. Gordon also reported that the easement that crosses the Waldport Heights property on the east side of Lint Slough could be most easily vacated by the City executing a quick claim deed in favor of the property owner. Councilor Hansen moved that Mayor Boehme be instructed to sign the quick claim deed on behalf of the City. Councilor Tryon seconded and the motion carried 6-0 with Councilor Battles abstaining.

Staff Reports - City Recorder, Marsha Baillie. Ms. Baillie reported that, in conjunction with Mr. Gordon's report, Port of Alsea Director Loraine Oviatt has requested to be placed on the April City Council agenda to discuss the proposed agreement.

Citizens Concerns and Comments: None.

Correspondence: A letter received from MCI Communications offering long distance service to the City was addressed by the Council. The letter was referred to the General Admin Committee.

Also received was letter from the Lincoln County Board of Commissioners which contained an adopted resolution regarding supporting diversity, human and social impacts, et al. This matter was acted upon at the February City Council meeting.

A street vacation request was received from Dr. Oren Leong of Albany. Dr. Leong is requesting that the west-most portion of Fayette Street be vacated. City Planner Steve Williams enclosed a memo regarding street vacations to the Council along with the request. There was some discrepancy between Dr. Leong's request and Mr. Williams' memo. Mayor Boehme suggested that a letter explaining the City's policy regarding street vacations be sent to Dr. Leong. Councilor Atkinson recommended that this matter be referred to the Public Works Committee.

Public Hearing - Russell and Sandy Dahl, Comprehensive Plan Change Request. Mayor Boehme closed the Waldport City Council meeting and opened the public hearing.

Abstentions/Ex Parte Contact: Councilor Battles declared a conflict of interest and abstained. Councilor Train declared an ex parte contact but did not abstain.

Staff Report: City Planner Steve Williams listed the applicable criteria for a comprehensive plan change request and gave the Council a brief history of this case. Mr. Williams addressed questions from the Council.

Applicant Presentation: Newport attorney Dennis Bartoldus, who is representing Russell and Sandy Dahl, addressed the City Council. Mr. Bartoldus requested a seven-day extension from the Council be allowed in this matter. Mr. Bartoldus distributed a proposed Finding of Fact, showed maps of the area in question and gave an explanation of the request to the Council. Mr. Bartoldus listed the Department of Transportation's concerns with the Dahl request and responded to each. Mr. Bartoldus addressed questions from the Council.

Opponent Presentation: None.

Mayor Boehme closed the Public Hearing, leaving the record open for seven days, and reopened the Waldport City Council meeting.

Deliberation: due to the seven-day extension request, the deliberation for this hearing was tabled until the April 8<sup>th</sup> City Council meeting.

Public Hearing - Gabrielle Duvall dba Cliff House Bed and Breakfast, Conditional Use Permit Request. (Steve Tunturi, appellant.) Mayor Boehme closed the Waldport City Council meeting and opened the Public Hearing.

Abstentions/Ex Parte Contact: Mayor Boehme declared an ex parte contact as did Councilors Train, Russell, Hansen and Battles. These ex parte contacts were unrelated.

Staff Report: City Planner Steve Williams listed the applicable criteria for a conditional use permit request and gave the Council a brief history of this case. Mr. Williams addressed questions from the Council.

Applicant Presentation: Ms. Debra Novgrod addressed the Council on behalf of Ms. Gabrielle Duvall. Ms. Novgrod requested a seven-day extension from the Council be allowed in this matter. Ms. Novgrod also asked that it be included in the record that she requested Councilor Train abstain from discussing and voting on this issue. Ms. Novgrod asked that the Council consider the ordinances and regulations with direct bearing on the case, and disregard personal feelings when making their determination. Ms. Novgrod addressed the items listed in Mr. Tunturi's appeal, gave a history of the building's prior uses, and the process gone through in establishing the Cliff House Bed and Breakfast.

Jess Smith of 8663 Seal Rock Street, Seal Rock, addressed the Council on behalf of the Cliff House, citing its high ratings in travel magazines as having a positive impact on the area.

Marge Montague of 1341 Adahi Avenue, Waldport, spoke in favor of the Cliff House adding that, as a resident of Yaquina John Point, she does not foresee a traffic problem stemming from approval of the expansion request.

Carol Delen of 9904 Woodwren Avenue, Fairfax, Virginia, voiced her support for the Cliff House. As a frequent guest of the facility, she reported never having trouble maneuvering or parking her vehicle at the establishment.

Jean Gerard Diers of 869 S Low Road, Seal Rock, who recently purchased the Pine Beach Motel, added her support by crediting the Cliff House with helping to get sewer service on Yaquina John Point.

Joni Bicksler of 664 Yachats River Road, Yachats, owner of the Birds Nest Inn Bed and Breakfast in Yachats, showed support for the Cliff House and reminded those in attendance that bed and breakfasts are allowed in all zones.

Carl Miller of 95590 Highway 101, Yachats, co-owner of the Sea View Motel, stood in support of the Cliff House stating that there were traffic problems on Yaquina John Point before the bed and breakfast went into operation.

Gayle Coppin of 4455 Highway 101 N, Yachats, owner of the Amaroo Inn Bed and Breakfast, spoke in favor of allowing the Cliff House expansion to five bedrooms.

William Schroeder of 1670 N Highway 101, Yachats, gave his support to the Cliff House and added that, in numerous visits to Yaquina John Point, he had never experienced or witnessed traffic congestion.

Jack Howell of 1185 Norwood Drive, Waldport, addressed the City Council as a proponent of the Cliff House Bed and Breakfast expansion.

Colleen Nickerson of 1806 Lucy Lane, Waldport, owner of Colleen's Country Bed and Breakfast, spoke in favor of the request for expansion.

George Rossa of 95354 Highway 101, Yachats, owner of a five-room bed and breakfast, encouraged the City Council to approve the expansion request, adding that the five car per night impact is minimal.

Ealin Ireland of 95354 Highway 101, Yachats, co-owner of Sea Quest Bed and Breakfast, offered her support to the Cliff House.

Greg Staples of 184 E Lakeside Drive, Waldport, voiced his support for the Cliff House.

Opponent Presentation: Steve Tunturi, appellant, 990 Waziyata Avenue, Waldport, spoke in opposition of the Cliff House expansion. Mr. Tunturi asked that, in the interest of time, all audience members in opposition who live on Yaquina John Point and would directly be affected by expansion, stand up. Mr. Tunturi gave the Council a history of the expansion request and the objections raised by the neighbors. He also presented a petition and map of the Yaquina John Point properties in opposition to the expansion. He encouraged the Council to consider the wishes of the neighbors when making their decision. Mr. Tunturi addressed each of the issues originally named in the appeal.

Kim Lehmann of 1377 SW Adahi Avenue, Waldport, spoke in favor of denying the Cliff House expansion request.

Armin Lehmann of 1377 SW Adahi Avenue, Waldport, asked that the Council deny the five-bedroom expansion and read into the record a letter which addressed his reasons for supporting a denial.

Dick Davenport of 945 SW Waziyata, Waldport, spoke in opposition to the expansion request.

Ron Griffen of 1455 SW Adahi Avenue, Waldport, requested that the City Council deny the Cliff House application for expansion, citing the increase in traffic as a nuisance to the neighborhood.

Roberta Davenport of 945 SW Waziyata, Waldport, addressed the Council with her concerns for Yaquina John Point if the expansion request is approved.

Applicant Rebuttal: Ms. Debra Novgrod refuted allegations made to City Council regarding the legality of the Cliff House operation and concluded by asking that the City Council base its determination on the Development Code and City ordinances.

Mayor Boehme closed the public hearing, leaving the record open for seven days, and reopened the Waldport City Council meeting.

There was discussion of the procedure for leaving the record open for additional written testimony by the City Planner, City Attorney, and City Council. Ms. Debra Novgrod asked that she be allowed to retract her request for a seven-day extension. Mayor Boehme asked the Council if they would prefer to address the Cliff House request for expansion at that time or table the matter until the next meeting. It was the consensus of the Council to table the issue for deliberation and decision until the April 8<sup>th</sup> meeting.

City Hall Building Committee: Mayor Boehme reported to the City Council that the City Hall Building Committee met on March 9<sup>th</sup>. It was decided that there would be some interior wall changes. Mayor Boehme gave an explanation of the changes to be made.

New Business: None.

Resolutions and Ordinances: Councilor Train moved that Resolution 702 be referred to the Public Safety Committee for investigation into the number of signatures required for check signing. Councilor Tryon seconded and the motion carried 6-0.

Councilor Hansen moved for the approval of Resolution 703, seconded by Councilor Atkinson and the motion carried 6-0.

Councilor Battles moved for the approval of Resolution 704, Councilor Train seconded with corrections to the spelling of "ballot" and "of". Motion carried 6-0.

Councilor Train moved for the approval of Resolution 705, Councilor Tryon seconded and the motion carried 6-0.

Mayor Boehme announced that the City Council would be going into executive session at the close of the Council meeting under ORS 192.660(1)(e) and that, at the end of that session, the City Council may choose to re-convene.

City Council Reconvened: Councilor Hansen moved to amend the attorney fee agreement to increase fees to cover condemnation proceedings in accordance with the proposal submitted and to authorize the Mayor to sign. Councilor Train seconded and the motion carried 6-0.

Councilor Train moved that the City transfer \$15,000 from the water tank fund account to the sewer fund account to pay for the subcontractors for the land acquisition. Councilor Russell seconded and the motion carried 6-0.

Councilor Tryon moved to amend the motion for the transfer of funds to read that the City open an appropriate fund for the sewer treatment plant. Councilor Atkinson seconded and the amendment carried 6-0.

Meeting adjourned.

Marsha Baillie, City Recorder

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