

**WALDPORT CITY COUNCIL
JUNE 8, 2017
MEETING NOTICE AND AGENDA**

The Waldport City Council will meet at 2:00 p.m. on Thursday, June 9, 2017 in the City Council Meeting Room, 125 Alsea Highway to take up the following agenda:

1. CALL TO ORDER & ROLL CALL
2. MINUTES: *April 25 Budget Meeting & May 11 Council Meeting*
3. PUBLIC COMMENTS/PRESENTATIONS
4. PUBLIC HEARINGS
 - A. *State Revenue Sharing*
 - B. *Budget for 2017/2018*
5. DISCUSSION/ACTION ITEMS
 - A) *Proclamations:*
 - 1) *"ASK (Asking Saves Kids) Day"*
 - 2) *"Beachcomber Days"*
 - B) *McKinney Slough Bridge/Waterline Relocation*
 - C) *Consideration of Resolutions*
 - 1) *Establishing New Library Reserve*
 - 2) *Amending Budget for FY 2016/2017*
 - 3) *State Revenue Sharing for FY 2017/2018*
 - 4) *Adopting Budget for 2017/2018*
 - D) *Other Issues*
6. COUNCIL COMMENTS AND CONCERNS
7. REPORTS
 - City Manager*
 - City Librarian*
 - Public Works Director*
 - City Planner*
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 2nd day of June, 2017 - Reda Q. Eckerman, City Recorder

CITY OF WALDPOR T BUDGET COMMITTEE
APRIL 25, 2017
MEETING MINUTES

1. CALL TO ORDER AND ROLL CALL: Mayor Woodruff and Councilors Warwick and Holland, and Laypersons Harry Dennis, Alan Canfield, Dennis Meredith, Scott Perkins and Herman Welch answered the roll. Councilors Cutter, Dunn, O'Brien and Christenson, and Laypersons Mark Campbell and Lisa Miller were absent. A quorum was present.

2. SELECTION OF BUDGET COMMITTEE CHAIR: Mr. Welch nominated Ms. Woodruff for Chair. Mr. Perkins seconded. There were no other nominations. The vote was unanimous for Ms. Woodruff.

3. PUBLIC HEARINGS:

a. State Revenue Sharing: Chair Woodruff opened the public hearing on State Revenue Sharing at 1:40 p.m. There were no comments. Chair Woodruff then closed the public hearing. Mr. Canfield **moved** to approve State Revenue Sharing and recommend its adoption to the City Council. Mr. Welch **seconded**, and the motion **carried** unanimously.

b. City Budget: Chair Woodruff opened the public hearing on the proposed City of Waldport budget for FY 2017/2018. There were no comments. Chair Woodruff then closed the public hearing.

4. DISCUSSION/ACTION ON BUDGET:

City Manager Kemp reviewed the budget message and noted that there had been two outside agency requests for funding, one from the Meals on Wheels program and the other from Oregon Coast Community College Small Business Development Center..

The Budget Committee commenced review of the budget document, fund by fund. Discussion ensued. Under the Reserves and Unappropriated Summary, it was suggested that, with regard to the Public Works equipment reserve, the actual remaining life of the vehicle replace the estimated life. Under General Fund - Public Safety, Mr. Canfield noted that the Citizen's Patrol appreciated the allocation set aside by the City, but that this year it was not necessary. Mr. Holland **moved** to take out the \$500 allocation for Citizen's Patrol and put it into Contingency. Mr. Meredith **seconded**, and the motion **carried** unanimously on a voice vote. Under Community Fund, Mr. Welch **moved** to allocate an additional \$500 to Meals on Wheels from Contingency. Mr. Canfield **seconded**, and the motion **carried** unanimously. Under Water Fund - Water Reserves, discussion ensued regarding the allocation for the McKinney Slough Bridge Waterline Replacement. Mr. Welch **moved** to reduce the proposed allocation to \$100,000. Mr. Dennis **seconded**, and the motion **carried** unanimously.

At 4:08 p.m. the Budget Committee recessed to go into the Road District #3 and Urban Renewal Budget hearings. At 4:33 p.m. the Budget Committee reconvened. There were no further changes proposed to the budget.

Mr. Welch **moved** to approve the budget as amended and recommend its adoption to the Waldport City Council, and to approve taxes for the 2017/2018 fiscal year at the rate of \$2.3328 per \$1000 of assessed value for operating purposes and in the amount of

\$86,053 for general obligation bond principal and interest. Ms. Warwick **seconded**, and the motion **carried** unanimously.

5. ADJOURNMENT: At 4:34 p.m., there being no further business to come before the Budget Committee, the meeting was adjourned.

Respectfully submitted,

Reda Q. Eckerman, City Recorder

APPROVED by the Waldport City Council this ___ day of _____, 2017.

SIGNED by the Mayor this ___ day of _____, 2017.

Susan Woodruff, Mayor

WALDPOR CITY COUNCIL
MAY 11, 2017
MEETING MINUTES

1. CALL TO ORDER AND ROLL CALL: Mayor Woodruff called the meeting to order at 2:00 p.m. Mayor Woodruff and Councilors Christenson, Warwick, Dunn and Cutter answered the roll. Councilors O'Brien and Holland were excused. A quorum was present.

2. MINUTES: The Council considered the minutes from the April 14, 2017 meeting. City Recorder Eckerman noted an omission under "Public Comments and Presentations" wherein Lori Eaton had addressed the Council regarding the annual Beachcomber Days celebration. Ms. Eaton had asked that the Council and other interested citizens consider supporting the celebration, either by participation or donations. Councilor Cutter **moved** to approve the minutes as amended. Councilor Warwick **seconded**, and the motion **carried** unanimously on a voice vote.

3. PUBLIC COMMENTS AND PRESENTATIONS: None.

4. DISCUSSION/ACTION ITEMS:

A. Proclamations:

1. "Older Americans" Month: Mayor Woodruff read the proclamation into the record.
2. "Great Garage Sale": Lori Eaton, representing the Waldport Chamber, gave a brief review of the annual upcoming event. Mayor Woodruff read the proclamation into the record.

3. "Shelter Me" Week: Don McDonald, Senitila McKinley and several youth members were present to address the Council regarding the upcoming celebration and the programs offered by Seashore Family Literacy. Mayor Woodruff read the proclamation into the record.

4. "Emergency Medical Services" Week: Monica Valencia and Jeff Mathia, representing PacWest, addressed the Council, noting that this event was to acknowledge the efforts of not just ambulance service providers but also firefighters, law enforcement, doctors, nurses and educators. Mayor Woodruff read the proclamation into the record.

B. Consideration of Resolution Identifying Sole Provider: City Manager Kemp explained that the water treatment plant had been identified as having an inadequate backwash system, but this can be resolved by putting in components that were originally designed for the plant but never installed. This work will be done by The Automation Group (TAG), which has provided all of the City's instrumentation and logic technology for the Water Treatment Plant for the past 15 years. Councilor Cutter **moved** to approve Resolution No. 1220. Councilor Dunn **seconded**, and the motion **carried** unanimously on a voice vote.

C. Revised FEMA Flood Insurance Rate Maps: City Manager Kemp noted that this item was informational only. There is a Flood Risk Open House scheduled for May 18th from 5:00 to 7:00 p.m. at the Oregon Coast Community College Newport campus.

D. McKinney Slough Bridge Replacement: Mr. Kemp indicated that the City has the ability to proceed with engineering for this project in this year's budget, and his understanding was that ODOT was unable to alter their plans to accommodate the City's

needs. Jae Pudewell, representing ODOT, addressed the Council, and gave an explanation of the events leading up to the decision to replace the structure. A lengthy discussion ensued regarding funding strategies, timelines, and the responsibilities of the parties involved.

The Council considered Resolution No. 1221, a resolution authorizing the City to apply for a Safe Drinking Water Revolving Loan to fund the waterline replacement at McKinney Slough Bridge. Councilor Warwick **moved** to approve Resolution 1221. Councilor Christenson **seconded**, and the motion **carried** unanimously. **Consensus** of the Council was to also proceed with the Westech contract for engineering of the project.

E. Industrial Park Feasibility Study/Master Plan: City Manager Kemp noted that this was informational only, to allow the Council and the property owners to review the plan. It was determined that the draft plan was sufficiently substantial to submit to DLCD by the end of May, and **consensus** of the Council was to consider final adoption of the Plan in July.

F. Other Issues: The Council discussed the request for funding from the Beachcombers Committee. It was expressed that there should be a more formal process to give accounting for the use of funds when the City makes community contributions such as this. Councilor Cutter **moved** to allocate \$500 to this year's event, and to institute a more formal process next year. Councilor Dunn **seconded**, and the motion **carried**, with Mayor Woodruff and Councilors Christenson, Dunn and Cutter voting "Aye", Councilor Warwick voting "Nay".

5. **COUNCIL COMMENTS AND CONCERNS:** Councilor Cutter noted he had received several requests for evening meeting times. Discussion ensued regarding when evening meetings could be scheduled. City Manager Kemp noted that the consultants for the open space study would be available for a presentation either the evening of June 7th or the morning of June 8th. **Consensus** was to schedule the presentation for the evening of June 7th at 6:00 p.m. It was also noted that there would be a joint meeting of the County Board of Commissioners and the Waldport City Council on June 14th at 6:00 p.m. Following further discussion, **consensus** of the Council was to start evening meetings in July, on the Tuesday evening preceding the Thursday afternoon Council meeting, so that items on the upcoming agenda could be discussed with interested citizens. The first meeting will be on July 11th at 6:00 p.m.

Councilor Warwick reported that the Chamber had enlisted sufficient volunteers to keep the Interpretive Center open seven days a week.

6. **REPORTS:** The written reports from the City Manager, City Librarian, Public Works Director and City Planner were included in the packet materials. City Manager Kemp asked the Council to consider agenda items for the upcoming joint meeting with the County Commissioners. Following discussion, it was determined that the Industrial Park Master Plan and the McKinney Slough Bridge Project would be appropriate, along with a review of eclipse planning. It was also decided that if any councilor had additional items to discuss, they could forward the topic to Mr. Kemp by the end of the following week. Mr. Kemp informed the Council that the sea lion statue would be installed at the Interpretive Center the following day, on the northeast corner of the property by the bench. He also

noted that Library Director Sue Bennett has taken on additional responsibilities so her position has been adjusted to full-time.

7. EXECUTIVE SESSION: At 3:55 p.m. 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. The topic of discussion was the water tank project.

At 4:34 p.m. the Council reconvened into Open Session.

8. ACTIONS, IF ANY, FROM EXECUTIVE SESSION: None.

9. GOOD OF THE ORDER: Nothing further.

10. ADJOURNMENT: At 4:35 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 _____, 2017.

SIGNED by the Mayor this ____ day of _____, 2017.

Susan Woodruff, Mayor



City of Waldport

P.O. Box 1120
Waldport, Oregon 97394
Phone: (541) 264-7417 Fax: (541) 264-7418
TTY: (800)735-2900

Proclamation

*****HEAR ME*****HEAR ME*****HEAR ME*****

WHEREAS, ON THE 8th DAY OF JUNE, 2017, THERE WAS HELD IN THE CITY OF WALDPOR, LINCOLN COUNTY, OREGON, A COUNCIL MEETING AT WHICH THERE WAS SUBMITTED TO THE MAYOR OF THE CITY OF WALDPOR, THE FOLLOWING EVENT...TO WIT:

61ST ANNUAL BEACHCOMBER DAYS CELEBRATION

AND WHEREAS, A CONCERNED COUNCIL HAS DETERMINED THAT A BEACHCOMBER DAYS CELEBRATION WAS DESIRABLE, AND

WHEREAS, THE BEACHCOMBER DAYS COMMITTEE HAS ALREADY ORGANIZED SUCH A CELEBRATION, WITH JURISDICTION OVER SAID CELEBRATION,

NOW THEREFORE, I, SUSAN WOODRUFF, HONORABLE MAYOR, DO HEREBY **PROCLAIM THE FOLLOWING**;

THAT, THE PERIOD OF TIME OF JUNE 18, 19 AND 20, 2017 SHALL HEREBY BE KNOWN AS THE **61ST ANNUAL WALDPOR BEACHCOMBER DAYS CELEBRATION**, AND,

FURTHER PROCLAIM, THAT THIS PROCLAMATION BE POSTED IN AT LEAST TEN (10) PUBLIC PLACES IN THE CITY OF WALDPOR TO ENCOURAGE ALL CITIZENS TO PARTICIPATE IN THE FOREGOING:

61ST ANNUAL BEACHCOMBER DAYS CELEBRATION

SIGNED, THIS 8TH DAY OF JUNE, TWO THOUSAND AND SEVENTEEN.

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, one in three American homes where children live contain guns, and 1.7 million children live in a home with an unlocked, loaded gun; and

WHEREAS, the ASK (Asking Saves Kids) Campaign encourages parents to add one more safety question to conversations before their child visits other homes, "Is there an unlocked gun in your house?"; and

WHEREAS, the hope is that asking will become a common health and safety question; offering a real, immediate solution that all Americans can adopt to help protect their families and children from injury and death; and

WHEREAS, the power of the ASK Campaign is that it brings together all Americans concerned with the welfare of children, including gun owners, and makes the solution to gun violence a discussion about public safety; and

WHEREAS, the first day of summer, the season in which kids typically spend more time at the homes of friends and family, is designated as National ASK Day;

NOW THEREFORE, I, Susan Woodruff, Honorable Mayor, do hereby *PROCLAIM* THE FOLLOWING:

THAT, June 21, 2017 be declared as "ASK DAY".

SIGNED, this 8th day of June, 2017.

Susan Woodruff, Mayor



CITY COUNCIL MEETING AGENDA COVER SHEET FOR DISCUSSION / ACTION

TITLE OF ISSUE: Water Rates Summary, Future Water Capital Project Needs, and McKinney Slough Bridge Project

REQUESTED BY: City Manager

FOR MEETING DATE: June 8, 2017

SUMMARY OF ISSUE:

The City of Waldport ("City") modified its rate structure in 2009 to better reflect ongoing operating and budget characteristics of the water production and distribution system. The rates approved at that time include base rates (for inside and outside city), reserve base rates, and a usage rate, with base rates dependent on meter size. Rates are subject to annual increases based upon inflation, pursuant to City Resolution 1143. The rates were also increased to help finance a portion of the new Public Works facility in the industrial park.

The purpose of this deliberation is to compare rates with other water purveyors, and outline potential upward demands on rates from existing and possible future capital projects. The following points summarize and frame the context for this discussion:

- Waldport's water rates (based on a typical residential customer) are approximately \$10 less than the average along the coast (and Portland); many of the agencies with higher rates than ours have them tied to more recent improvements
- The City's water distribution system is aging, and the plant is nearing the end of its life. The estimated replacement cost for each is \$12 million and \$5 million, respectively
- The preliminary cost for relocating water infrastructure to accommodate the McKinney Slough Bridge Project is \$390,000; Business Oregon has suggested adding \$30,000 to this to cover labor standards oversight and project oversight (covered via additional forgivable loan), for a total estimated project cost of \$420,000
- The City is applying for an amendment to an existing contract through Business Oregon (for the water plant upgrades/master plan), at favorable interest rate and terms (60% forgivable/40% loan at 1% interest rate over 30 years)
- The loan for water utility relocation work, in combination with the previous loan amount, will not require any increase in rates
- Rates will probably need to be increased in the future for waterline replacement program and major renovations to or a new water treatment plant

STAFF RECOMMENDATION or ACTION REQUESTED:

Review and discuss project and financing alternatives. Consider amending previous resolution to provide for a loan up to a maximum \$156,000 for the utility relocation work related to the McKinney Slough Bridge Project (from \$100,000 authorized at May meeting), and a total estimated project cost for the work of \$420,000, including oversight.

BACKGROUND:

After a rate analysis in 2009, the water rate structure changed to align base charges with fixed operating costs and usage charges with variable operating costs, enhancing revenue stability and equity. In addition, rates are annually indexed based upon the National Construction Cost Index (CCI), contingent upon City Council review and approval. This procedure has helped smooth increases over time. Rates were increased to help pay for the Public Works facility in the industrial park. The rate structure and process for increasing them based on an index has worked well, meeting current operating expenses while providing minimum charges necessary to customers, and providing a capital reserve to maintain current facilities and equipment.

Proposed Rates for Water Services (FY 2017-18 Budget)

The following table provides proposed rates for services, which are on the docket for approval at today's City Council meeting:

Meter Capacity	Meter Size	# of Services Inside City	# of Services Outside City	Outside		Operations Base Fees	Reserve Base Rate	Reserve Base Fees
				Inside City Base Rate	City Base Rate			
1	5/8"	1,050	219	18.51	27.76	306,168	4.22	64,308
2.5	1"	21	2	46.27	69.40	13,326	10.56	2,915
5	1.5"	6	0	92.55	138.80	6,664	21.12	1,521
8	2"	12	0	148.07	222.08	21,322	33.78	4,864
Totals		1,089	221			\$347,479		\$73,607

Average Residential Customer using 4 units	Last Year's Usage	Operations Usage Rate	Operations Usage Fees
\$32.37	83,958	2.41	\$202,356

Usage is measured in units (748 gallons or 100 cubic feet).

Bridge Project Update

The Oregon Department of Transportation ("ODOT") had a technical discussion on the two potential changes to the Bridge project. Moving the guardrail is problematic for ODOT as the materials in ground are not conducive, and additional rights-of-way would be needed, adding time and cost. Modifying the means and methods to start on the north side of the bridge would impact the schedule, traffic flow sequence, and alignment, leading to higher costs. ODOT also stated that adding the utility relocation work via change order is possible, but would add cost. Therefore, the intent is to include the utility work in the bid set of the bridge plans.

Final design of the McKinney Slough Bridge waterline work is underway with draft design documents expected at the end of June. Westech Engineering also provided an estimate for the McKinney Slough bypass line (Alternative 3 from the technical memorandum presented at previous City Council meetings), which would cost \$27,000 to design. However, designing that work currently does not make much sense, unless we had funds committed to building it. There are higher priorities than the bypass, so the utility work will include a temporary line, with a preliminary total project cost of \$390,000 (Alternative 2).

Projected Potential Impact of Projects on Debt Service and Water Revenues/Rates

There has been some general discussion or questions raised regarding Waldport's water rates in comparison with other water agencies, as well as the ability of Waldport to raise its rates for this and future projects. The attached summary provides a brief description of water rates, infrastructure improvements tied to said rates, and potential future demands on our rates within the next several years. Please note Waldport's 2016-17 rates (for a typical residential customer) are approximately \$10 less than average, at \$31.43. Rates range from a low of \$22.96 (Lincoln City) to a high of \$55.11 (Portland). The City will need to address its aging production and distribution systems as noted on the attachment, to the tune of approximately \$17 million (with the piping being replaced over a span of 80 years). There could be other projects as well.

The attached illustrative bar chart shows what happens when projects occur, creating debt that generates an upward pressure on rates to stay within sustainable debt service ratios. The last two attachments provide a "Worst Case" and "Better Case" scenarios for demands on water rates from active or potential projects, including i) water plant upgrade and master plan, ii) McKinney Slough Bridge utility relocation, iii) water tank rehabilitation (depends on outcome of lawsuit), iv) waterline replacement program, and v) water plant rehabilitation/replacement.

The major assumptions or findings from this analysis include the following:

- The immediate projects before us include a \$185,000 project for water treatment plant upgrade/master plan and the \$390,000 for waterline relocation related to the ODOT bridge project, for a total estimated cost of \$575,000
- The offer presented by Business Oregon includes a total forgivable loan amount of \$345,000 (60% of total project cost, of which \$111,000 is attributable to the plant/plan and \$234,000 to the waterline) and additional direct loan of \$230,000 (40% of project cost, of which \$74,000 is earmarked for the plant/plan and \$156,000 to the waterline)
- The tendered direct loan may be reduced if project costs for the plant/plan and/or waterline are less than estimated; to achieve a \$100,000 loan amount for the bridge (an overall reduction of \$56,000), total project costs would need to be reduced by \$140,000
- The loan amount for the bridge may also be reduced if additional funding comes from elsewhere (i.e., ODOT), or via a combination of reductions and other financing sources
- The water treatment plant upgrade/master plan and the utility relocation work, assuming proceeding with the temporary line alternative and the favorable terms being presented by Business Oregon, will not require an increase in water rates
- If the City loses the lawsuit for the water tank, and therefore must redo the tank with its own funds, then water revenues would need to increase by 11%
- Undergoing an annual water line replacement program of \$150,000 annually would require an increase in water rates; typical residential rates would range from \$40 to \$43 (city staff will be making a formal public presentation on this potential program in the future; at this point we are not requesting approval of any program)
- The "elephant-in-the-room," so to speak, is the new water plant, which would cost approximately \$5 million. This project will more than likely have substantial debt

Attachments: Waldport Water Rate Evaluation
What-if Scenarios & Illustrative Bar Chart

Waldport, Oregon Water Rate Evaluation

During fiscal year 2016-17, Waldport's water rates for residential customers are set at \$31.43 dollars per month which include the first four units (2,992 thousand gallons) of water. The graph below shows rate comparisons as well as some projects that impact water rates:

Depoe Bay	\$30.47	No infrastructure improvement information included.
Lincoln City	\$22.96	No infrastructure improvement information included.
Newport	\$37.07	Thirteen-million-dollar water plant constructed in 2011.
Portland	\$55.11	No infrastructure improvement information included.
Seal Rock	\$51.33	Water rates are linked to Toledo water due to a water purchase agreement from Toledo for their water supply.
Southwest Lincoln Water District	\$46.60	New water treatment plant constructed in 1997. Loan pay off scheduled for 2027.
Toledo	\$41.71	Major plant update constructed in the year 2000 at a cost of \$800,000. In addition to the plant, other pump station projects were completed at the same time.
Waldport	\$31.43	Plant constructed in 1983. Additional sedimentation basin added in 2003. Plant is suspected to be past its service life and needs a major renovation.
Yachats	\$53.79	Major renovations are being conducted in Yachats (\$500,000 annually) distribution system which has impacted rates.
Average	\$41.16	

The chart above is intended to serve as a tool to better understand the impacts that effect water rate increases and give a better understanding of the challenges Waldport will meet as we address our sustainable water treatment plant future.

Pending Demands on Water System:

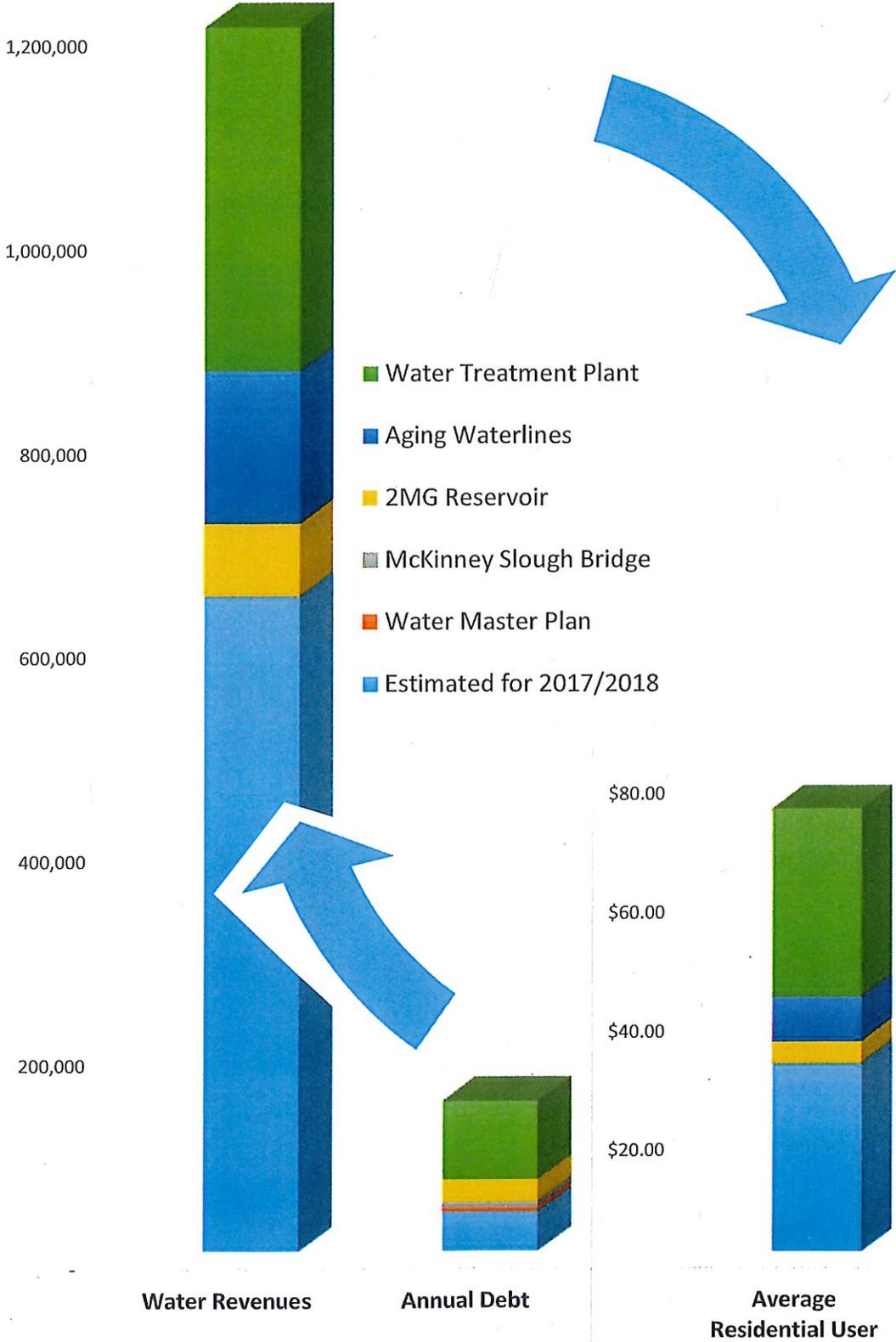
In addition to the challenges Waldport water users face in water treatment, we also have an aging distribution system. Most of our distribution system has met its expected service life. Current pipe installations have an estimated life expectancy of 80 years which is much longer than previous installs. There is an estimated 120,000 feet of water pipe in the ground. Current replacement costs are estimated at \$100 per linear foot. Using that figure, our estimated pipe value is approximately \$12 million dollars. Once pipe meets its estimated life expectancy, the repair cost will gradually increase at an escalating rate. One approach That many water utilities have started using is an annual percent pipe replacement. Using \$12 million spread over 80 years would calculate at approximately \$150,000 per year or 1,500 feet of pipe per year.

Distribution line replacement	\$150,000 annually
Water treatment plant (see above)	\$5 million

Project list does not include estimates to upkeep or replace service connections, water meters, storage reservoirs, seismic retrofits, or water intake structures.

WHAT IFS, FIVE YEAR PLAN, AND POTENTIAL WATER RATE INCREASES FOR ILLUSTRATIVE PURPOSES ONLY

Scenario One - "Worst Case"



WHAT IFS, FIVE YEAR PLAN, AND POTENTIAL WATER RATE INCREASES FOR ILLUSTRATIVE PURPOSES ONLY
Scenario One - "Worst Case"

Council adopted Financial Management Policy states "For business funds, where specific user fees are obligated to repay debt, the goal shall be to limit debt to 10% of total operating revenues."

For the fiscal year beginning July 1, 2017, budget water charges are shown with a 3% increase to the rates, pursuant to Resolution 1143, contingency upon Council review and approval.

Water operating revenues estimated for 2017/2018 with 3% increase to rates	569,835	
Water reserve charges estimated for 2017/2018 with 3% increase to rates	<u>73,607</u>	
Water revenues estimated for 2017/2018	643,442	
For this generalized projection, all water revenues (other than SDC) have been included, rather than strictly "operating". Estimated debt capacity @ 10% would be		64,344
Existing debt service for 2017/2018		(39,217)
Average residential customer using 4 units/month pays	\$ 32.37	
1) Water Treatment Plant Upgrade/Master Plan, estimated at \$185,000		
Assuming SDWRLF foregivable loan of \$111,000 and loan of \$74,000 @ 1% over 20 years, the additional annual debt service would be \$4,101.		<u>(4,101)</u>
Residual debt capacity @ 10% would be		21,026
2) McKinney Slough Bridge Replacement/Waterline Relocations, estimated at \$390,000		
Assuming an Oregon Business SWDRLF forgivable loan of \$234,000 and a loan of \$156,000 @ 1% over 30 years, the additional annual debt service would be \$6,045.		<u>(6,045)</u>
Residual debt capacity @ 10% would be		14,981
3) 2MG Reservoir Rehabilitation, estimated at \$300,000		
Assuming litigation with the contractor will not be successful, a loan of \$300,000 @ 4% over 20 years, the additional annual debt service would be \$22,075.		<u>(22,075)</u>
Residual debt capacity @ 10% would be		(7,094)
To provide a 10% debt limitation, water revenues would increase by	11%	<u>70,940</u>
Revised estimated water revenues		714,382
Average residential customer using 4 units/month would pay	\$ 35.94	
4) Systematically replacing aging waterlines, estimated at \$150,000 annually		
Assuming water revenues would increase by	21%	<u>150,000</u>
Revised estimated water revenues		864,382
Average residential customer using 4 units/month would pay	\$ 43.48	
5) Replacing the 1984 Water Treatment Plant, estimated at \$5,000,000		
Assuming a forgivable loan of \$3M and a revenue bond of \$2M @ 1% over 30 years, the additional annual debt service would be \$77,496.		(77,496)
To provide a 10% debt limitation, water revenues would increase by	72%	<u>624,958</u>
Revised estimated water revenues		1,489,340
Average residential customer using 4 units/month would pay	\$ 74.93	
Estimated annual debt service for existing and 5 projects		148,934

WHAT IFS, FIVE YEAR PLAN, AND POTENTIAL WATER RATE INCREASES FOR ILLUSTRATIVE PURPOSES ONLY
Scenario Two - "Better Case"

Council adopted Financial Management Policy states "For business funds, where specific user fees are obligated to repay debt, the goal shall be to limit debt to 10% of total operating revenues."

For the fiscal year beginning July 1, 2017, budget water charges are shown with a 3% increase to the rates, pursuant to Resolution 1143, contingency upon Council review and approval.

Water operating revenues estimated for 2017/2018 with 3% increase to rates	569,835	
Water reserve charges estimated for 2017/2018 with 3% increase to rates	<u>73,607</u>	
Water revenues estimated for 2017/2018	643,442	
For this generalized projection, all water revenues (other than SDC) have been included, rather than strictly "operating". Estimated debt capacity @ 10% would be		64,344
Existing debt service for 2017/2018		(39,217)
Average residential customer using 4 units/month pays	\$ 32.37	
1) Water Treatment Plant Upgrade/Master Plan, estimated at \$185,000		
Assuming SDWRLF forgivable loan of \$111,000 and loan of \$74,000 @ 1% over 20 years, the additional annual debt service would be \$4,101.		<u>(4,101)</u>
Residual debt capacity @ 10% would be		21,026
2) McKinney Slough Bridge Replacement/Waterline Relocations, estimated at \$390,000		
Assuming a maximum loan of \$100,000 @ 1% for 30 years, with the balance from elsewhere or cost savings from project(s), additional annual debt service would be \$3,875.		<u>(3,875)</u>
Residual debt capacity @ 10% would be		17,151
3) 2MG Reservoir Rehabilitation, estimated at \$300,000		
Assuming litigation with the contractor would be successful, with a gap of \$50,000 @ 4% over 10 years, the additional annual debt service would be \$6,165.		<u>(6,165)</u>
Residual debt capacity @ 10% would be		10,986
4) Systematically replacing aging waterlines, estimated at \$150,000 annually		
Assuming water revenues would increase by	23% <u>150,000</u>	
Revised estimated water revenues	793,442	
Average residential customer using 4 units/month would pay	\$ 39.92	
5) Replacing the 1984 Water Treatment Plant, estimated at \$5,000,000		
Assuming a forgivable loan of \$3M and a revenue bond of \$2M @ 1% over 30 years, the additional annual debt service would be \$77,496.		(77,496)
To provide a 10% debt limitation, water revenues would increase by	65% <u>515,098</u>	
Revised estimated water revenues	1,308,540	
Average residential customer using 4 units/month would pay	\$ 65.83	
Estimated annual debt service for existing and 5 projects		130,854

RESOLUTION NO. _____

A RESOLUTION ACCEPTING A DONATION MADE TO THE WALDPORT PUBLIC LIBRARY AND DESIGNATING THE USE OF THE FUNDS

WHEREAS, the Waldport Public Library has received a generous donation of \$58,484.86 from Alice Nyitray; and

WHEREAS, the donor has stipulated that the monies are to be used solely for the benefit of the Library and are not to replace or supplant general operating library funds; and

NOW, THEREFORE, be it resolved by the Common Council of the City of Waldport as follows:

Section 1. A reserve entitled "New Library Reserve" is hereby established within the Community Fund.

Section 2. The funds from the bequeathed donation are to be used for a new library and a piece of artwork "in memory of Alice Nyitray".

Section 3. The acceptance of these funds will not reduce or supplant the Library's annual general operating fund.

PASSED by the Waldport City Council this _____ day of _____, 2017.

SIGNED by the Mayor this _____ day of _____, 2017.

Susan Woodruff, Mayor

ATTEST:

Reda Q Eckerman, City Recorder

CITY OF WALDPOR RESOLUTION # _____

AMENDING THE BUDGET FOR FISCAL YEAR 2016/2017

WHEREAS, ORS 294.463 provides for transfers of appropriations within a fund or from one fund to another,

THEREFORE, THE CITY OF WALDPOR RESOLVES that budget appropriations for the fiscal year 2016/2017 are hereby amended as follows.

Water Fund	Resource or Revenue	Amount Increased (Decreased)	Requirement or Expenditure	Amount Increased (Decreased)
			Materials & Services	20,000
			Debt Service	50
			Contingency	(20,050)

High rainfalls washing out Eckman Creek Road again in November 2016 and water main breaks in February and May 2017 contributed to greater than anticipated public works distribution services. Water fund materials and services are hereby increased \$20,000 for public works distribution services.

The 2013 Umpqua loan is at a variable rate, but fixed for an 18 month period, and the interest rate increased January 2016 from 2.7% to 3.0%. This budget amendment adjusts for the change in debt interest for the fiscal year.

After this budget amendment, contingency will be changed from 27,091 to 7,041.

Adopted by the Waldport City Council this 8th day of June 2017

Signed by the Chair this ____ day of June 2017

Susan Woodruff, Chair

Attested by Reda Eckerman, City Recorder

RESOLUTION _____

DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES

The City of Waldport resolves as follows:

Pursuant to ORS 221.770, the City hereby elects to receive State Revenues for Fiscal Year 2017-2018.

PASSED by the Waldport City Council this _____ day of _____, 2017.

SIGNED by the Mayor this _____ day of _____, 2017.

Susan Woodruff, Mayor

ATTEST:

Reda Q. Eckerman, City Recorder

I certify that a Public Hearing before the Budget Committee was held on April 25th, 2017 and a Public Hearing before the City Council was held on June 8th, 2017 giving citizens an opportunity to comment on use of State Revenue Sharing.

Reda Q. Eckerman, City Recorder



CITY COUNCIL MEETING AGENDA COVER SHEET FOR DISCUSSION / ACTION

TITLE OF ISSUE: Adopting City of Waldport Budget for Fiscal Year 2017/2018

REQUESTED BY: City Manager, City Accountant

FOR MEETING DATE: June 8, 2017

SUMMARY OF ISSUE:

The budget committee met on April 25th and approved the budget document with the following amendments and recommended its adoption to the Waldport City Council. A summary of the budget, as approved by the budget committee, was published in the Newport News Times in the May 24th edition.

General Fund	Resource or Revenue	Amount Increased (Decreased)	Requirement or Expenditure	Amount Increased (Decreased)
			Public Safety	(500)
			Contingency	500

Citizen’s Patrol thanked the Budget Committee for the proposed contribution, but they received other funding for their volunteers.

Community Fund	Resource or Revenue	Amount Increased (Decreased)	Requirement or Expenditure	Amount Increased (Decreased)
			Community Center	500
			Contingency	(500)

This budget amendment increased the COG Meals on Wheels contribution from \$660 to \$1,160.

Water Fund	Resource or Revenue	Amount Increased (Decreased)	Requirement or Expenditure	Amount Increased (Decreased)
	Loan Proceeds	(200,000)	Capital Outlay	(200,000)

This budget amendment reduced resources and the capital outlay from \$300,000 to \$100,000 for McKinney Slough waterline relocations in connection with ODOT’s Bridge replacement until grant funding or other cost mitigation can be procured.

Once the budget hearing has been held, the governing body can make changes to the budget that was approved by the budget committee. The governing body must take all available information into consideration when adopting the budget. This information includes the public testimony presented at the budget hearing and any new information.

Any expenditure in any fund can be reduced as long as resources and requirements in the fund remain in balance. Any tax levy can be reduced from the rate or amount that was approved by the budget committee.

Expenditures may be increased by \$5,000 or 10 percent, whichever is greater. If any funds are increased by more than \$5,000 or 10 percent, the governing body must publish notice of a second budget hearing and a new financial summary, and hold the second hearing before the adjusted budget can be adopted.

Funds	Expenditures	10%
General	976,242	97,624
Community	415,005	41,501
Street	257,600	25,760
Public Works	910,448	91,045
Water	782,867	78,287
Wastewater	730,118	73,012

STAFF RECOMMENDATION or ACTION REQUESTED:

After the public hearing and budget deliberations, we recommend the City Council approve a resolution to either adopt the budget for fiscal year 2017/2018 as presented, or adopt the budget for fiscal year 2017/2018 as amended and authorize the Mayor to sign when the document has been revised.

CITY OF WALDPART RESOLUTION # _____
ADOPTING THE BUDGET, MAKING APPROPRIATIONS,
IMPOSING AND CATEGORIZING THE TAX

BE IT RESOLVED the City of Waldport hereby adopts the budget for fiscal year 2017/2018 in the amount of **\$5,426,476** now on file at Waldport City Hall, Waldport, Oregon.

BE IT RESOLVED that the amounts shown below are hereby appropriated for the following purposes for the fiscal year beginning July 1, 2017.

General Fund		Public Works Fund	
Transfers	133,500	Personnel Services	806,478
Contingency	58,072	Materials and Services	73,600
Administration	455,323	Debt Service	30,370
Land Use Planning	64,466	Contingency	36,763
Public Safety, Court	370,400	Total	947,211
GO Bonds	86,053		
Total	1,167,814	Water Fund	
Community Fund		Materials and Services	469,400
Library Services	260,812	Capital Outlay	253,756
Parks & Recreation	83,768	Debt Service	59,711
Parks System Development	25,000	Transfers	73,523
Community Center	36,325	Contingency	39,442
Community Development	9,100	Total	895,832
Contingencies	12,971		
Total	427,976	Wastewater Fund	
Street Fund		Materials and Services	502,700
Materials and Services	257,600	Capital Outlay	182,000
Transfers	31,767	Debt Service	45,418
Contingency	22,223	Transfers	62,610
Total	311,590	Contingency	50,485
		Total	843,213

Total Appropriated	4,593,636
Total Reserved and Unappropriated	832,840
Total Adopted Budget	5,426,476

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed for the tax year 2017/2018 upon the assessed value of all taxable property within the City of Waldport in the amount of \$2.3328 per \$1000 of assessed value for permanent rate tax, subject to general government limitation, and in the amount of \$86,053 for debt service on general obligation bonds, excluded from Measure 5 limits.

The above resolution statements were approved and declared adopted on June 8, 2017

Signed by the Mayor of the City of Waldport this _____ day of June 2017

Susan Woodruff, Mayor

Attested by Reda Eckerman, City Recorder

CITY COUNCIL MEETING – June 8, 2017

CITY MANAGER REPORT

1. Financial Report

Attached is a summary of the financial report for the period ending May 31st.

2. Eclipse

The total solar eclipse will be here August 21st. Pending items/updates :

- No confirmation yet on eclipse glasses to be purchased jointly by fire district/chamber
- There may not be a need for maps or directional signs since the schools will not be participating. The main viewing locations in downtown/old town are the “open space” site, the as well as areas along the bayfront such as the Port area and Keady Wayside.
- City has 10 portable toilets ordered, which will be strategically placed, probably in the open space, near the port, near the bridge/visitor center, and Keady Wayside.
- City has reached out to Dahl for four or five larger trash containers, to be placed in the above areas. Dahl is also coming up with its own operational plan for the event.
- Lincoln County is holding an eclipse planning meeting on June 14th from 2-4 pm at the Gleneden Beach Fire Station.

3. Industrial Park Master Plan

We sent out postcards to the property owners within the park. The Dahls have requested and received five hard copies, and other copies are available upon request. We have not heard back from anyone with comments or that want to meet with us.

4. Flood Mapping

From City Planner, Larry Lewis: About 80-100 people attended the public workshop on May 18th. The FEMA representative (David Ratte), DOGAMI (Jed Roberts), and DLCD (David Letzner) each gave a power point presentation. There were only one or two questions asked at the end of the presentation. People then had an opportunity to visit different stations (tables) and talk specifically about their property and flood hazard impacts.

5. RV Dump Station

The City spent \$3,832 on remodeling the dump station, including plumbing, hatch and valve, safe, hydrant, miscellaneous parts, and signs.

6. Dahl Disposal Franchise

Pursuant to City Code 8.12.55, Dahl Disposal is subject to a Uniform Rate Reporting Format. Each year, Dahl Disposal submits financial information to the City to indicate either that rates will not need to be adjusted, or to request a rate adjustment. The City adopted the Rate Review Format, along with Lincoln County and other cities within it, to have consistency in the rate structures for solid waste disposal.

Based on the submitted financial information, the operating ratio is within the allowable parameters, and Dahl Disposal is not requesting a rate adjustment for the next fiscal year. The allowable range is 85% to 91%, and the projections estimate 90.13%. Attached is the cover memorandum for your information. Please let me know if you'd like to look at the rate review report.

City of Waldport

PO Box 1120, Waldport, OR 97394

Phone: (541) 264-7417

Email: finance@waldport.org



FINANCIAL REPORT FOR PERIOD ENDING MAY 31, 2017

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	1,046,865	243,197	-	787,245	503,608	515,478	3,096,392
Operating Expenses	1,034,116	204,270	4,654	761,697	506,345	462,722	2,973,803
Net Operations	12,749	38,927	(4,654)	25,548	(2,737)	52,756	122,589
Capital Revenues	181,650	-	180,012	22,821	75,485	55,591	515,559
Capital Outlays, Debt	221,201	16,707	124,805	105,530	98,684	65,570	632,496
Net Capital	(39,551)	(16,707)	55,207	(82,709)	(23,199)	(9,979)	(116,937)
Net Revenue (Loss)	(26,802)	22,221	50,554	(57,160)	(25,936)	42,776	5,652
Beginning Balances	538,838	170,345	248,545	153,989	249,230	327,398	1,688,345
Ending Balances	512,036	192,566	299,099	96,829	223,294	370,174	1,693,997

REVENUE HIGHLIGHTS

General fund received \$7,063 in franchise taxes and \$11,465 in state revenue sharing.

The library received Lincoln County Library District revenues of \$27,598 and a bequeathed donation of \$58,485!

Community fund also received \$5,847 in grant proceeds from Oregon State Parks for Lint Slough Trail.

Street fund received gas taxes of \$10,739 this month.

Utility billings are comparable to the previous year.

	YTD Usage	YTD Billings
Water		
Residential	53,968	421,967
Commercial	13,230	93,554
Multiple Dwelling	9,813	49,740
Total Water	77,011	565,261
YTD for Last Year	75,881	548,151
	YTD Usage	YTD Billings
Wastewater		
Residential	31,373	336,210
Commercial	10,697	115,684
Multiple Dwelling	9,653	103,287
Total Wastewater	51,723	555,181
YTD for Last Year	51,544	549,212

EXPENDITURE HIGHLIGHTS

General fund paid Lincoln County Sheriff \$83,592 for quarterly contract services.

Community fund paid Webb Management Services \$5,000 for the open space recreational uses study as part of the Parks Master Plan and Civil West engineering \$33,437 for the Industrial Area Master Plan.

Street fund paid Pave Northwest \$16,707 for Commercial Street improvements.

High rainfalls washing out Eckman Creek Road again in November 2016 and water main breaks in February and May 2017 contributed to greater than anticipated public works distribution services.

Water system has been demanding more of public works' time.		
Public Works	YTD	% of
Internal Services	Billings	Total
Water Plant	225,290	28%
Distribution	135,373	17%
Wastewater Plant	197,177	24%
Collection	105,949	13%
Streets, Storm	112,185	14%
Other Projects	33,348	4%
Total	809,322	100%

CAPITAL PROJECTS OVERVIEW

Capital Outlay Projects	YTD Activity	Project to Date	Project Budget
Copier Capital Lease		-	10,000
Lint Slough Trail	8,380	17,268	40,080
Waziyata Beach Access	2,785	3,294	21,400
Parks & Recreation MP	19,255	31,184	31,530
Scenic Byway CMP	11,334	14,040	15,000
Industrial Area Master Plan	93,393	152,505	170,000
Commercial Street Improvements	16,707	16,707	20,000
Bridgeview Trail Engineering		-	60,950
Hwy 101 Vehicle Access	4,700	4,700	5,000
Way Finding Program		-	25,000
Industrial Park Sewerline		-	5,000
WWTP UV System Upgrade		-	90,000
Excavator	68,230	68,230	68,300
Fencing @ Public Works Shop	6,930	6,930	10,000
Water Rights	10,300	65,101	
2MG Reservoir Rehabilitation	34,522	354,430	350,000
Eckman Creek Flood Repairs	6,481	6,481	178,000
Water Plant Upgrades, MP	5,325	8,366	195,000
Skyline/Chad Waterline Tie In		-	10,000
McKinney Slough Bridge Waterline	3,953	-	
Inflow & Infiltration Mitigation	18,982	22,483	30,000
Lagoon Sludge Removal	1,170	1,170	60,000
Totals	312,446	772,889	1,395,260

Adverse weather conditions slowed progress on Lint Slough trail work.

The Ocean Shores permit process delayed construction for proposed storm drain improvements along Waziyata Beach Access.

The feasibility study for recreational uses, amphitheater at the 11.5 acre open space is underway.

Industrial Area Master Plan should be finalized in June.

Commercial Street improvements are completed.

The upgrade for the ultraviolet system at the WWTP has been ordered and should be installed in June.

Survey work for Eckman Creek water line should be complete, construction drawings will take 2-4 weeks, and bidding will take a few weeks as well. Hope to have a contract bid

award for the July council meeting.

A small cities exception to OHA backwash regulations was found allowing Waldport to proceed with an upgrade to original water plant design. Upgrade should be installed in June.

Paid Westech for preliminary estimates on McKinney Slough Bridge waterline relocations.

Public works has smoke tested wastewater lines and will identify, map, and prioritize for I&I mitigation.

Permitting for lagoon sludge removal is scheduled for spring.

May 18, 2017

City of Waldport
Attn: Kerry Kemp, City Manager
PO Box 1120
Waldport Or 97394

2017 Rate Review Report

Enclosed please find our Annual Report of Operations as required in Section 8.12.155 (B)(3) of the City of Waldport Municipal Code.

As required in this section, we have included an annual report of results of operations prepared by our CPA for the year ended 12/31/2016 (Exhibit A). We have also included a schedule of all additional allowable expenses that we anticipate for the current year (Exhibit B), Calculation of Operating Ratio for last year and the current year (Exhibit C) and the projected equipment and depreciation schedule for 2017 (Exhibit D).

Based on this data, our Operating Ratio is projected to be inside of the allowable range of 85% to 91%. The Operating Ratio that we project, as calculated in Exhibit B, is 90.13%. Based on this, we are not requesting any additional rate adjustment.

We are happy to sit down and discuss our Annual Report of Operations with you at your convenience, and ask that we be notified of any planned discussions of this report with the City Council so that we may attend.

Please let us know if you have any questions or concerns.

Respectfully,

Zack Dahl, General Manager

**Waldport Public Library
Board of Trustees
Minutes of Regular Meeting April 11, 2017**

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 9:30 a.m.

Minutes: The minutes were unanimously approved with correcting the minutes to reflect that Ms. Hanes adjourned the meeting.

Financial Report: The financial report was reviewed. 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 April; the library hosted a ceremony to present the Young Writer's awards. The Friends' sponsored a speaker to come and lead a conversation on homelessness. The library also hosted a poetry group and a local author to speak at the library during National Library Week. Barbara Smith-Huggins brought her art to display at the library to kick off a new exhibition for local artists.

Old Business: None

New Business:

Gary Hodges requested Sue Bennett research the future of libraries and report at the March meeting. This topic was tabled for the April meeting due to Mr. Hodges absent.

The Board discussed the use of MP3 players to have available for patrons to download audible books from Library2Go. Sue Bennett researched the possibility of the library purchasing MP3 players for check out. MP3 players are inexpensive but are small and may be difficult for people with limited sight to use. The library is experimenting with a Kindle to see if it can be used to download Library2Go books for patrons.

Board Members concerns: None stated.

Actions or Recommendations to the City Council: None.

Public Comment: None.

Announcements: None.

Next Regular Meeting: Tuesday, May 9, at 9:30 a.m.

Adjournment: Ms. Hanes adjourned the meeting at 10:20 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	3,073	3,068	2,655	2,874	2,858	3,093	3,178	2,796	3,100	2,550	2,497		
LCLD-Youth	176	174	117	96	60	37	65	113	71	78	83		
Waldport Adult	2,200	2,070	1,854	1,860	1,920	1,951	1,807	1,765	2,125	1,848	1,865		
Waldport Youth	126	110	67	56	79	52	64	64	136	120	105		
CITLES (Adult & Juv)	58	28	26	41	30	25	40	37	64	42	24		
Temporary 1 yr	49	64	62	81	64	66	52	68	54	52	38		
Temporary	152	62	3	15	8	2	0	29	41	7	5		
OCCC	1	21	19	20	22	4	0	0	2	0	0		
Oregon Passport	86	60	71	77	92	67	97	126	165	71	17		
Interlibrary loan out	<u>50</u>	<u>64</u>	<u>80</u>	<u>83</u>	<u>60</u>	<u>50</u>	<u>91</u>	<u>58</u>	<u>59</u>	<u>53</u>	<u>61</u>		
Chinook Circ	5,971	5,721	4,954	5,203	5,193	5,347	5,394	5,056	5,817	4,821	4,695	0	0
% circ in public lib	50%	48%	48%	45%	48.40%	48.67%	46.87%	46.87%	49.84%	47%	49.80%		
*Non-cataloged Library2Go *	766 <u>179</u> 945	n/a <u>186</u> 186	n/a <u>202</u> 202	438 <u>220</u> 658	454 <u>238</u> 692	542 <u>177</u> 719	622 <u>225</u> 847	628 <u>181</u> 809	729 <u>226</u> 955	714 <u>203</u> 917	757 <u>222</u> 979	0	0
GRAND TOTAL	6,916	5,907	5,156	5,861	5,885	6,066	6,241	5,865	6,772	5,738	5,674	0	0
<i>Last Year</i>	6,379	6,613	6,016	5,948	5,456	6,097	6,487	6,026	6,333	5,755	5,385	6,363	72,858
Interlibrary loan In	49	53	*35	45	63	59	45	39	73	61	52		
Computers	1,058	1,268	979	1,018	1,093	1,034	1,004	1,016	1,238	1,047	1,142		
WiFi	362	n/a	n/a	194	258	268	301	293	339	327	326		
Patrons added	36	30	37	53	33	31	34	47	38	18	30		
Program attendance	552	342	151	329	496	229	129	521	1077	288	251		

*Beginning reported by
*Previous reported

Closure: Aug. no mag. pb. or Sept 5 - 9 hours
 Closure: as 229. mag. pb. or Sept 5 - 9 hours
 Closure: as 229. mag. pb. or Sept 5 - 9 hours
 Closure: as 229. mag. pb. or Sept 5 - 9 hours

Public Works Department Report for the month of May 2017

Water Treatment Plant

Plant Production:	<u>7</u>	MG
Rainfall:	<u>4.5</u>	inches

Wastewater Treatment Facility

Effluent Flow:	<u>5</u>	MG
Rainfall:	<u>4.5</u>	Inches

Public Works Dept.

Alarm call outs:	<u>6</u>
Locates:	<u>19</u>
Sewer plugs:	<u>2</u>
Water service installations:	<u>1</u>
Sewer connections:	<u>0</u>
Water Leaks:	<u>4</u>

Department General Overview

The City of Waldport Public Works Department has been diligently working during the past month to protect our infrastructure and serve the citizens of Waldport.

Some of the public works crew projects involve reacting to several broken water and sewer lines, gathering information through potholing of water lines on Lakeside drive and the new Dollar General site, coordinated paving surface on Commercial street, erecting and tearing down scaffolding for tank inspection, installed the Seal statue, and picking up more emergency supply cache.

As usual the plant operators are doing an exceptional job operating and maintaining the city's water treatment facilities. During May, the plant operators worked diligently to process great water quality standards and coordinate a few of their outstanding projects.

Administratively, we have been planning and coordinating the Water Plant Backwash, McKinney Slough, and the Wastewater UV projects. Recently we have also been gathering information on pipe age in our current system and studying how that relates to future financial security.

The City of Waldport has also joined the Mid Coast Water Planning Partnership. This partnership using grants has been formed to look at the needs of our partners in this region and combine efforts to address our problems as a team. At our last meeting on May 31 we adopted a charter.



Mid-Coast Water Planning Partnership



The Mid-Coast Water Planning Partnership will examine water needs in Oregon's Mid-Coast region. Our regional water suppliers include small cities, unincorporated community water districts, tribal communities, and commercial industry near the Pacific Ocean. Our area is home to a vibrant fishing, tourist, and forest products economy, and an ecosystem that supports diverse populations of fish and wildlife. We will be working to develop regional solutions to provide adequate water supplies for water systems and local industry, while providing adequate flows and water quality for fish, wildlife, and our environment. *You are invited join the Partnership and be a part of this important conversation.*

Our water challenges

The need for reliable, quality water supplies is critical. The Mid-Coast Region has unique water challenges that, if left unaddressed, will intensify over time:

- Over the last few years some water suppliers have struggled to meet existing demands. A 2008 study found that, given current supplies and infrastructure, several water suppliers may be unable to meet demand by 2020.
- Low summer stream flow and limited water storage create pressures to meet the needs of communities for drinking water while maintaining stream flows critical for fish, recreation and industry.
- Many of our communities and their water systems are vulnerable to natural hazards, such as impacts of drought, earthquakes and tsunamis and are not prepared to respond to such events.

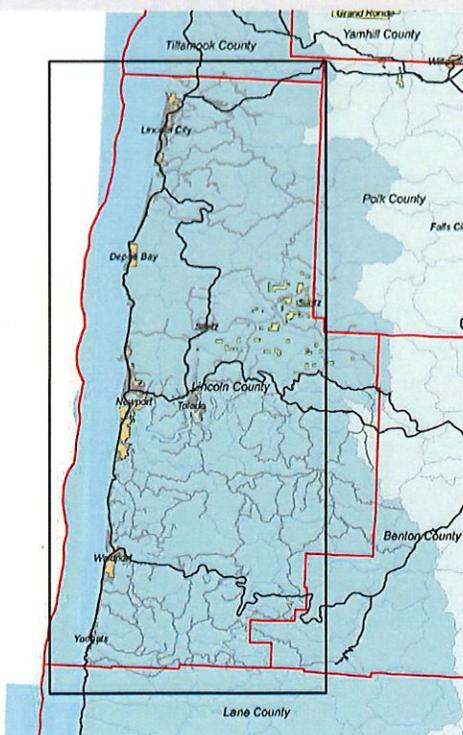
Defining our water future

These challenges require a coordinated approach since no one entity can address them alone. In June 2016, the City of Newport received a grant from the Oregon Water Resources Department (OWRD) to convene a collaborative, integrated water planning effort. This presents a timely opportunity to be proactive about understanding and meeting our current and future water needs.

Over the next three years, the Partnership will explore strategies to:

- Replace aging infrastructure, improve conservation, enhance regional water supply options, and more effectively share water.
- Relieve pressure on rivers, streams, and tributaries while meeting the water needs for coastal communities and industries.
- Create redundancies in our system so we are more resilient to drought, storms, and other natural vulnerabilities.
- Create a learning and action network for small water providers who are often most vulnerable to environmental and regulatory challenges.

Mid-Coast Region



Join the conversation - help us define our water future

Meetings: The last Wednesday of every other month
Mailing List: <http://bit.ly/mwpplist>
Website: www.midcoastwaterpartners.com

More information about the Mid-Coast Water Planning Partnership

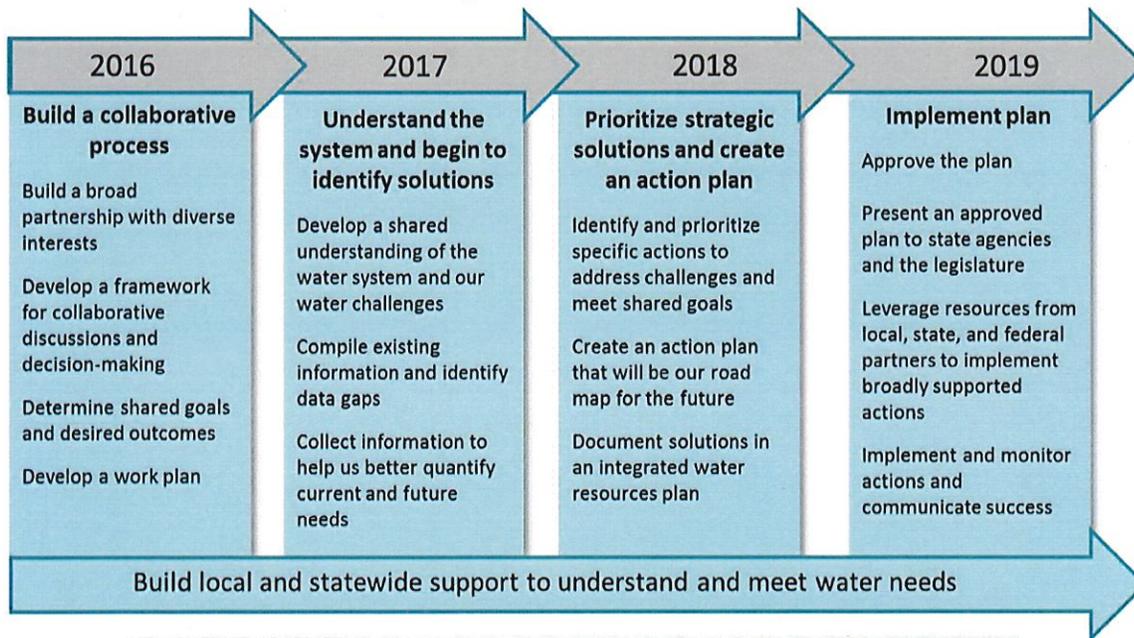
A new approach

The Mid-Coast Region is one of four areas that is piloting a new approach to water planning with the Oregon Water Resources Department. This approach, which was recommended in Oregon's 2012 [Integrated Water Resources Strategy](#), encourages integrated planning at larger scales and gives communities a greater voice in determining their water future. During the pilot phase, local groups will partner with state agencies to test a set of [draft planning guidelines](#), identify best practices, and develop a plan for action. In addition to providing a road map for the Mid-Coast, our local plan will inform future updates to Oregon's statewide strategy. This is our opportunity to chart a new path forward for our community and the state.

The benefits of partnership

- Develop a common understanding of our water issues through discussion, sharing of knowledge, and examination of best practices.
- Coordinate current and future information gathering and data collection efforts.
- Develop a shared vision for our water future.
- Build cooperative relationships and foster networking among diverse water interests.
- Create a forum to explore innovative, out-of-the box solutions to collective problems.
- Coordinate and leverage local and statewide resources to achieve the best results for our region.

Planning Timeline and Actions



– Contact the Conveners –

Timothy Gross
 City of Newport
 Public Works Director/City Engineer
 t.gross@newportoregon.gov
 541-574-3369

Harmony Burrigh
 Oregon Water Resources Department
 Planning Coordinator
 harmony.s.burrigh@wrdd.state.or.us
 541-846-8863

**City of Waldport
2017 LAND USE / BUILDING PERMIT ACTIVITY**

Date	Application/ Activity	Applicant	Zoning	Tax Map/Lot Location	Description	Status
For the Period <u>April 7, 2017</u> through <u>June 2, 2017</u>						
4/25/17	Building Permit	Jan Weeks	R-1	13-11-19AD/902 320 Edgecliff Dr	Foundation repair	Approved 4/28/17
4/25/17	Variance Application	Mary Olive Matney Trust	D-D	13-11-19BD/2800 145 Verbena St	Variance application to reduce width of building.	Planning commission approved 5/22/17
5/4/17	Manufactured Home Placement	Frank & Debbie Howell	C-1	13-11-18DD/800 380 Ruble St	Replace manufactured home with new manufactured home	Approved 5/5/17
5/15/17	Partition Application	Brandt Thissell	RR-2	13-12-36AB/1200 Fernwood Ln	3-lot partition	Tentative approval granted 5/22/17
5/18/17	Building Permit	Veramagnus LLC	R-1	13-11-20BC/1904 315 Waldport Hts. Dr	New single family dwelling	Approved 5/19/17

**CITY OF WALDPOR ROAD DISTRICT NO. 3
JUNE 8, 2017
MEETING NOTICE AND AGENDA**

The City of Waldport Road District No. 3 will meet on Thursday, June 8, 2017 at 2:00 p.m. in the Council Meeting Room, 125 Alsea Highway, to take up the following agenda:

1. CALL TO ORDER AND ROLL CALL
2. CITIZEN COMMENTS AND CONCERNS
3. MEMBERS COMMENTS AND CONCERNS
4. MINUTES: June 9, 2016 and April 25, 2017 (Budget Committee)
5. PUBLIC HEARING: Road District #3 Budget for FY 2017-2018
6. NEW BUSINESS:
 - A. Consideration of Resolution RD17-01 Adopting a Budget for FY 2017-2018 and Making Appropriations
 - B. Other Issues*
7. ADJOURNMENT

The Council Meeting Room is accessible to all individuals. If you will need special accommodations to attend this meeting, please call City Hall at (541)264-7417 during normal office hours.

* Denotes no material in packet

Notice given this 2ND day of June, 2017

Reda Q. Eckerman, City Recorder

**ROAD DISTRICT #3
JUNE 9, 2016
MEETING MINUTES**

1. CALL TO ORDER AND ROLL CALL: Chair Woodruff called the meeting to order at 2:43 p.m. Chair Woodruff and Board Members O'Brien, Christenson, Campbell and Holland answered the roll. Members Gates and Cutter were absent. A quorum was present.
2. CITIZEN COMMENTS AND CONCERNS: None.
3. MEMBER COMMENTS AND CONCERNS: None.
4. MINUTES: The Board considered the minutes from the June 11, 2015 regular meeting and the April 26, 2015 budget committee meeting. Mr. Holland **moved** to approve the minutes as presented. Mr. Christenson **seconded**, and the motion **carried** unanimously on a voice vote.
5. PUBLIC HEARING: Chair Woodruff opened the Public Hearing on the Road District #3 Budget for FY 2016-2017. There were no comments. Chair Woodruff then closed the public hearing.
6. NEW BUSINESS:
 - A. Consideration of Resolution RD16-01 Adopting a Budget for FY 2016-2017 and Making Appropriations: Mr. Campbell **moved** to approve Resolution RD16-01. Mr. Christenson **seconded** and the motion **carried** unanimously on a voice vote.
 - B. Other Issues: None.
7. ADJOURNMENT: At 2:45 p.m., there being no further business to come before the Board, the meeting was adjourned.

Respectfully submitted,



Reda Q. Eckerman, City Recorder

APPROVED by the Waldport Road District #3 Board this ____ day of _____, 20__.

SIGNED by the Chair this ____ day of _____, 20__.

Chair

**CITY OF WALDPOR ROAD DISTRICT #3
APRIL 25, 2017
BUDGET COMMITTEE MEETING MINUTES**

CALL TO ORDER AND ROLL CALL: The meeting was called to order at 4:11 p.m. District Board Members Woodruff, Holland and Warwick, and Laypersons Dennis, Perkins, Meredith, Canfield and Welch answered the roll. Board Members Cutter, Christenson, O'Brien and Dunn, and Laypersons Miller and Campbell were absent. A quorum was present.

SELECTION OF BUDGET COMMITTEE CHAIR: Mr. Welch nominated Ms. Woodruff for Chair. Mr. Perkins seconded. There were no other nominations. The vote was unanimous for Ms. Woodruff.

PUBLIC HEARING - Waldport Road District #3 Budget for FY 2017/2018: Chair Woodruff opened the Public Hearing. There were no public comments. Chair Woodruff closed the public hearing. The Budget Committee commenced review of the proposed budget. Following a brief discussion, and with no proposed changes to the budget, Mr. Welch **moved** to accept the proposed budget and recommend its adoption to the Waldport Road District Board, and to approve taxes for the 2017/2018 fiscal year at the rate of \$0.6960 per \$1000 of assessed value for operating purposes. Mr. Canfield **seconded**, and the motion **carried** unanimously on a voice vote.

ADJOURNMENT: At 4:15 p.m., there being no further business to come before the Committee, the meeting was adjourned.

Respectfully submitted,

Reda Q. Eckerman, City Recorder

APPROVED by the Waldport Road District #3 Board this ____ day of _____, 2017.

SIGNED by the Chair this ____ day of _____, 2017.

Susan Woodruff, Chair

WALDPOR ROAD DISTRICT RESOLUTION # _____
ADOPTING THE BUDGET, MAKING APPROPRIATIONS,
IMPOSING AND CATEGORIZING THE TAX

BE IT RESOLVED the Waldport Road District hereby adopts the budget for fiscal year 2017/2018 in the amount of **\$150,400**, now on file at Waldport City Hall, Waldport, Oregon.

BE IT RESOLVED that the amounts shown below are hereby appropriated for the following purposes for the fiscal year beginning July 1, 2017.

Road District Fund	
Materials and Services	150,400
Total	150,400

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed for the tax year 2017/2018 upon the assessed value of all taxable property within the Waldport Road District in the amount of \$0.6960 per \$1000 of assessed value for permanent rate tax, subject to general government limitation.

The above resolution statements were approved and declared adopted on June 8, 2017

Signed by the Chair of the Waldport Road District this _____ day of June 2017

Susan Woodruff, Chair

Attested by Reda Eckerman, City Recorder

WALDPOR T URBAN RENEWAL AGENCY
JUNE 8, 2017
MEETING NOTICE AND AGENDA

THE WALDPOR T URBAN RENEWAL AGENCY WILL MEET ON THURSDAY, JUNE 8, 2017 AT 2:00 P.M. IN THE CITY COUNCIL MEETING ROOM, 125 ALSEA HIGHWAY TO TAKE UP THE FOLLOWING AGENDA:

1. ROLL CALL
2. CITIZEN COMMENTS AND CONCERNS
3. AGENCY MEMBER COMMENTS AND CONCERNS
4. MINUTES: *June 9, 2016 and April 25, 2017 (Budget Committee)*
5. PUBLIC HEARING: *Urban Renewal Agency Budget for FY 2017-2018*
6. DISCUSSION/ACTION ITEMS:
 - A. *Consideration of Resolution Adopting Budget for FY 2017-2018*
 - B. *Other Issues*
7. 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, 264-7417, during regular business hours.

Notice given this 2ND day of June, 2017

Reda Q. Eckerman, City Recorder

**WALDPORT URBAN RENEWAL AGENCY
JUNE 9, 2016
MEETING MINUTES**

1. ROLL CALL: Chair Woodruff called the meeting to order at 2:45 p.m. Chair Woodruff and Agency Members O'Brien, Christenson, Campbell and Holland answered the roll. Members Gates and Cutter were absent. A quorum was present.
2. CITIZEN COMMENTS AND CONCERNS: None.
3. AGENCY MEMBER COMMENTS AND CONCERNS: None.
4. MINUTES: The Agency considered the minutes from the June 11, 2015 regular meeting and the April 26, 2016 budget meeting. Mr. Christenson **moved** to approve the minutes as presented. Mr. O'Brien **seconded**, and th motion **carried** unanimously on a voice vote.
5. PUBLIC HEARING: Chair Woodruff opened the Public Hearing on the Urban Renewal Agency Budget for FY 2016-2017. There were no comments from the public. Chair Woodruff closed the public hearing.
6. DISCUSSION/ACTION ITEMS:
 - A. Consideration of Resolution Adopting Budget for FY 2016-2017: Mr. Campbell **moved** to approve adoption of Resolution UR 16-01. Mr. Holland **seconded**, and the motion **carried** unanimously.
 - B. Other Issues: None.
7. ADJOURNMENT: At 2:46 p.m., there being no further business to come before the Urban Renewal Agency, the meeting was adjourned.

Respectfully submitted,



Reda Q. Eckerman, City Recorder

APPROVED by the Waldport Urban Renewal Agency this ___ day of _____, 20__.

SIGNED by the Chair this ___day of _____, 20__.

Susan Woodruff, Chair

WALDPOR T URBAN RENEWAL AGENCY
APRIL 25, 2017
BUDGET COMMITTEE MEETING MINUTES

The meeting was called to order at 4:16 p.m. Agency Members Woodruff, Holland and Warwick, and Laypersons Dennis, Perkins, Meredith, Canfield and Welch answered the roll. Board Members Cutter, Christenson, O'Brien and Dunn, and Laypersons Miller and Campbell were absent. A quorum was present.

SELECTION OF BUDGET COMMITTEE CHAIR: Mr. Welch nominated Ms. Woodruff for Chair. Mr. Perkins seconded. There were no other nominations. The vote was unanimous for Ms. Woodruff.

PUBLIC HEARING - Waldport Urban Renewal Agency Budget for FY 2017/2018: Ms. Woodruff opened the public hearing. There were no public comments. Chair Woodruff closed the public hearing. The Budget Committee watched a PowerPoint which gave a general overview of Urban Renewal, and then commenced review of the proposed budget. City Manager Kemp explained the proposed facade improvement program included in the Urban Renewal #1 budget, and noted that the Urban Renewal Agency has not yet formally met to discuss the implementation. Following a brief discussion, and with no proposed changes to the budget, Ms. Warwick **moved** to accept the proposed budget and recommend its adoption to the Urban Renewal Board, and to approve taxes for the 2017/2018 fiscal year at the maximum amount that may be raised from division of taxes for the Urban Renewal #2 Plan. Mr. Welch **seconded**, and the motion **carried** unanimously on a voice vote.

ADJOURNMENT: At 4:32 p.m., there being no further business to come before the Committee, the meeting was adjourned.

Respectfully submitted,

Reda Q. Eckerman, City Recorder

APPROVED by the Waldport Urban Renewal Agency this ___ day of _____, 2017.

SIGNED by the Chair this ___ day of _____, 2017.

Susan Woodruff, Chair



WALDPORT URBAN RENEWAL

MEETING AGENDA COVER SHEET FOR DISCUSSION / ACTION

TITLE OF ISSUE: Adopting Waldport Urban Renewal Budget for Fiscal Year 2017/2018

REQUESTED BY: City Manager, City Accountant

FOR MEETING DATE: June 8, 2017

SUMMARY OF ISSUE:

The budget committee met on April 25^h and approved the budget document with no amendments and recommended its adoption to the Waldport Urban Renewal Agency. A summary of the budget, as approved by the budget committee, was presented in the Newport News Times in the May 24th edition.

Once the budget hearing has been held, the governing body can make changes to the budget that was approved by the budget committee. The governing body must take all available information into consideration when adopting the budget. This information includes the public testimony presented at the budget hearing and any new information.

Any expenditure in any fund can be reduced as long as resources and requirements in the fund remain in balance. Any tax levy can be reduced from the rate or amount that was approved by the budget committee. **Expenditures may be increased by \$5,000 or 10 percent, whichever is greater.** If any funds are increased by more than \$5,000 or 10 percent, the governing body must publish notice of a second budget hearing and a new financial summary, and hold the second hearing before the adjusted budget can be adopted.

Funds	Expenditures	10%
UR#1 Construction	75,700	7,570
UR #2 Construction	485,150	48,515
UR#2 Debt Service	24,043	2,404

STAFF RECOMMENDATION or ACTION REQUESTED:

After the public hearing and budget deliberations, we recommend the Urban Renewal Agency approve a resolution to either adopt the budget for fiscal year 2017/2018 as presented, or adopt the budget for fiscal year 2017/2018 as amended and authorize the Chair to sign when document has been revised.

WALDPORT URBAN RENEWAL RESOLUTION # _____
ADOPTING THE BUDGET, MAKING APPROPRIATIONS,
DECLARING TAX INCREMENT

BE IT RESOLVED the Waldport Urban Renewal Agency hereby adopts the budget for fiscal year 2017/2018 in the amount of \$676,000, now on file at Waldport City Hall, Waldport, Oregon.

BE IT RESOLVED that the amounts shown below are hereby appropriated for the following purposes for the fiscal year beginning July 1, 2017.

<u>Urban Renewal Construction</u>	
UR#1 Construction	75,700
UR#2 Construction	485,150
Contingencies	29,250
Total	590,100

<u>Urban Renewal Debt Service</u>	
UR#2 Debt Service	24,043
Total	24,043

Total Appropriated	614,143
Total Reserved	61,857
Total Adopted Budget	676,000

BE IT RESOLVED that the Waldport Urban Renewal Agency hereby resolves to certify to the county assessor for the Urban Renewal #2 Plan Area a request for the maximum amount of revenue that may be raised by dividing the taxes under Section 1c, Article IX, of the Oregon Constitution.

The above resolution statements were approved and declared adopted on June 8, 2017

Signed by the Chair of the Waldport Urban Renewal Agency this _____ day of June 2017

Susan Woodruff, Chair

Attested by Reda Eckerman, City Recorder