

**WALDPOR CITY COUNCIL
AUGUST 9, 2018
MEETING NOTICE AND AGENDA**

The Waldport City Council will meet at 2:00 p.m. on Thursday, August 9, 2018 in the City Council Meeting Room, 125 Alsea Highway to take up the following agenda:

1. CALL TO ORDER & ROLL CALL
2. MINUTES: *July 10 & July 12, 2018*
3. PUBLIC COMMENTS/PRESENTATIONS
4. DISCUSSION/ACTION ITEMS
 - A) *Transient Lodging Tax - Consideration of Revised Code Language*
 - B) *Resolutions*
 - 1) *Resolution Amending Budget for FY 2018/2019*
 - 2) *Resolution Identifying Streets to Be Improved by State of Oregon Special City Allotment Monies*
 - C) *Other Issues*
5. COUNCIL COMMENTS AND CONCERNS
6. STAFF REPORTS
7. 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.*
8. ACTIONS, IF ANY, FROM EXECUTIVE SESSION
9. GOOD OF THE ORDER
10. 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 3rd day of August, 2018 - Reda Q. Eckerman, City Recorder

**WALDPOR CITY COUNCIL
JULY 10, 2018
MEETING MINUTES**

1. CALL TO ORDER AND ROLL CALL: Mayor Woodruff called the meeting to order at 6:00 p.m. Mayor Woodruff and Councilors Yorks, Dennis, Cutter and Holland answered the roll. Councilor Dunn was excused. A quorum was present.

2. CITIZEN COMMENTS AND PRESENTATIONS: Wayne Smith extended thanks to Mayor, Chief Woodruff and Public Works Director regarding their prompt response to his concerns about hydrant testing. He asked about the funding for the McKinney Slough Bridge project and Mr. Kemp explained that it was an ODOT project that was funded through the State as a grant/loan package. He also provided a brief review of the project to-date. Councilor Cutter noted that legislative options are also being considered for assistance to cities faced with similar situations in the future. Hollis Lundeen asked about the status of the easement for Vista View and Mr. Kemp responded that the upcoming Transportation System Plan update will include a review of existing, proposed and desired connections for the City. The process for public input during this review will be made available once it has been established.

3. COUNCIL COMMENTS AND CONCERNS: A brief discussion ensued regarding the League of Oregon Cities' request for input on legislative priorities. This topic will be further discussed at the regular Council meeting on July 12. Other topics of discussion included the status of the "open space" and FEMA restrictions of the use of the property, the law enforcement contract with the Lincoln County Sheriff's Department, and various methods for providing information to the public with regard to specific issues which may be of interest.

4. ADJOURNMENT: At 6:40 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
JULY 12, 2018
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 Dennis, Dunn, Cutter, Holland and Yorks answered the roll. A quorum was present.

2. **MINUTES:** The Council considered the minutes from the June 14, 2018 meeting. Audience member Hollis Lundeen asked that the Council consider an amendment to the minutes to include her query during the public comment portion of that meeting, regarding the status of obtaining an easement on the end of the proposed Vista View planned development. Councilor Holland **moved** to amend the minutes to reflect the query, and approve the minutes as amended. Councilor Yorks **seconded**, and the motion **carried** unanimously.

3. **PUBLIC COMMENTS AND PRESENTATIONS:** Kevin Ridgeway, representing the Oregon Coast Visitors Association, addressed the Council regarding a proposed "Art Trail" project, identifying local art that is available for viewing 24 hours a day from Astoria to Brookings. Hollis Lundeen asked if the Council would be taking recommendations from people on the League of Oregon Cities legislative priorities, if so, she felt that items H (Green Energy Technology Requirement Changes), Q (Place-Based, Water Resource Planning), and W (Speed Cameras) were good choices. She also asked about the topic of the executive session, and City Manager Kemp explained that this was an ongoing discussion of litigation concerning the water tank project.

4. **DISCUSSION/ACTION ITEMS:**

A. **Transient Lodging Tax - Consideration of Proposed Amendments:** City Manager Kemp noted that this revision was to bring the City's Transient Lodging ordinance in line with the language in the Oregon Revised Statutes following recent legislative updates. A general discussion ensued regarding incentives for promoting long-term rentals in light of the current housing shortage, regulations for transient rentals, tracking of third-party rental entities, and possible increases in the transient lodging tax. A "clean" copy will be provided for the August Council meeting for further review, with a workshop scheduled on September 10 at 6:00 p.m. to consider any additional changes to the ordinance, as well as draft regulations for vacation rentals in general.

B. **League of Oregon Cities - Legislative Priorities:** A lengthy discussion ensued regarding the list of priorities. **Consensus** of the Council was to recommend items I (Infrastructure Financing and Resilience), Q (Place-Based, Water Resource Planning), R (Property Tax Reform), and U (Safe Routes to School Match). The items deemed least important were C (Auto Theft), D (Beer and Cider Tax Increase), W (Speed Cameras) and Z (Tobacco Taxes Share Increase).

C. **Other Issues:** None.

5. **COUNCIL COMMENTS AND CONCERNS:** A brief discussion ensued regarding the Sheriff's contract and the services being received. **Consensus** of the Council was to form

a group comprised of Councilors Cutter and Holland, along with City Manager Kemp, to meet with the Sheriff and then make a presentation to the Council at a future meeting. Councilor Dennis asked about progress being made on the proposed brewery. Mr. Kemp indicated he was meeting with the owner the following day, and will then report back to the Council.

6. STAFF REPORTS: Written reports from the City Manager, City Librarian, City Planner, Public Works Director, and City Recorder were included in the packet materials. City Manager Kemp reminded the Council of the upcoming League of Oregon Cities conference. Councilors Yorks and Dennis will check their schedules to determine if they can attend. Mr. Kemp noted that the Transportation System Plan update kickoff meeting would be August 3, and he will provide an update at either the workshop or the regular meeting in August. Public Works Director Andry is reviewing the status of streets to determine if there is a project that would meet the criteria for the Small Cities Allotment grant, if one is identified, the adopting resolution will be brought to the August meeting. Mr. Kemp reported that the City Attorney had reviewed and approved the utilization of Urban Renewal monies for the "Dig Deep" contract. With regard to the proposed co-location of the Fire District and City Hall facilities, Mr. Kemp noted that the college indicated they would be amenable to opening discussions regarding their property on Highway 101, and the suggestion would be brought to the college board for discussion in August. Mr. Kemp distributed the first draft of the Scenic Byway logo and gave a brief update of the progress on that project. The final item on Mr. Kemp's report was an update on the disc golf project, and he noted that the City was preparing to order baskets for the course. Public Works Director Andry mentioned that he is working with the DEQ representative regarding biosolids disposal, and also thanked Mayor Woodruff and other volunteers for their work in cleaning up after the Beachcomber Days event as well as her ongoing work in maintaining the City's parks. He then provided a brief tour of the new camera trailer that the Public Works Department had recently acquired.

7. EXECUTIVE SESSION: At 4:18, 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 4:56 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 4:57 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



CITY COUNCIL MEETING AGENDA COVER SHEET FOR DISCUSSION / ACTION

TITLE OF ISSUE: Transient Lodging Tax

REQUESTED BY: City Manager

FOR MEETING DATE: August 9, 2018

SUMMARY OF ISSUE:

The State of Oregon Legislative Assembly passed House Bill ("HB") 4120 requiring, among other things, that transient lodging taxes be collected by those "intermediaries" that facilitate the short-term rental of lodging. Based on the provisions of the bill, attached is a draft update to the Waldport Municipal Code ("Code"). City Council discussed this at the last meeting, and approved changes as noted. Attached is a clean, revised update to the Waldport Municipal Code, for further discussion and amendments as needed.

STAFF RECOMMENDATION or ACTION REQUESTED:

Review potential changes to the Waldport Municipal Code.

BACKGROUND:

Attached is a paper about lodging taxes on the Oregon Coast (somewhat dated, as it still shows Yachats at 7 percent instead of 9 percent).

Link to League of Oregon Cities legal guide:

<http://www.orcities.org/Portals/17/Library/Model%20TLT%20Guide%20FINAL%204-13-17.pdf>

Attachments: Version 1 of Updates to the Waldport Municipal Code
Paper on lodging taxes along the Oregon Coast

3.04 Transient Lodging Tax

Sections:

- 3.04.010 Definitions.
- 3.04.020 Tax imposed.
- 3.04.030 Collection of tax-Rules for collection.
- 3.04.040 Lodging Tax Collector duties.
- 3.04.050 Exemptions.
- 3.04.060 Registration of operator - Certification of authority.
- 3.04.070 Due date - Returns and payments.
- 3.04.080 Penalties.
- 3.04.090 Deficiency determinations - Lodging Tax Collector delay.
- 3.04.100 Redeterminations.
- 3.04.110 Security for collection of tax.
- 3.04.120 Lien
- 3.04.130 Refunds.
- 3.04.140 Collection Fee
- 3.04.150 Administration.
- 3.04.160 Appeal to the City Council.
- 3.04.170 Violations.
- 3.04.180 Penalties.

3.04.010 Definitions.

Except where the context otherwise requires, the definitions given in this section govern the construction of this chapter.

"Accrual accounting" means the lodging tax collector enters the rent due from a transient on his or her records when the rent is earned, whether or not it is paid.

"Cash accounting" means the lodging tax collector does not enter the rent due from a transient on his or her records until rent is paid.

"City Council" means the City Council of the City of Waldport, Oregon.

"Lodging facility" means any structure, or any portion of any structure which is occupied or intended or designed for transient occupancy for dwelling, lodging, or sleeping purposes, and includes any hotel, motel, inn, condominium, tourist home or house, studio hotel, bachelor hotel, lodging house, rooming house, apartment house, public or private dormitory, fraternity, sorority, public or private club, and also means space in mobile home or trailer parks, or similar structure or space or portions thereof so occupied, provided such occupancy is for less than a thirty (30) day period.

"Lodging intermediary" means a person other than an operator that facilitates the retail sale of lodging facilities and: a) charges for occupancy of the lodging facility; b) collects the

consideration charged for occupancy of the lodging facility; or c) receives a fee or commission and requires the operator to use a specified third-party entity to collect the consideration charged for occupancy of the transient lodging.

"Lodging tax collector" means an operator or a lodging intermediary.

"Occupancy" means the use or possession, or the right to the use or possession for lodging or sleeping purposes of any room or rooms in a lodging facility or portion thereof.

"Operator" means a person that furnishes lodging in a lodging facility. Where the operator performs his or her functions through a managing agent of any type or character other than an employee, the managing agent shall also be deemed an operator for the purposes of this chapter and shall have the same duties and liabilities as his or her principal. Compliance with the provision of this chapter by either the principal or the managing agent shall be considered to be compliance by both.

"Person" means any individual, partnership, joint venture, association, social club, fraternal organization, fraternity, sorority, public or private dormitory, joint stock company, corporation, estate, trust, business trust, receiver, trustee, syndicate or any other group or combination acting as a unit.

"Registered guest" means any individual who exercised occupancy or is entitled to occupancy in a lodging facility for a period of thirty (30) consecutive calendar days or less, counting portions of calendar days as full days. The day a registered guest checks out of the lodging facility shall not be included in determining the thirty (30) day period if the registered guest is not charged rent for that day by the lodging tax collector. Any individual so occupying space in a lodging facility shall be deemed to be a registered guest until the period of thirty (30) days has expired unless there is an agreement in writing between the operator and the occupant providing for a longer period of occupancy, or the tenancy actually extends more than thirty (30) consecutive days. In determining whether a person is a registered guest, uninterrupted periods of time extending both prior and subsequent to the effective date of the ordinance codified in this chapter may be considered. A person who pays for lodging on a monthly basis, irrespective of the number of days in such month, shall not be deemed a registered guest. An owner of a condominium unit, or any other person residing in the same, who is required to pay any consideration for the use of the unit, shall be deemed a registered guest.

"Rent" means the consideration charged, whether or not received by the lodging tax collector, for the occupancy of space in a lodging facility, valued in money, goods, labor, credits, property or other consideration valued in money, without any deduction, but shall not include charges to a condominium unit owner which are solely for cleaning or maintenance of such unit or personal use or for occupancy by such owner, so long as the charges are made in connection therewith for space occupancy.

"Rent package plan" means the consideration charged for both food and rent where a single rate is made for the total of both. The amount applicable to rent for determination

of occupancy tax under this chapter shall be the same charge made for rent when consideration is not a part of the package plan. The amount applicable to rent for determination of occupancy tax under this chapter shall be that amount allocated to space rent, taking into consideration a reasonable value of other items in the rent package and taking into consideration the charge for rent when the space is rented separately and not included in a package plan.

"Tax" means either the tax payable by the registered guest or the aggregate amount of taxes due from a lodging tax collector during the period for which he or she is required to report his or her collections.

"Tax administrator" means the City Manager of the City of Waldport, Oregon or his or her designee.

3.04.020 Tax imposed.

For the privilege of occupancy in any lodging facility, each registered guest shall pay a tax in the amount of seven percent of the rent charged by the lodging tax collector. The tax constitutes a debt owed by the registered guest to the City which is extinguished only by payment by the lodging tax collector to the City. The registered guest shall pay the tax to the transient tax collector of the lodging facility at the time the rent is paid. The lodging tax collector shall enter the tax on his or her records when rent is collected if the lodging tax collector keeps his or her records on the cash accounting basis and when earned if the lodging tax collector keeps his or her records on the accrual accounting basis. If rent is paid in installments, a proportionate share of the tax shall be paid by the registered guest to the lodging tax collector with each installment. In all cases, the rent paid or charged for occupancy shall exclude the sale of any goods, services and commodities, other than the furnishing of rooms and accommodations.

3.04.030 Collection of tax - Rules for collection.

A. Every lodging tax collector renting lodging facilities in this City, the occupancy of which is not exempted under the terms of this chapter, shall collect a tax from the registered guest. The tax collected or accrued by the lodging tax collector constitutes a debt owing by the lodging tax collector to the City.

B. In all cases of credit or deferred payment of rent, the payment of tax to the lodging tax collector may be deferred until the rent is paid, and the lodging tax collector shall not be liable for the tax until credits are paid or deferred payments are made. Adjustments may be made for uncollectibles.

C. The tax administrator shall enforce provisions of this chapter and shall have the power to adopt rules and regulations not inconsistent with this chapter as may be necessary to aid in the enforcement.

D. For rent collected on portions of a dollar, fractions of a penny of tax shall not be

remitted.

3.04.040 Lodging tax collector duties.

Each lodging tax collector shall collect the tax imposed by this chapter at the same time as the rent is collected from every registered guest. The amount of tax shall be separately stated upon the lodging tax collector's records, and any receipt rendered by the lodging tax collector. No lodging tax collector of a lodging facility shall advertise that the tax or any part of the tax will be assumed or absorbed by the lodging tax collector, or that it will not be added to the rent, or that, when added, any part will be refunded, except in the manner provided by this chapter.

3.04.050 Exemptions.

No tax imposed under this chapter shall be imposed upon:

A. Any occupant for more than thirty (30) successive calendar days with respect to any rent imposed for the period commencing after the first thirty (30) days of such successive occupancy; (a person who pays for lodging on a monthly basis, irrespective of the number of days in such month, shall not be deemed a registered guest);

B. Any occupant whose rent is of a value less than two dollars per day;

C. Any occupant whose rent is paid to a health care facility, including hospitals, medical clinics, convalescent homes, homes for the aged, and long-term care facilities.

D. Any occupant whose rent is paid to a public institution owned and operated by a unit of the government.

E. Any occupant whose rent is paid to a facility providing treatment for drug or alcohol abuse or providing mental health treatment.

F. Any occupant whose rent is funded through a contract with a government agency and the purpose of such occupancy is to provide emergency or temporary shelter.

G. Any occupant whose rent is paid to a nonprofit youth or church camp, nonprofit conference center or other nonprofit facility.

H. Any occupant who rents a private home, vacation cabin, or similar residential facility from any lodging operator who rents such facility incidentally to the lodging operator's own personal use thereof, and where the total number of rental days for the facility are less than 30 days per year.

I. Any occupant who is a federal employee on official federal government business.

3.04.060 Registration of operator - Certification of authority.

Every person engaging or about to engage in business as an operator of a lodging facility in this City shall register with the tax administrator on a form provided by him or her. Operators engaged in business at the time the ordinance codified in this chapter is adopted must register not later than thirty (30) calendar days after passage of this chapter. Operators starting business after the ordinance codified in this chapter is adopted must register within fifteen (15) days after commencing business. The privilege of registration after the date of imposition of such tax shall not relieve any person from the obligation of payment or collection of tax regardless of registration. Registration sets forth the name under which the operator transacts or intends to transact business, the location of his or her place or places of business and such other information to facilitate the collection of the tax as the tax administrator may require. The registration shall be signed by the operator. The tax administrator shall, within ten (10) days after registration, issue without charge a certificate of authority to each registrant to collect the tax from the occupant, together with a duplicate thereof for each additional place of business of each registrant. Certificates shall be nonassignable and nontransferable and shall be surrendered immediately to the tax administrator upon the cessation of business at the location named or upon its sale or transfer. Each certificate and duplicate shall state the place of business to which it is applicable and shall be prominently displayed therein so as to be seen and come to the notice readily of all occupants and persons seeking occupancy.

Said certificate shall, among other things, state the following:

- A. The name of the operator;
- B. The address of the lodging facility;
- C. The date upon which the certificate was issued;
- D. The issued certificate shall state the following: "This Registration Certificate signifies that the person named on the face hereof has fulfilled the requirements of the Transient Lodging Tax Ordinance of the City of Waldport by registration with the tax administrator for the purpose of collecting from registered guests the occupancy tax imposed by said City and remitting said tax to the tax administrator. This certificate does not authorize any person to conduct any unlawful business or to conduct any lawful business in an unlawful manner, or to operate a lodging facility without strictly complying with all local applicable laws, including but not limited to those requiring a permit from any board, commission, department or office of the City of Waldport. This certificate does not constitute a permit."

3.04.070 Due date - Returns and payments.

A. The tax imposed by this chapter shall be paid by the registered guest to the lodging tax collector at the time that rent is paid. All amounts of such taxes collected by any lodging tax collector less the cost charged by credit card companies when credit cards are used as consideration for occupancy are due and payable to the tax administrator on a quarterly basis on or before the last day of the month following each calendar quarter (in the months of April, July, October and January) and are delinquent on the first day of the month following (in the months of May, August, November and February). The tax administrator

has authority to classify and/or district the lodging tax collectors for determination of applicable tax periods, and shall notify each lodging tax collector of the due and delinquent dates for the lodging tax collector's returns. The initial return under this chapter may be for less than the three months preceding the due date; thereafter returns shall be made for the applicable quarterly period.

B. On or before the last day of the month following each quarter of collection, a return for the preceding quarter's tax collections shall be filed with the tax administrator. The return shall be filed in such form as the tax administrator may prescribe by every lodging tax collector liable for payment of tax.

C. Returns shall show the total rent and fees for each month in the quarter on a separate line, with a total for the quarter.

D. The person required to file the return shall deliver the return, together with the remittance of the amount of the tax due, to the tax administrator at his or her office, either by personal delivery or by mail before the last day of the month following each quarter of collection. If the return is mailed, the postmark shall be considered the date of delivery for determining delinquencies.

E. For good cause, the tax administrator may extend for not to exceed one month, the time for making any return or payment of tax. No further extension shall be granted, except by the City Council. Any lodging tax collector to whom an extension is granted shall pay the delinquent fees unless waived by the City Council.

F. The tax administrator, if he or she deems it necessary in order to insure payment or facilitate collection by the City of the amount of taxes in any individual case, may require returns and payment of the amount of taxes for other than quarterly periods.

3.04.080 Penalties.

A. Original Delinquency. Any lodging tax collector who has not been granted an extension of time for remittance of tax due and who fails to remit any tax imposed by this chapter prior to delinquency shall pay ten (10) percent of the amount of the tax due and a delinquency fee of \$100 in addition to the amount of the tax.

B. Continued Delinquency. Any lodging tax collector who has not been granted an extension of time for remittance of tax due, and who failed to pay any delinquent remittance on or before a period of thirty (30) days following the date on which the remittance first became delinquent shall pay an additional ten (10) percent for each thirty (30) day period the tax remains delinquent.

C. Fraud. If the tax administrator determines that the nonpayment of any remittance due under this chapter is due to fraud or intent to evade the provisions thereof, a penalty of twenty-five (25) percent of the amount of the tax shall be added thereto in addition to the penalties stated in subsections A and B of this section.

D. Penalties Merged with Tax. Every penalty imposed under the provisions of this section shall be merged with and become a part of the tax herein required to be paid.

E. Petition for Waiver. Any lodging tax collector who fails to remit the tax herein levied within the time herein stated shall pay the penalties herein stated; provided, however, the lodging tax collector may petition the City Council for waiver and refund of the penalty or any portion thereof and the City Council may, if a good and sufficient reason is shown, waive and direct a refund of the penalty or any portion thereof.

3.04.090 Deficiency determinations - Lodging tax collector delay.

A. Deficiency Determinations. If the tax administrator determines that the returns are incorrect, he or she may compute and determine the amount required to be paid upon the basis of the facts contained in the return or returns, or upon the basis of any information within his or her possession or that may come into his or her possession. One or more deficiency determinations may be made of the amount due for one, or more than one, period, and the amount so determined shall be due and payable immediately upon service of notice as herein provided after which the amount determined is delinquent. Penalties on deficiencies shall be applied as set forth in Section 3.04.080 of this chapter.

1. In making a determination the tax administrator may offset overpayments, if any, which may have been previously made for a period or periods, against any underpayment for a subsequent period or periods, or against penalties on the underpayments.

2. The tax administrator shall give to the lodging tax collector or occupant a written notice of his or her determination. The notice may be served personally or by mail. If by mail, the notice shall be addressed to the lodging tax collector at his or her address as it appears on the records of the tax administrator. In case of service by mail of any notice required by this chapter, it shall be served by mailing such notice by registered mail, postage prepaid, return receipt requested.

3. Except in the case of fraud or intent to evade this chapter or authorized rules and regulations, every deficiency determination shall be made and notice thereof mailed within three (3) years after the last day of the month following the close of the quarterly period for which the amount is proposed to be determined or with three (3) years after the return is filed, whichever period expires the later.

4. Any determination shall become due and payable immediately upon receipt of notice and shall become final within twenty (20) days after the tax administrator has given notice thereof, provided, however, the lodging tax collector may petition redemption and refund if the petition is filed before the determination become final as herein provided.

B. Fraud, Refusal to Collect, Evasion. If any lodging tax collector shall fail or refuse to collect said tax or to make within the time provided in this chapter any report or remittance of said tax or any portion thereof required by this chapter, or makes a fraudulent return or otherwise willfully attempts to evade this chapter, the tax administrator shall proceed in

such manner as he or she may deem best to obtain the facts and information on which to base an estimate of the tax due. As soon as the tax administrator has determined the tax due that is imposed by this chapter from any lodging tax collector who has failed or refused to collect the same and to report and remit said tax, he or she shall proceed to determine and assess against such lodging tax collector the tax, interest and penalties provided for by this chapter. In case such determination is made, the tax administrator shall give a notice in the manner aforesaid of the amount so assessed. Such determination and notice shall be made and mailed within three (3) years of the discovery by the tax administrator of any fraud, intent to evade or failure or refusal to collect said tax, or failure to file return. Any determination shall become due and payable upon receipt of notice and shall become final within twenty (20) days after the tax administrator has given notice thereof, provided, however, the lodging tax collector may petition for redemption refund if the petition is filed before the determination becomes final as herein provided.

C. Lodging Tax Collector Delay. If the tax administrator believes that the collection of any tax or any amount of tax required to be collected and paid to the City will be jeopardized by delay, or if any determination will be jeopardized by delay, he or she shall thereupon make a determination of the tax or amount of tax required to be collected, noting the fact upon the determination. The amount so determined as herein provided shall be immediately due and payable, and the lodging tax collector shall immediately pay such determination to the tax administrator after service of notice thereof; provided, however, the lodging tax collector may petition, after payment has been made, for redemption and refund of such determination, if the petition is filed within twenty (20) days from the date of service of notice by the tax administrator.

3.04.100 Redeterminations.

A. Any person against whom a determination is made under Section 3.04.090 of this chapter or any person directly interested may petition for a redetermination and redemption and refund within the time required in Section 3.04.090 of this chapter. If a petition for redetermination and refund is not filed within the time required in Section 3.04.090 of this chapter, the determination becomes final at the expiration of the allowable time.

B. If a petition for redetermination and refund is filed within the allowable period, the tax administrator shall reconsider the determination, and if the person has so requested in his or her petition, shall grant the person an oral hearing and shall give him or her twenty (20) days notice of the time and place of the hearing. The tax administrator may continue the hearing from time to time as may be necessary.

C. The tax administrator may decrease or increase the amount of the determination as a result of the hearing and if an increase is determined such increase shall be payable immediately after the hearing.

D. The order or decision of the tax administrator upon a petition for redetermination of redemption and refund becomes final twenty (20) days after service upon the petitioner of notice thereof, unless appeal of such order or decision is filed with the City Council within

the twenty (20) days after the service of such notice.

E. No petition for redetermination of redemption and refund or appeal therefrom shall be effective for any purpose unless the lodging tax collector has first complied with the payment provisions hereof.

3.04.110 Security for collection of tax.

A. The tax administrator, whenever he or she deems it necessary to insure the compliance with this chapter, may require the lodging tax collector to deposit with him or her such security in the form of cash, bond or other security as the tax administrator may determine. The amount of the security shall be fixed by the tax administrator but shall not be greater than twice the lodging tax collector's estimated average quarterly liability for the period for which he or she files returns, determined in such a manner as the tax administrator deems proper, or five thousand dollars (\$5,000.00), whichever amount is less. The amount of security may be increased or decreased by the tax administrator subject to limitations herein provided. The lodging tax collector has a right to appeal to the City Council any decision of the tax administrator made pursuant to this section. The lodging tax collector's right to appeal is pursuant to Section 3.04.150.

B. At any time within three (3) years after any tax or any amount of tax required to be collected becomes due and payable or at any time within three (3) years after any determination becomes final, the tax administrator may bring any action in the courts of this State, or any other state, or of the United States in the name of the City to collect the amount delinquent together with penalties and reasonable attorney's fees, to be determined by the court, together with court costs.

3.04.120 Lien

Any deficiency for occupancy room taxes identified in a final deficiency determination shall become a lien against the real property used for the lodging facility upon which the occupancy tax has been assessed. The tax administrator shall cause a lien to be entered in the lien docket of the City.

In addition to other remedies provided in this chapter, any deficiency for occupancy taxes identified in a final deficiency determination shall be deemed a debt owed by the occupancy tax collector to the City. Any person owing money to the City under the provisions of this chapter shall be liable to an action brought in the name of the City of Waldport for the recovery of such amount. In lieu of filing an action for the recovery, the City may submit deficiencies to a collection agency. In the event the City turns over a deficient tax account to a collection agency, the City may add to the amount owing an amount equal to the collection agency fees, not to exceed twenty-five percent of the outstanding tax owing. The City shall provide notice as may be required by state law.

3.04.130 Refunds.

A. Refunds by the City to the Lodging Tax Collector. Whenever the amount of any tax or penalty has been paid more than once or has been erroneously or illegally collected or received by the tax administrator under this chapter, it may be refunded, provided a verified claim in writing therefor, stating the specific reason upon which the claim is founded, is filed with the tax administrator within three (3) years from the date of payment. The claim shall be made on forms provided by the tax administrator. If the claim is approved by the tax administrator, the excess amount collected or paid may be refunded or may be credited on any amount then due and payable from the lodging tax collector from whom it was collected or by whom paid and the balance may be refunded to such lodging tax collector, his or her administrators, executors or assignees.

B. Refunds by City to Registered Guest. Whenever the tax required by this chapter has been collected by a lodging tax collector, and deposited by the lodging tax collector with the tax administrator, and it is later determined that the tax was erroneously or illegally collected or received by the tax administrator, it may be refunded by the tax administrator to the registered guest, provided a verified claim in writing therefor, stating the specific reason on which the claim is founded, is filed with the tax administrator within three (3) years from the date of payment.

C. Refunds by Lodging Tax Collector to Tenant. Whenever the tax required by this chapter has been collected by the lodging tax collector and it is later determined that the tenant occupies the lodging facility for a period exceeding thirty (30) days without interruption, the lodging tax collector shall refund to such tenant the tax previously collected by the lodging tax collector from that tenant as a registered guest. The lodging tax collector shall account for such collection and refund to the tax administrator. If the lodging tax collector has remitted the tax prior to the refund or credit to the tenant, he or she shall be entitled to a corresponding refund under this section.

3.04.140 Collection Fee

Every lodging tax collector liable for collection and remittance of the tax imposed by this chapter may withhold seven (7) percent of the net tax herein collected, to cover the lodging tax collector's expense in collection and remittance of the tax.

3.04.150 Administration.

A. Records Required From Lodging Tax Collectors. Every lodging tax collector shall keep guest records of room sales and accounting books and records of the room sales. All records shall be retained by the lodging tax collector for a period of three (3) years and six (6) months after they come into being.

B. Examination of Records - Investigations. The tax administrator or any person authorized in writing by him or her, may examine during normal business hours the books, papers and accounting records relating to room sales of any lodging tax collector, after notification to the lodging tax collector liable for the tax, and may investigate the business of the lodging tax collector in order to verify the accuracy of any return made, or if no return is made by the lodging tax collector, to ascertain and determine the amount required to be

paid.

C. Confidential Character of Information Obtained. Disclosure shall follow the Public Records Laws of the State of Oregon.

3.04.160 Appeal to the City Council.

Any person aggrieved by a decision of the tax administrator may appeal to the City Council by filing notice of appeal with the tax administrator within twenty (20) days of the serving or mailing of the tax notice of a decision given by the tax administrator. The tax administrator shall transmit the notice of appeal together with the file of the appealed matter to the City Council, who shall fix a time and place for hearing such appeal from the decision of the tax administrator. The City Council shall give the appellant not less than twenty (20) days written notice of the time and place of hearing of the appealed matter. Action by the City Council on appeals shall be decided by a majority of the City Council present at the meeting where such appeal is considered.

3.04.170 Violations.

It is unlawful for any person so required to fail or refuse to register as required herein, or to furnish any return required to be made, or fail or refuse to furnish a supplemental return or other data required by the tax administrator or to render a false or fraudulent return. No person required to make, render, sign or verify any report shall make any false or fraudulent report, with intent to defeat or evade the determination of any amount due required by this chapter.

3.04.180 Penalties.

Any person who violates any of the provisions of this chapter, as now constituted or hereafter amended or revised, commits a Class A civil infraction and shall be subject to the procedures and penalties of Chapter 1.08 of this code, as now constituted or hereafter amended or revised.

Transient Lodging Taxes on the Oregon Coast

Tourism is a significant economic driver in Oregon. In 2015, this industry attracted \$10.8 billion in visitor spending, employed 105,000 people, and generated \$466 million in state and local tax revenue. Every \$1 invested in tourism advertising results in \$237 in visitor spending.

This publication provides information about transient lodging taxes (TLTs) to tourism-industry stakeholders and community decision-makers such as hotels, restaurants, tour operators, resource managers, county commissioners, city councils, chambers of commerce, visitor centers, and local citizens and elected officials. TLTs are one form of local revenue generated through the tourism industry that can be used to invest in related community-development efforts and promote quality management and further growth in the tourism sector in communities large and small.

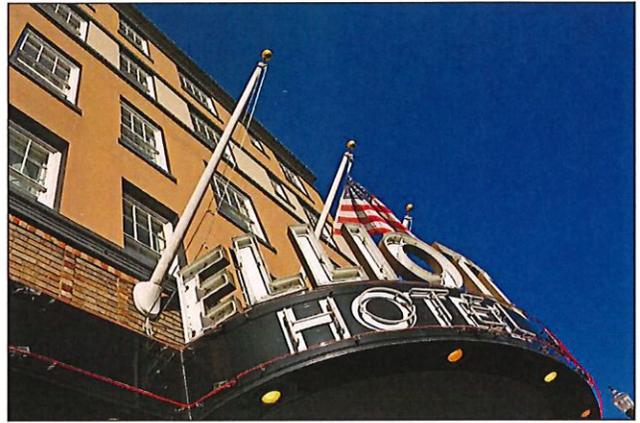
About Transient Lodging Taxes

Transient lodging taxes are taxes for temporary lodging at hotels, motels, campgrounds, and similar facilities. TLTs provide an important source of revenue for tourism promotion purposes. Lawmakers in Oregon established a statewide TLT of 1 percent in 2003 to provide core funding for the Oregon Tourism Commission, also known as Travel Oregon. At the time, 80 percent of the net receipts of this tax were to be spent on state tourism marketing programs, and no more than 15 percent of net receipts were to be spent on regional tourism marketing programs. Travel Oregon also uses a portion of the lodging tax revenue to pay for operations.

In 2016, Oregon lawmakers passed HB 4146, which increased the state TLT from 1 to 1.8 percent for four years, effective July 1, 2016. The tax then decreases to 1.5 percent, effective July 1, 2020. This legislation also changed how Travel Oregon must spend lodging tax revenue. Sixty-five percent of net revenue is to be spent on state tourism programs, 20 percent on regional tourism programs, and 10 percent on a competitive grant program.

Since the statewide TLT went into effect, on January 1, 2004, the program has generated approximately \$145 million in revenue.

In addition to the statewide program, many cities and counties in Oregon have established local TLTs. A state



Coastal lodges such as Astoria's Hotel Elliott collect TLTs to help fund community-development efforts, promote quality management, and further growth in the tourism sector. (Photo by Christian Heeb)

law passed in 2003 requires that local governments with existing TLTs maintain the percentage of lodging tax used for tourism promotion or related facilities. In addition, this law requires that 70 percent of revenue from new or increased local TLTs be used to fund tourism promotion or to pay for tourism-related facilities.

Oregon's Tourism Regions

Oregon is divided into seven tourism regions (listed geographically, northwest to southeast): Oregon Coast, Greater Portland, Mt. Hood/The Gorge, Willamette Valley, Southern Oregon, Central Oregon, and Eastern Oregon. Each region has identified one Destination

Rep. Nancy Nathanson, chief sponsor of HB 4146, stated the following about this legislation:

"The bill increases resources for the Oregon Tourism Commission to invest in furthering the state's tourism industry, to promote all of Oregon. And we know that investing in tourism pays off, big time. Since the state lodging tax passed in 2003, there's been an 84% increase in local taxes from visitor activity. Every \$1 invested in Travel Oregon's advertising campaigns generates \$11 in state and local tax revenue. Since Travel Oregon started doing statewide marketing, there has been significant growth in out-of-state and international visitors. For example: international visitation to Oregon in 2014 increased 9% over 2013."

Management Organization (DMO) to act as its Regional Destination Management Organization (RDMO). Each RDMO partners with Travel Oregon to attract visitors to its specific region.

For more information on each region’s designated DMO, please see the list below or [download the PDF](#). If you’re uncertain which tourism region your town falls under, [search with your zipcode](#). Within each region, some communities have established a local transient lodging tax and a local DMO. This document describes the structure of these local DMOs’ transient lodging tax and tourism investment.

Table 1 summarizes the impact of TLTs on the Oregon Coast on a region-by-region basis. Table 2 summarizes the tax rate and tourism-related purposes for which

revenue is used in communities on the Oregon Coast. More-detailed descriptions of local TLTs follow.

Table 1. Regional Impact of TLTs on the Oregon Coast (data provided by Oregon Department of Revenue [Chrisinger, 2016])

	Number of Lodging Providers (calendar year average)	Net Taxable Lodging Sales	Annual Lodging Tax Receipts
2015			
Total	1,036	\$396,121,000	\$3,776,106
North Coast	427	\$168,994,000	\$1,600,985
Central Coast	410	\$157,632,000	\$1,510,977
South Coast	199	\$69,495,000	\$664,144

Table 2. Local TLT Rate and Description of Use for a Sample of Oregon Coast Communities

Municipality	Transient Lodging Tax (TLT) as Percent of Taxable Lodging Revenue	Percent of the TLT Funds Used Specifically for Tourism	Percent of Taxable Lodging Revenue Used for Tourism	Tourism-Related Uses of TLT Revenue
Tillamook	10.0%	24.0%	2.40%	Tourism promotion and tourism-related facilities; city beautification; Tillamook Area Chamber of Commerce
Lincoln City	9.5%	32.1%	3.05%	City Visitor and Convention Bureau for tourism marketing purposes; park and recreation facility construction and maintenance; community celebrations
Astoria	9.0%	46.1%	4.15%	Promote Astoria Fund for tourism promotion and tourism-related facilities
Coquille Indian Tribe	8.8%	60.0%	5.28%	Coos Bay/North Bend Visitor and Convention Bureau
Lakeside	7.5%	0.0%	0.00%	\$5,000 for tourism promotion, \$6,000 for annual fireworks display
North Bend	7.0%	14.8%	1.04%	Calculated based on 2016 budget allocation \$37,500/\$253,031. Coos Bay/North Bend Visitor and Convention Bureau; tourism promotion.
Coos Bay	7.0%	28.6%	2.00%	Coos Bay/North Bend Visitor and Convention Bureau; tourist and cultural organizations (e.g., Visitor Information Center, Coos Art Museum, Egyptian Theater)
Coquille	7.0%	70.0%	4.90%	Tourism promotion, tourism-related facilities
Port Orford	7.0%	14.3%	1.00%	City Parks Fund; TLT Grants for tourism development and beautification; tourism promotion through Port Orford and North Curry County Chamber of Commerce
Gold Beach	7.0%	77.9%	5.45%	Community Advertising and Promotion Fund; Event Center/ Fairgrounds Building Maintenance Fund
Reedsport	7.0%	92.9%	6.50%	Tourism promotion; Umpqua Discovery Center
Bandon	6.0%	20.7%	1.24%	City Visitor Center, tourism promotion
Brookings	6.0%	25.0%	1.50%	Maintenance of Azalea City Park; tourism promotion
Florence	4.0%	40.0%	1.60%	Tourism promotion; Florence Chamber of Commerce tourism marketing program

*Many communities have a complex formula for allocating TLT revenue. See below for a more-detailed explanation of how this revenue is allocated for tourism-related purposes.

Table 3. Transient Lodging Tax Receipts for Oregon Coastal Communities

30 Coastal Entities with TLT	TLT%	2016 TLT Revenue	County
Astoria	9.0%	\$1,667,000	Clatsop
Bandon	6.0%	\$462,000**	Coos
Brookings	6.0%	\$199,000	Curry
Cannon Beach	8.0%	\$3,536,000	Clatsop
Coos Bay	7.0%	\$652,000	Coos
Coquille Indian Tribe	8.0%	\$337,000	Coos
Depoe Bay	8.0%	\$609,000	Lincoln
Dunes City	8.0%	\$41,000	Lane
Florence	9.0%	\$786,000	Lane
Garibaldi	9.0%	\$165,000	Tillamook
Gearhart	7.0%	\$199,000	Clatsop
Gold Beach	6.0%	\$410,000	Curry
Lakeside	7.5%	\$56,000	Coos
Lincoln City	9.5%	\$6,337,000	Lincoln
Manzanita	9.0%	\$721,000	Tillamook
Newport	9.5%	\$3,537,000	Lincoln
North Bend	7.0%	\$158,000	Coos
Port Orford	7.0%	\$69,000	Curry
Reedsport*	7.0%	\$213,000	Douglas
Rockaway Beach	9.0%	\$675,000	Tillamook
Seaside	8.0%	\$4,476.00	Clatsop
Tillamook	10.0%	\$360,000	Tillamook
Unincorporated Lane County	8.0%	\$669,000	Lane
Unincorporated Clatsop County	9.5%	\$408.00	Clatsop
Unincorporated Lincoln County	9.0%	\$2,134,000	Lincoln
Unincorporated Tillamook County	10.0%	\$2,806,000	Tillamook
Waldport	7.0%	\$61,000	Lincoln
Warrenton	12.0%	\$720.00	Clatsop
Wheeler	9.0%	\$29,000	Tillamook
Yachats	7.0%	\$605,000 ***	Lincoln

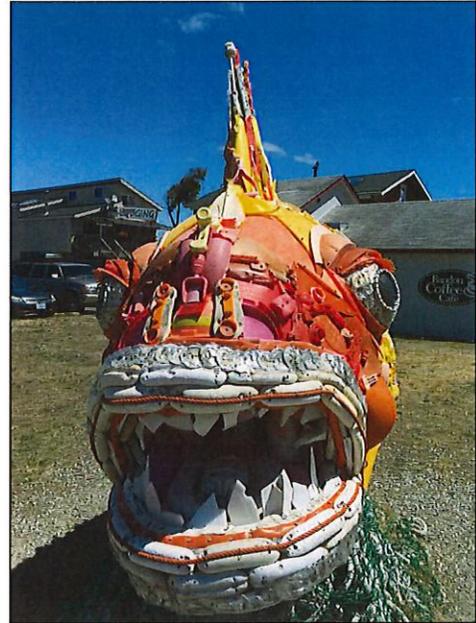
* Area around Reedsport has varying TLT rate.

** Data from 2014

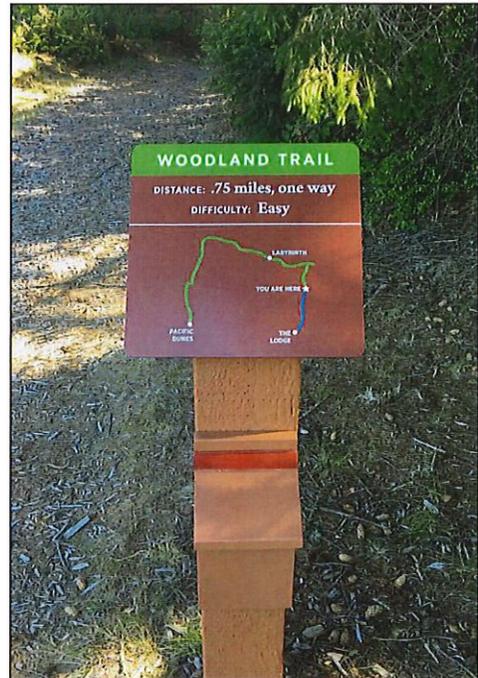
*** Data from 2015

Source: OREGON TRAVEL IMPACTS, 1992–2016P, May 2017, by Dean Runyan Associates: Table: Local Lodging Tax Receipts by Jurisdiction, pp. 213–218.

Note: During 2016, 91 cities and 16 counties in Oregon levied a locally administered transient lodging tax. This tax, ranging from 2 percent to 13.5 percent, is collected on the sale (i.e., rental) of a room at a lodging establishment such as a hotel, motel, or bed & breakfast, or at a campground site or RV park.



A fish sculpture made from hundreds of pieces of beach litter is among the many unusual sights one might see when visiting the Oregon coast. (Photo by Miles Phillips)



The cost of maintaining some coastal parks and trails is covered by revenue from transient lodging taxes. (Photo by Miles Phillips)

An In-Depth Look at the Southern Oregon Coast

Counties

Coos and Curry Counties have not adopted countywide TLTs. A 2015 Coos County ballot measure to establish a countywide TLT of 10 percent failed. A similar measure to establish a 6 percent TLT in Curry County also failed in 2015.

Municipalities in Coos County

Lakeside

The City of Lakeside has a TLT of 7.5 percent (Oregon Department of Revenue). Because the city has no property tax, the TLT is the largest source of revenue in the city's general fund. In the city's 2016–2017 budget, \$5,000 is earmarked for tourism promotion and \$6,000 for the city's annual fireworks display.

North Bend

The City of North Bend has a TLT of 7 percent. Per city ordinance, revenue generated by this tax is to be used for promoting or advertising the City of North Bend or the community of which it is a part, for paying the costs of administering the tax and for "such other purposes that the council may budget or authorize." The FY 2016–17 proposed budget provides more details about how this revenue is typically spent. The transient room tax fund amounts to \$253,031 for this budget year. The proposed budget anticipates receiving \$105,000 in room tax revenue, of which \$37,500 is to be transferred to the Bay Area Visitor and Convention Bureau per intergovernmental agreement. In addition, \$20,342 is allocated for personal services (staff) and \$83,144 is allocated for materials and services, which includes funding for the Festival of Sail event, city flower baskets, and the July Jubilee Celebration.

Coos Bay

The City of Coos Bay has a TLT of 7 percent. City ordinance does not specify how TLT revenues are to be spent. Per an intergovernmental agreement between the City of Coos Bay, City of North Bend and Coquille Indian Tribe, two-sevenths of TLT revenue (referred to as the Hotel/Motel Tax Fund in city documents) is to be contributed to the Coos Bay/North Bend Visitor and Convention Bureau. According to the City of Coos Bay Approved Budget FY 2016/2017, the Hotel/Motel Tax Fund provides funding for a variety of other tourist and cultural organizations, including the Visitor Information



Deciding where to go on the Oregon coast is half the fun. (Photo courtesy of Wild Rivers Coast Alliance)

Center, Coos Art Museum, Historic Rail Museum, and Egyptian Theater. Of the \$715,111 in the Hotel/Motel Tax Fund in the 2016/2017 Approved Budget, \$190,616 is budgeted for personnel services.

Bandon

The City of Bandon has a TLT of 6 percent. The city allocates 20.7 percent of receipts from this tax to tourism promotion, as required by state law (TLT established prior to 2003). Based on an agreement between the city and the Chamber of Commerce, the city contributes this money to the Chamber for operation of the City Visitor Center and to engage in tourism-promotion activities on behalf of the city. In FY 2014–15, the amount used for this purpose was \$90,580.

Coquille

The City of Coquille established a TLT of 7 percent in 2015. In accordance with state law and specified in city ordinance, 70 percent of proceeds are to be used for tourism promotion or tourism-related facilities. Thirty percent is unrestricted in its use.

Coquille Indian Tribe

The Coquille Indian Tribe has a TLT of 8.8 percent. Per tribal code, revenue from this tax is to be deposited in the Tribal General Fund and used for payments to the Coos Bay/North Bend Visitors and Convention Bureau, as specified by intergovernmental agreement. This revenue is also used to support several tribal programs. Specific appropriations include: 10 percent to the Coquille Indian Housing Authority, 10 percent to Education Programs, 15 percent to Tribal Elders Trust Fund, and 5 percent to Tribal Subsistence Programs.



Wherever one stays on the Oregon coast, a day pack can come in handy for short or long hikes. (Photo courtesy of Wild Rivers Coast Alliance)

Municipalities in Curry County

Port Orford

The City of Port Orford has a TLT of 7 percent. Per city ordinance, funds collected are to be retained by the city and allocated to the Parks Fund. The city council may appropriate a portion of the funds for TLT Grants for City Area tourism development and City Area beautification. In addition, one-seventh of TLT revenue must be used for tourism promotion through the Port Orford & North Curry County Chamber of Commerce. City ordinance also provides for the appointment of a “transient lodging tax expenditure committee” to advise the council on the expenditure of these funds.

Gold Beach

The City of Gold Beach has a TLT of 7 percent. This is an increase from the original TLT of 6 percent. Per city ordinance, 75 percent of the original 6 percent tax is to be deposited into the “Community Advertising and Promotion Fund.” This fund shall be completely separate from any other special or general funds of the City of Gold Beach. Twenty percent of the original 6 percent tax shall be deposited into the General Fund. Ninety-five percent of the 1 percent increase in TLT shall be collected and deposited into a special fund known as the “Event Center/Fairgrounds Building Maintenance Fund,” controlled and administered by the City of Gold Beach. City ordinance also provides for the establishment of a “Community Promotions Committee” that is responsible for formulating a long-range strategy and plan for community promotion and advertising for the greater Gold Beach area.

Brookings

The City of Brookings has a TLT of 6 percent. Per city ordinance, all proceeds derived from this tax are deposited in the general fund except for 75 percent of the TLT collected from the Oregon State Park System, which is dedicated to maintenance of Azalea City Park. The city shall use 25 percent of TLT revenue each year to promote tourism (Brookings Municipal Code).

TLTs in Other Coastal Communities

For purposes of comparison, the following section provides information about TLTs in one city in each of the remaining five coastal counties.

Reedsport

The City of Reedsport has a TLT of 7 percent. Per city ordinance, all revenue from the tax is to be deposited in the general fund and allocated in the following manner (Reedsport Municipal Code):

- Five-sevenths of the tax: 90 percent tourism promotion; 10 percent city administration
- Two-sevenths of the tax: 100 percent design, construction, and operation of the Umpqua Discovery Center and its supporting grounds and public works infrastructure

Florence

The City of Florence has a TLT of 4 percent. According to the city’s website, revenue is to be used for the promotion and development of tourism and visitor programs for Florence (City of Florence). The city’s most recent budget document specifies that 40 percent of the Room Tax Fund is to be used for the tourism marketing program with the Florence Chamber of Commerce, and 60 percent is to be used to fund the Florence Events Center (City of Florence, Oregon). The amount of revenue generated by the tax is typically \$250,000 annually (City of Florence).

Lincoln City

The City of Lincoln City has a TLT of 9.5 percent (an increase from the city’s original TLT of 8 percent). The City’s Charter specifies how funds generated by this tax are to be allocated (Lincoln City Charter):

- One-eighth of the revenue from the 8 percent tax shall be used for the repayment of general obligation bonds issued for the acquisition or construction of a Library and Civic Center at Lincoln Square. After these bonds are repaid, this revenue shall be used for other capital construction needs of the city.

- Two-eighths of the revenue from the 8 percent tax shall be deposited in the City's Visitors and Convention Bureau Fund for the purpose of marketing Lincoln City as a tourist destination.
- One-eighth of the revenue from the 8 percent tax shall be allocated to the public safety needs of the city.
- Four-eighths of the revenue from the 8 percent tax shall be retained by the city to be used for street construction and maintenance and other infrastructure needs. This may also be used for park and recreation facilities construction and maintenance, for community celebrations, and for the provision and maintenance of visitor-oriented outdoor signs and facilities.
- Beginning July 1, 2008, the revenue from the increase of 1.5 percent transient room tax shall be allocated in the following proportion: 30 percent to public safety needs, and 70 percent to tourism promotion or tourism-related facilities.

Tillamook

The City of Tillamook has a TLT of 10 percent. Revenue from this tax is allocated to the Transient Hotel/Motel Tax Fund. One-half of this revenue shall be a General Fund resource. The remaining one-half of TLT revenue is to be used for the following activities: operation/maintenance of public parking, parking lot purchase/construction, tourism promotion and advertising, economic development, public police protection, and beautification.

In 2004, the City of Tillamook increased its TLT from 7 to 9 percent. The 2 percent increase shall be used in the following manner: 70 percent for tourism promotion and tourism-related facilities, and 30 percent for city services



Mountain biking is one of many popular activities enjoyed by visitors to the Oregon coast. (Photo by Dylan VanWeelden, @dylanvanweelden)

and/or the maintenance and repair of tourism-related facilities.

In 2010, the City of Tillamook increased its TLT from 9 to 10 percent. One-hundred percent of this additional 1 percent increase shall be used to support the Tillamook Area Chamber of Commerce (City of Tillamook Code of Ordinances).

Astoria

The City of Astoria has a TLT of 9 percent. Per city ordinance, revenue generated by this tax is to be used as follows: 53.9 percent is deposited into the General Fund to fund city services, and 46.1 percent is deposited into the Promote Astoria Fund for tourism promotion and tourism-related facilities (City of Astoria City Code).

Note: Each local government was contacted in an effort to ensure the information reported here is accurate and up to date.

For additional information and support with tourism development, please refer to the following online resources. Travel Oregon: industry.traveloregon.com

Oregon State University Extension Tourism Program: tourism.oregonstate.edu

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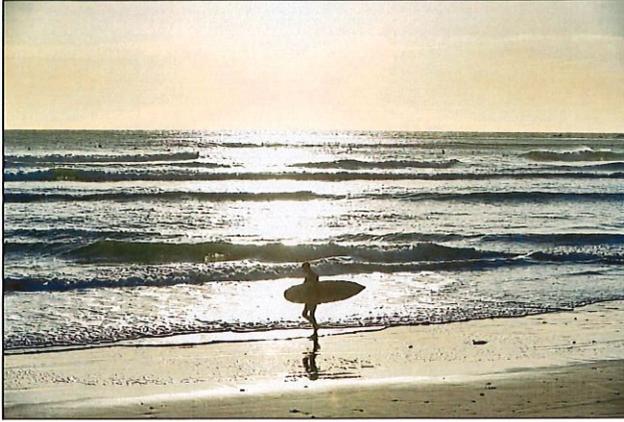
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A surfer heads home after an afternoon of surf and sun. (Photo courtesy of TravelOregon.com)

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Published by Oregon Sea Grant, 1600 SW Western Blvd., Suite 350, Corvallis, OR 97333. Phone: 541-737-2714. Web: seagrants.oregonstate.edu/

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This report was prepared by Oregon Sea Grant under award number NA14OAR4170064 (project number M/A-21) from the National Oceanic and Atmospheric Administration (NOAA), U.S. Department of Commerce, and by appropriations made by the Oregon State Legislature. The statements, findings, conclusions, and recommendations are those of the authors and do not necessarily reflect the views of these funders.



ORESUG-17-004



Oregon State University

CITY OF WALDPOR RESOLUTION # _____

AMENDING THE BUDGET FOR FISCAL YEAR 2018/2019

WHEREAS, ORS 294.338 (2) provides for the expenditure of grants, gifts or devises transferred to a municipal corporation in trust for specific purposes,

WHEREAS, ORS 294.338 (3) provides for the existence of an unforeseen occurrence or condition at the time of the preparation of the budget and provides for additional expenditures utilizing nontax funds,

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 2018/2019 are hereby amended as follows.

General Fund	Resource or Revenue	Amount Increased (Decreased)	Requirement or Expenditure	Amount Increased (Decreased)
a	Transfer from Community Fund	57,000	e Contingency	57,000
b	TGM Grant Proceeds	24,200	b Land Use Planning	24,200
c	LSTA Grant Proceeds	10,593	c Library Services	10,593
			d Parks & Recreation	18,000
			e Contingency	(18,000)

- (a) Residual equity of the Community fund as of June 30, 2018, shall be transferred to the General fund. An additional appropriation for this transfer is needed as Community Fund expenditures were less than the budget projection.
- (b) The Transportation System Plan is expected to begin and end 2018/2019; this appropriation adjusts the contract budget to one fiscal year.
- (c) The Waldport Public Library is a recipient of a Library Services and Technology Act (LSTA) competitive grant for 2018/2019 through the Oregon State Library. The grant proposal is designed to help children and families from birth to college increase as a community in math proficiency and confidence.
- (d) The disc golf course, previously anticipated over two fiscal years, is now anticipated and appropriated for fiscal year 2018/2019.
- (e) After this budget amendment, general fund contingency will be changed from \$43,780 to \$82,780.

Community Fund	Resource or Revenue	Amount Increased (Decreased)	Requirement or Expenditure	Amount Increased (Decreased)
a	Beginning Working Capital	57,000	a Transfer to General Fund	57,000

(a) Residual equity of the Community fund as of June 30, 2018, shall be transferred to the General fund. An additional appropriation for this transfer is needed as Community Fund expenditures were less than the budget projection.

Street Fund	Resource or Revenue	Amount Increased (Decreased)	Requirement or Expenditure	Amount Increased (Decreased)
a	SCA Grant Proceeds	45,000	a Crestline Drive Improvements	45,000

(a) The city was awarded a Small City Allotment grant for Crestline Drive improvements between Cedar Street and Lint Slough Road.

Water Fund	Resource or Revenue	Amount Increased (Decreased)	Requirement or Expenditure	Amount Increased (Decreased)
a	FEMA Grant Proceeds	(212,250)	a Eckman Creek Flood Repairs	(283,000)
			a Contingency	70,750

(a) Between the initial FEMA paperwork and the change in FEMA representatives, the contract with FEMA does not include the Section 404 mitigation project, installing 6 inch line from Lakeside Drive to Eckman Creek Road blow off valve, which will add redundancy and reliability to the City's water system. Water contingency will be changed from \$18,404 to \$89,154.

Adopted by the Waldport City Council this 9th day of August 2018

Signed by the Mayor this ____ day of August 2018

Susan Woodruff, Mayor

Attested by Reda Eckerman, City Recorder

RESOLUTION NO. _____

A RESOLUTION IDENTIFYING STREETS WITHIN THE CITY OF WALDPORT TO BE IMPROVED BY THE STATE OF OREGON SPECIAL CITY ALLOTMENT MONIES.

Under the provisions of ORS 366.800 and 366.805, there has been withdrawn from state highway funds appropriated for allocation to the several cities of the State of Oregon the sum of Two Million Five Hundred Thousand and No/100 (\$2,500,000.00) Dollars, and in addition there has been withdrawn from monies available to the Department of Transportation from the State Highway Fund the sum of Two Million Five Hundred Thousand and No/100 (\$2,500,000.00) Dollars. As provided in ORS 366.805, said sums have been set up in a separate account to be administered by the Oregon Transportation Commission and to be allotted each year by said commission to be spent, within cities of 5,000 or fewer persons, upon streets not a part of the state highway system that are inadequate for the capacity they serve, or are in a condition detrimental to safety.

The City of Waldport is an incorporated city of the State of Oregon and has a population of less than 5,000 as given by the latest official federal census. The following street of said city, **S Crestline Drive** meets the conditions required in ORS 366.805.

NOW, THEREFORE, the members of the City Council, in regular or special session assembled, do hereby find, declare, and resolve:

1. That the aforementioned named streets of said City are inadequate for the capacity they serve or are in a condition detrimental to safety.
2. That said streets of said City are in need of repair, reconstruction, or other major improvement.
3. That said streets are not a part of the state highway system, and are under the jurisdiction and control of the City.
4. That the Oregon Transportation Commission hereby is respectfully requested to consider and declare said streets as qualified for reconstruction, repair, or other improvements out of funds allocated and made available by and through the said \$5,000,000 appropriation of revenues which is to be administered and spent by the Transportation Commission.
5. That the City of Waldport does hereby offer to Transportation Commission and does hereby pledge complete cooperation and assistance to the end, that said City may share and participate in the use and benefit of said special fund and appropriation; and therefore does designate its Public Works Director as the official representative of the City in all negotiations resulting from this request.

PASSED AND APPROVED this _____ day of _____, 2018.

There is attached hereto and made a part hereof, a city map on which is indicated the street, streets, road, or roads, described in this resolution.

I hereby certify that the foregoing resolution was passed and approved by the City Council of the City of Waldport at a regular or special meeting of said Council, held on the ____ day of _____, 2018.

Dated this _____ day of _____, 2018.

Susan Woodruff, Mayor

ATTEST:

Reda Q Eckerman, City Recorder



SMALL CITY ALLOTMENT (SCA) APPLICATION

CITY OF Waldport

DATE 7/26/18

Street Name S Crestline Drive

From SW Cedar Street

To SW Greenwood Dr

(Attach map showing project limits)

PROJECT DETAILS:

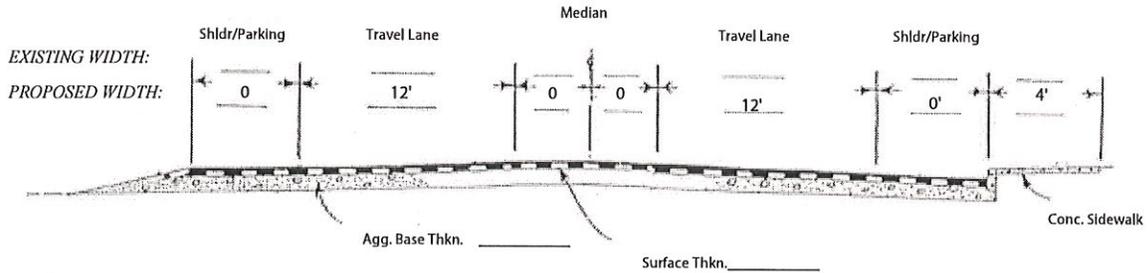
Project Length: 1056

Est. Project Cost \$: 99,820

Ave Daily Traffic: 900

Ave Daily Truck Traffic: 20

PROPOSED TYPICAL X-SECTION



PAVEMENT:

Surface Type

Existing: Pavement _____
 Proposed: _____
 Proposed Thkn: _____

STORM SEWER:

Existing (Y/N): n _____
 Proposed (Y/N): n _____
 Pipe Dia: _____
 Pipe Length: _____
 Adjustments: _____
 Inlets #: _____
 Manholes #: _____
 Pipes #: _____

RIGHT-OF-WAY:

Existing Width: 50' _____
 Existing Right-of-way Adequate (Y/N): Y _____
 Proposed Width: _____

SIDEWALKS:

Existing (Y/N): N _____
 Proposed (Y/N): Lt Side: Y Rt Side: Y _____
 Proposed Length: 1056 _____
 Proposed Width: 4' _____

CURBS:

Existing (Y/N): Y _____
 Proposed (Y/N): Lt Side: N Rt Side: Y _____
 Length: 1056 _____
 Type: Curb and Gutter _____

BRIDGE:

Name: _____
 Br #: _____
 Length: _____
 Width: _____
 Type of Structure: _____
 Sufficiency Rating No: _____
 Name of Stream: _____

Remarks: Project is estimated solely on current averages. Project may vary based on storm water retention issues.

BY: _____ DATE: _____
Mayor

BY: _____ DATE: _____
City Recorder

BY: [Signature] DATE: 7/30/18
City Administrator

Attach additional sheets for each street

CITY COUNCIL MEETING – August 9, 2018

CITY MANAGER REPORT

1. Financial Report

The end of the year report summary is attached.

2. Dahl Disposal

Attached is a handout from Information Station/Dahl Disposal, on rates.

3. Transportation System Plan (TSP)

The meeting originally scheduled with ODOT and the consultant for August 3rd has been postponed.

4. Alsea Bay Interpretive Center

A proposed agreement has been submitted by ODOT, with a couple of iterations back and forth. Outstanding items include City responsibilities and costs for repair.

5. Fire District/City Hall Move

The Oregon Coast Community College is reviewing our request to entertain the possibility of entering into an Exclusive Negotiation Agreement (ENA) for the OCCC property on Highway 101, just north of Copelands. The President, Birgitte Ryslinga, is supportive of the concept, as is her legal counsel and Board President, and the OCCC Board will discuss at its meeting on August 15th. I will be meeting with her beforehand to talk about the matter in detail.

6. Safe Routes to Schools

The Letter of Intent is due by August 31, 2018, with notification in September of our eligibility. The full application will be due by October 15, 2018.

Westech Engineers has provided a preliminary scope and cost, which will be further evaluated during design and engineering, including impacts on the adjacent private properties:

The proposed project includes construction of a 10 foot wide multi-use path along Crestline Drive from an existing sidewalk at the entrance to Waldport High School north to an existing crosswalk at the intersection of Crestline Drive and Salmon Street. The project also includes a sidewalk connection at the entrance to the Crestview Heights School and a sidewalk along Range Drive from the Range Drive/Crestline Drive Intersection West to the Range Drive/Masters Drive Intersection. The total length of multi-use path and sidewalk is approximately 4,800 feet.

Also, according to the engineer, estimated costs are approximately \$250 per lineal foot, which includes basic earthwork, the path, and storm drainage. It does not include a full street overlay. If the County makes the City overlay the entire road, it would probably be an additional \$100 per foot, so discussions with the County on transferring the road will be part of the equation. The total project cost including soft costs is probably going to be close to \$1.5 Million.

Priorities for the SRTS program are projects within one mile of a K-8 Title I School (lunch program), which Crestview Heights is. The SRTS program is requiring a 20% cash match if the school is in a city with population less than 5,000 and the school is Title I. The LOI asks whether matching funds are "secured or identified" and what the source of matching funds are anticipated. With a project of \$1.5M, our match could approach \$300,000. Potential sources are Urban Renewal, and costs related to sewerline work.

7. *2019 Special City Allotment Program (SCA)*

Staff submitted the application, and on today's agenda is the Council Resolution. This portion of the sidewalk is intended to connect with the SRTS-funded portion to the south. A possibility is to inquire about using SCA funds for the match requirement of the SRTS grant, as part of the southerly portion.

8. *Regional Infrastructure Fund/Industrial Park Wastewater Project*

The Regional Solutions Advisory Committee met on July 30th to discuss the RIF applications in our region. Attached is an agenda and backup information, as well as a statewide 11-region summary. Also included is a statement that I made (paraphrased) during the public comment period.

The Committee decided to go with the top three as recommended by the Regional Solutions Team: Linn-Benton CC, City of Coburg, and City of Newport. After my comments, the Committee deliberated more on our merits as opposed to the others. Although disappointed in the outcome, we will continue working with Tia Cavendar and DigDeep on alternative sources of funding the wastewater project.

9. *McKinney Slough Bridge Utility Relocation/Eckman Road Repairs*

The City portion of the work on the Bridge is completed, as is the Eckman Road Repairs. ODOT work comes next on the Bridge, and there is some additional work to remove temporary systems at Eckman.

10. *Brewery*

I met with Jeff Alexander, who is asserting to still be moving forward with the brewery. Awaiting plans and building permit submittal from him on the project.

11. *Economic Development Alliance of Lincoln County*

Attached is the agenda from yesterday's EDALC Board meeting (partial, not including all attachments).

City of Waldport

PO Box 1120, Waldport, OR 97394

Phone: (541) 264-7417

Email: finance@waldport.org



FINANCIAL REPORT FOR PERIOD ENDING JUNE 30, 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	1,286,902	298,967	-	868,952	572,627	575,893	3,603,341
Operating Expenses	1,176,761	223,100	4,320	811,036	550,514	536,576	3,302,308
Net Operations	110,141	75,866	(4,320)	57,917	22,114	39,317	301,033
Capital Revenues	107,099	-	73,481	14,669	487,837	79,474	762,561
Capital Outlays	44,360	-	133,230	-	434,338	57,544	669,472
Debt Service	86,053	-	-	30,370	39,219	45,418	201,060
Net Capital	(23,314)	-	(59,749)	(15,701)	14,281	(23,487)	(107,971)
Net Revenue (Loss)	86,827	75,866	(64,069)	42,216	36,394	15,829	193,063
Beginning Balances	640,926	178,313	301,580	110,115	176,828	378,531	1,786,293
Ending Balances	727,753	254,179	237,511	152,331	213,222	394,360	1,979,356
Net Revenue (Loss)	14%	43%	-21%	38%	21%	4%	11%

REVENUE HIGHLIGHTS

Grants and contributions totaled \$260,705 for the fiscal year and included \$195,691 for McKinney Slough Bridge Waterline, \$28,378 for Water Plant Upgrades and Master Plan, and \$16,548 for Lint Slough Trail.

Received \$40,542 for local marijuana tax and \$15,130 for state marijuana tax. Transient room taxes increased \$21,554 from the previous year, due to an increase in vacation rentals. Court fines increased \$22,619 from the previous year.

Utility usage and billings are comparable to the previous year; however, the number of system development charges doubled from the previous year.

	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

Land use contract services were \$11,649 for Vista View development and the LUBA appeal.

Street expenses decreased due to a decrease in public works services.

Public works was short staffed (1 FTE) for $\frac{3}{4}$ of the fiscal year, which offset unemployment taxes.

Water and wastewater expenses were comparable to the previous year, 99% and 108% respectively.

Public Works Internal Services	YTD Billings	% of Total
Water Plant	236,863	27%
Distribution	141,432	16%
Wastewater Plant	248,560	29%
Collection	110,235	13%
Streets, Storm	98,293	11%
Other Projects	31,920	4%
Total	867,303	100%

CAPITAL PROJECTS OVERVIEW

Capital Outlay Projects	YTD Activity	Project to Date	Project Budget
√ Network Server, Firewall, Switch Transportation System Plan	10,753	10,753	11,830
√ Lint Slough Trail	21,236	39,653	40,080
Wazyata Beach Access	989	4,283	52,706
√ Parks & Recreation Master Plan	2,450	48,634	42,530
Disc Golf	1,422	1,422	18,000
Crestline Playground, Skate Park	-	-	25,000
√ Industrial Area Master Plan	7,511	162,414	170,000
Way Finding, Beach Access	-	-	25,000
Commercial Facade Improvements	-	-	50,000
Wastewater Infrastructure to IP	13,920	13,920	440,000
√ WWTP UV System Upgrade	119,310	119,310	115,000
Water Rights	5,470	71,613	-
2MG Reservoir Rehabilitation	45,679	429,466	350,000
Eckman Creek Flood Repairs	12,268	31,400	225,282
WTP Upgrade, Master Plan	47,295	63,402	195,000
Skyline/Chad Waterline Tie In	-	-	10,000
McKinney Slough Waterlines	311,990	328,671	464,000
√ Eckman Pump Station Repair	11,637	11,637	-
Inflow & Infiltration Mitigation	30,634	53,117	52,483
√ Lagoon Sludge Removal	15,936	17,106	32,000
Wastewater Master Plan Update	10,973	10,973	75,000
Grinder Station Rehab	-	-	10,000
Pump Station Upgrade	-	-	25,000
WWTP Electronic Actuators	-	-	12,000
Totals	669,472	1,417,773	2,628,411

√ Completed projects

Wazyata Beach Access has an amended grant award of \$42,117 with a total project cost of \$52,706. Construction is scheduled for September.

We are in the process of recruiting temporary workers to help construct the disc golf course.

UR#2 has spent \$13,920 on preliminary design to extend wastewater to the Industrial Park.

Water rights involves moving the Southworth Creek point of diversion (POD) and updating the Water Management and Conservation Plan when required.

Arbitration for the 2 MG reservoir contract is tentatively scheduled for September.

Replacing the temporary Eckman Creek water line will be completed in July in conjunction with Lincoln County's redevelopment for the culvert.

The Pacific Excavation contract for McKinley Slough Bridge waterline relocations will be completed in July.

Planning and data collection for Inflow & Infiltration Mitigation is proceeding.

COURTESY "Information Station"
 ✓ Joe Cook - Dahl Disposal
 7/25/18

Good Morning,

We are inquiring about the new rate increases and yard debris cans for the South county area. There seems to be a great amount of confusion and we thought we would try and help explain to the residents of the area through our publication how things work. Here are some of the questions that folks have been confused about.

Can you break down the service fees? How much for each type of can?

- Our rates are highly regulated by our cities and the county based on the franchise agreements we have with each. We submit the company profit and loss statement, prepared by an independent CPA each year which details our revenue, costs and profits to verify that profit level is within the small range of allowed return. The overall results are then broken down by area which is each City and County in our service area.
- Each of our jurisdictions have rates that include the differences in costs and services incurred within those areas.
- We provide many service levels for our customers to choose from, and are adding more all the time. The schedule below shows the charges for some of these service levels and provides many opportunities for a customer to tailor their service to their needs, in many cases reducing their overall monthly cost to have service.

	Weekly Service			Monthly Service	
	35 Gallon Cart	65 Gallon Cart	95 Gallon Cart	35 Gallon Cart	65 Gallon Cart
Toledo	\$33.25	\$55.65	\$80.45	\$25.50	\$27.60
Siletz	\$30.95	\$51.75	\$74.85	\$23.70	\$25.65
County	\$35.45	\$60.95	\$83.60	\$25.40	\$29.45
Waldport	\$32.65	\$54.65	\$79.00	\$25.00	\$27.10
Yachats	\$32.60	\$54.55	\$78.90	\$25.00	\$27.05

- As you look at these fees for service it is important to note, that in most cases the garbage and recycling bill may be the smallest utility type bill in the mailbox. We are proud to be able to keep our costs managed, provide a valuable service for reasonable rates, while being able to send a truck and driver to your home 104 times per year to pick up and dispose of your unwanted materials to be handled in an environmentally sound manner.

Is recycling included in the fees above?

- Yes.

How much does the yard debris can cost?

- The answer is dependent on which jurisdiction is involved. Each city, as well as the County have different costs due to variables in terrain, distance between homes, and

franchise fees charged. Basically, the yard debris program was funded through a 6% to 8% surcharge on all customers depending on which jurisdiction the customer is in.

- The basic charge for this new service, based on the charge for our most popular service level which is one 35-gallon cart of garbage picked up weekly, works out to around \$1.70 to \$2.23 per month.

Can a consumer refuse either the recycling can or yard debris can and will that reduce their bill?

- Of course, a customer does not have to accept the additional cart for either recycling or yard debris, however, this would not impact their rate for the bundled service. There are several reasons for this, including the basic premise of franchises is to assure that all residents have the ability to have garbage picked up at a cost that is spread over the entire rate base. This assures that no matter where you live, that you not only are able to have garbage service, but you will not pay excessive fees based on your location. Without a franchise the rates for service would be predicated on costs by customer which in some cases would be prohibitively expensive.
- In addition, Oregon State Law requires that garbage haulers may not charge more for garbage and recycling service than they charge for garbage service. This is the State's way of assuring that there is not a financial dis-incentive to recycle. The only way to meet this state requirement is to include recycling (including yard debris) in the basic rate. It should be noted here that the cost to dispose of these materials, like recycling and yard debris, is significantly higher than the cost to dispose of garbage. This creates a difficult situation for setting our rates. We are legally obligated to charge the same as, or less, for services which have significantly higher costs than garbage. And we need to include it in the garbage rate.
- After considering these competing factors, we attempt to provide the services that our customers, as well as our regulators, feel are important to them in as affordable way as possible. We looked at other jurisdictions in the State for models that may work for us here and came away with several data sets that we applied to the current services.

These include:

- Many of the cities in the State of Oregon pick up recycling every other week in either 95-gallon or 65 Gallon carts and have done so successfully. A very small percentage of customers need to request more than one cart, and those are usually very large families.
- Many other cities in the State of Oregon pick up yard debris every other week and have been quite successful with their programs. We have taken this into account when we settled on the 95-gallon carts used in the yard debris program.
- The final data we observed was the City of Portland that decided to collect garbage every other week and recycling and yard debris weekly. We found that in general customers were not too excited to have their garbage around for two weeks, which may have some correlation to the higher than average contamination rate of their recycling.
- Based on these constraints, as well as other industry knowledge, we developed a yard

debris program at the lowest cost we have seen offered in the state, combined with a change in the recycling program that keeps both programs healthy, for a low cost to the consumer.

Is there any county or state fees that are mandatory that you are collecting for those agencies and if so how much are those fees?

- Yes, there are many fees included in our costs, likely too many to list, but the major fees paid to governments include:
 - Franchise Fees – paid to each City as well as the County. These fees range from 2% to 5% of revenue received.
 - Solid Waste District Fee – This fee is paid to the Solid Waste District and is used to fund the programs associated with the District. This fee is equal to \$4.00 per ton of garbage collected.
 - There are closure and post closure fees paid to cover the costs of previously utilized landfills and vary by community.
 - PUC fees are paid based on miles driven.
 - There are fees paid for state mandated programs such as the paint recycling mandate.
 - There are many other fees included in many of the costs we pay, such as for fuel.

- We hope that these answers are what you were looking for and will assist our customers in understanding the complicated, highly regulated, industry specific area of rate development for the garbage and recycling service.

Memorandum

Governor's Office – South Valley/Mid Coast Regional Solutions

To: Senator Lee Beyer and Members of the South Valley/Mid Coast Regional Solutions Advisory Committee

From: The South Valley/Mid Coast Regional Solutions Team

Date: July 23, 2018

Re: Regional Infrastructure Fund (RIF) Projects Staff Recommendation

Dear Senator Beyer and Advisory Committee Members,

In 2017, the Legislative Assembly authorized the use of \$4 million of lottery bonds to fund Regional Solutions projects for this biennium through the Regional Infrastructure Fund. In our January 2018 Advisory Committee meeting, we discussed this fund and the statewide application and selection process that would occur.

The purpose of this meeting is for the Regional Solutions Team to report on the scoring of the applications received in the South Valley/Mid Coast region, and for the Regional Solutions Advisory Committee to approve and rank priority projects. Your recommendations will go to the state's Grant & Loan Review Committee as outlined in the attached flowchart. The Legislature's Emergency Board will then approve the projects and the state will sell bonds in the spring of 2019 to fund the projects.

The Process

In March 2018, Business Oregon announced a Request for Applications for priority economic and community development projects with applications due April 30. The department received 104 requests totaling over \$104 million for the \$4 million in available funding. The South Valley/Mid Coast region of the state received fourteen applications.

Each of the 11 Regional Solutions regions in the state will receive a minimum level of funding of \$200,000. An additional \$1.8 million is available statewide and will be awarded to projects at the discretion of the Grant & Loan Review Committee. Regional Solutions Advisory Committees will submit up to three projects in ranked order, totaling no more than \$1 million, for Review Committee's consideration. Final recommendations for funding will be determined by the Grant & Loan Review Committee and submitted to the Legislative Emergency Board in September.

Projects are expected to support the creation and/or retention of jobs in the region, leverage other funds, be catalytic for the community and create community infrastructure. Qualifying projects include:

- 1) construction, remodeling, or renovation of a structure, acquisition of a structure, or making an addition to a structure with a useful life of more than one year;
- 2) the acquisition of land;
- 3) the installation of machinery or equipment that will become an integral part of a structure; and
- 4) activities related to the completion of capital construction that may involve planning, design, land use, environmental impact studies, acquisition of permits, licenses, or other services connected with the construction.

Capital construction does **not** include maintenance, repair, supplies, furnishings, or renovation.

Ranking of Projects

The South Valley/Mid Coast Regional Solutions Team reviewed the applications and evaluated their responses, scoring each application based on the following evaluation criteria, using a point system for Outstanding, Strong, Acceptable or Not Qualified.

1. Eligibility
2. Addresses one or more adopted Regional Solutions priorities
3. Is consistent with Business Oregon's strategic plan priorities
4. The project helps meet the Sustainable Community Objectives (ORS 184.423(2))
5. Need is clearly identified and it is clear how the project would address the identified need
6. Demonstrated community support and letter of support included in the application
7. Retention/creation of long-term jobs in the region directly impacted by the project and/or the project removes impediments to job retention
8. Ready to proceed and the entity has identified all applicable and required permits within the project schedule
9. Regional Infrastructure Fund is the best source of State of Oregon funding for the project
10. Entity has committed funding contributions from other public, private, or philanthropic resources to help complete the project
11. Project has a sustainable business plan and does not require continuing subsidy.

The scores were tabulated and the 14 projects ranked. Six projects emerged as strong candidates and the three recommended projects are highlighted below:

Top 6 Projects	Jurisdiction	Funding Request
Workforce Training/Career Technical Ed <i>Equipment modules for new CTE training center.</i>	Linn Benton CC	\$171K-\$531K
Water Expansion Project <i>Develops more water infrastructure to expand water system to the east side of I-5, provides redundancy and increases capacity for business growth</i>	City of Coburg	\$50K-\$550K
Dams Project - City Water Supply <i>Current dam reservoir system cannot withstand minor seismic event. Puts Newport and Seal Rock Water District water supply at risk. Project would complete enviro compliance survey, fish waiver process and prep a prelim design report for dam replacement.</i>	City of Newport	\$125K-\$250K
Industrial Park Wastewater Planning <i>Large 161-acre industrial parcel needs connection to municipal sewer system. Funding will finalize design phase and prepare for construction.</i>	City of Waldport	\$200K-\$300K
Port Sewer Connection Engineering Plan <i>Completes final engineering for the extension of city sewer in Port's expanded boatyard and adjoining industrial park.</i>	Port of Toledo	\$50K-\$64,760
Multi-modal Trail and Transportation <i>Connects city multi-modal trails with National Forest Trails. Builds pavilion and directional kiosks at parks and trail in National Forest in an area branding itself as a mountain bike and recreation hub.</i>	City of Oakridge	\$200K-\$265K

Other projects considered:

RV Campground Embankment Project	Port of Siuslaw
Cultural Plaza	City of Lincoln City
Booth Kelly Crane Shed Renovation	City of Springfield
I-5 Freight Access to Goshen	Lane County
Fiber Optic Line Infrastructure	City of Westfir
Water Reservoir Construction	City of Veneta
Community Pool Replacement	Toledo Recreation Dist.
Armory Restoration	City of Cottage Grove

Further Due Diligence

The Regional Solutions Team next focused on evaluating the first tier of projects where six had risen to the top of the list with the goal of bringing a recommendation of three projects to the Regional Solutions Advisory Committee. *Based upon additional due diligence, the Regional Solutions Team recommends the LBCC's training module purchase to advance career/workforce training, City of Coburg's water infrastructure expansion, and City of Newport's dam replacement project for funding.* These projects all lead to immediate capital investment directly related to our regional priorities, with job creation/retention and economic development potential. Each has access to other funding, are close to shovel ready, and would provide critical infrastructure to support priority projects in the South Valley/Mid Coast region.

Additionally, the Team determined that the Port of Toledo project has merit but has access to other funding besides the Regional Infrastructure Fund to complete the sewer connection. The Regional Solutions Team concluded that the Regional Infrastructure

Fund might not be the best source of funding for the other projects listed including embankment stabilization at an RV Park, a cultural center, recreational pool and an armory revitalization. In addition, some projects are too early in their development to and other funds are still needed to help them become more shovel ready.

Recommendation

The Regional Solutions Team submits the following three projects as the most competitive applications from our region:

- 1) Workforce Training/Career Technical Education Modules - LBCC
- 2) Water Expansion Project – City of Coburg
- 3) Dams Replacement Project – City Water Supply – City of Newport

It is the recommendation of the Regional Solutions Team to the Regional Solutions Advisory Committee to forward these three projects to the Grant & Loan Review Committee. We ask that you review and approve this recommendation, or modify as deemed appropriate, before deciding to advance.

For complete application detail, a link is included below for your reference.

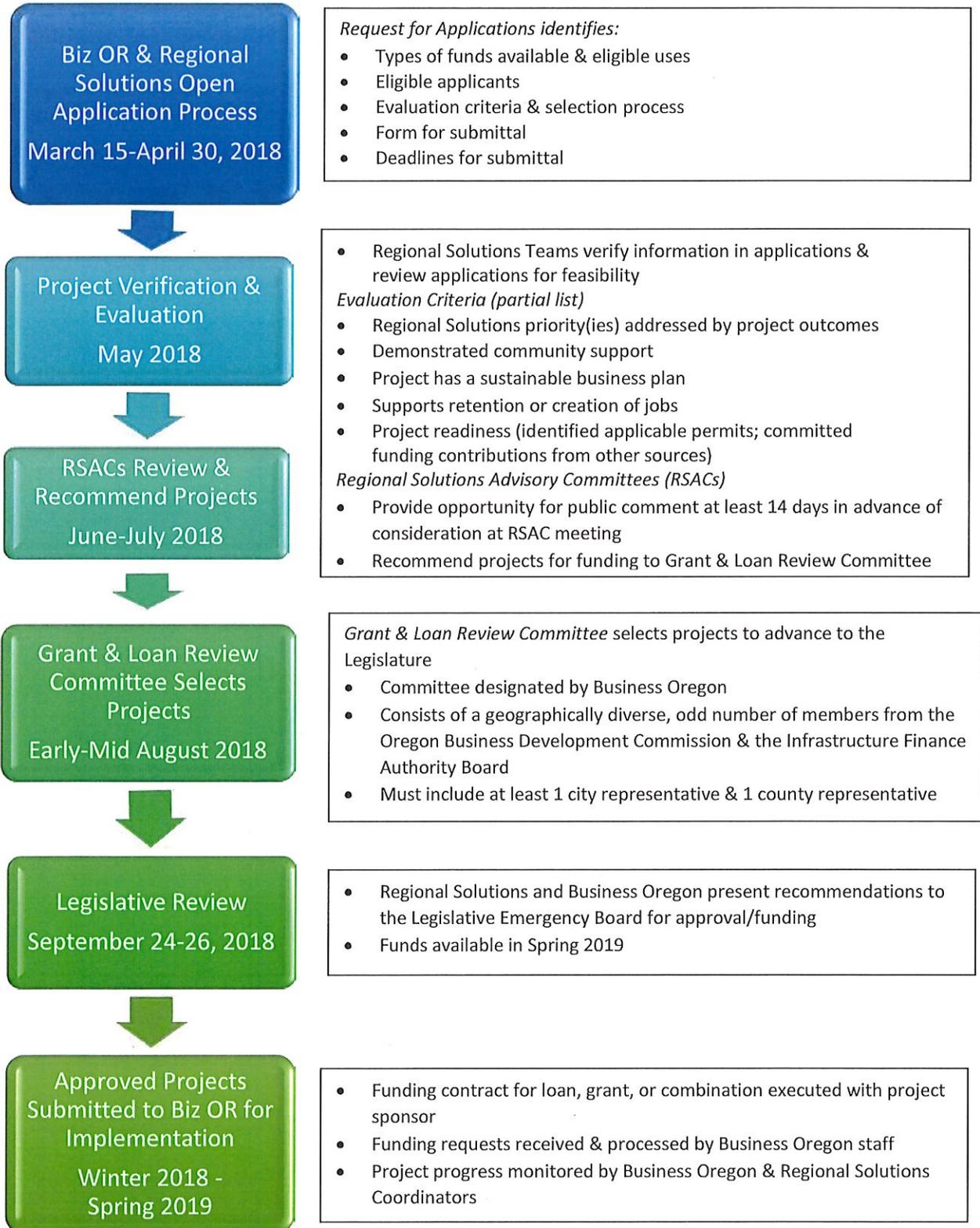
<https://www.dropbox.com/sh/fqm426nyzyyk3dc/AACF3OaApBCHQb5f6eK-5X8Ta?dl=0>

REGIONAL SOLUTIONS PROGRAM

Regional Infrastructure Fund | 2017-19

Request for Applications

Minimum of 5% of funds allotted per region





REGIONAL SOLUTIONS OFFICE
GOVERNOR KATE BROWN

South Valley/Mid Coast Region Regional Solutions Advisory Committee
Representing Benton, Lane, Linn and Lincoln Counties

TO: South Valley/Mid Coast Regional Solutions Advisory Committee

FROM: Jackie Mikalonis RS Coordinator

DATE: July 13, 2018

RE: 2017-19 Regional Solutions Regional Infrastructure Fund Projects

Background

In 2017 the Oregon Legislature awarded \$4 million in lottery bond revenue to fund Regional Solutions infrastructure projects statewide. These bonds will be sold in the spring of 2019. Projects were solicited in March and April of 2018. Fourteen project. The South Valley/Mid-Coast Regional Solutions Team met to review and evaluate project applications.

Outcome needed:

- The Regional Solutions Advisory Committee will select and rank no more than three projects (not to exceed \$1 million) that will be recommended to the Grant and Loan Review Committee (Committee). The Committee will select the final statewide project list and this list will be presented to the legislative Emergency Board on September 24-26, 2018.
- Each region will receive a minimum of \$200,000 for eligible projects.
- Public comment opportunity will be provided at the RSAC meeting prior to taking action.

Project Review:

The South Valley/Mid-Coast RST met to discuss the projects submitted and reviewed the projects based on the following review criteria:

- 1) Addresses a regional priority (see below)
- 2) Supports the Business Oregon Strategic Plan (see below)
- 3) Helps meet the sustainable community objectives (see below)
- 4) Need is clearly identified and project addressed the need
- 5) Demonstrated community support
- 6) Job retention/creation
- 7) Project is ready...has other funding contributions can get permits, etc.
- 8) Regional solutions is best source of funding
- 9) Committed funding from other sources
- 10) Has a sustainable business plan...will not result in a stranded investment

REGIONAL SOLUTIONS - South Valley/Mid-Coast Regional Priorities

Entrepreneurial Ecosystem

- Encourage business incubation, acceleration, manufacturing and new technologies
- Encourage and support an entrepreneurial culture and ecosystem
- Leverage research corridor
- Access to capital strategy – Develop resident capital and access to capital investment
- Venture Capital and Commercialization – support mentoring related to capital access and product development, as well as networking opportunities with other innovators.
- Support both emerging entrepreneurs and established companies.
- Promote regional workforce readiness

Housing

- Housing and Manufactured Housing/Economic Development

Land use and Economic Development

- Improve the readiness of industrial land
 - address uncertainty and permit streamlining on wetlands
 - support rural industrial development opportunities
 - Encourage creation of quality industrial flex-space
 - Increase number of certified industrial sites
 - Support time to market initiatives

Transportation

- Transportation systems
- Improve access to markets via improved transportation systems
- Energy and Transportation: Support alternative fuel and energy industry and alternative energy advancement
 - Infrastructure and Broadband
 - All modes
 - Rapid Rail
 - Transit
 - Air
 - Ports
 - Broadband

Business Oregon Strategic Priorities:

1. Innovate Oregon's Economy 2. Grow Small and Middle Market Companies 3. Cultivate Rural Economic Stability 4. Advance Economic Opportunity for Underrepresented People 5. Ensure inclusive, transparent, and fiscally healthy agency

Sustainable Community Objectives: 1. Economy: a. a resilient economy that provides a diversity of good economic opportunities for all citizens; and b. workers whose knowledge and skills are globally competitive and

supported by life-long education. 2. Community: a. Independent and productive citizens, b. youth who are fully supported by strong families and communities, c. vital and active downtowns and main streets, d. efficient development that saves infrastructure investments and natural resources, and e. quality affordable housing that is available to those who need it. 3. Environment: a. Healthy urban and rural environs, clean and sufficient water, and b. efficient use and reuse of resources and elimination of toxins

South-Valley/Mid-Coast Regional Solutions Advisory Committee's RIF Project Summary - FINAL DRAFT

Project Name (Applicant) and Description	Funding Request	South-Valley/Mid-Coast RS Priorities	Total Project Cost	Other Leveraged Funds	Community Support	Job Retention/Creation	Project Readiness
<p>Work Force CTE (Linn-Benton Community College): New facilities are under construction, but built-in CTE module equipment is needed. Funds will purchase 3-D printers, robotic welding, simulators and other equipment.</p> <p>City of Coburg Water Project: Develop a third well to provide water to the east side of the city; provide redundancy in the event wells one and two are compromised; and cultivate adequate capacity to serve projected population and industrial/employment growth. The city's existing wells are anticipated to produce enough to meet increasing demand until 2020.</p> <p>Port of Toledo Sewer Engineering Plans: This project is to complete final engineering for the extension of city sewer services in the Port's boatyard and adjoining industrial park. The final engineering will provide the project details and cost estimate so that the Port can develop a work plan with the city and pursue grant funding in order to complete the project.</p>	<ul style="list-style-type: none"> Min: \$171,234 Max: \$531,234 	<ul style="list-style-type: none"> Entrepreneurial Ecosystem Land Use and Economic Development Transportation 	<ul style="list-style-type: none"> \$34,917,541 	<ul style="list-style-type: none"> \$34,386,307 	<ul style="list-style-type: none"> City of Albany Columbia-Willamette Clean Cities Coalition ODF Foods Coburg Chamber of Commerce Coburg Fire District 	<ul style="list-style-type: none"> Retained: 1,200 Created: N/A 	<ul style="list-style-type: none"> Start: 07/01/2018 Finish: 12/31/2019
<p>Newport Big Creek Dams Project: The City of Newport is supplied with drinking water from two man-made reservoirs on Big Creek. The city conducted extensive geotechnical investigations at both dams and determined that neither could withstand a moderate or severe seismic event. Funds would allow the initiation of environmental compliances survey, fish waiver process, and preparation of a preliminary design report for the proposed solution to replace dams.</p>	<ul style="list-style-type: none"> Min: \$125,000 Max: \$250,000 	<ul style="list-style-type: none"> Housing Land Use and Economic Development Transportation 	<ul style="list-style-type: none"> \$2,643,890 	<ul style="list-style-type: none"> \$2,392,890 	<ul style="list-style-type: none"> City of Newport State Rep. District 10 Economic Development Alliance of Lincoln Co. Seal Rock Water District 	<ul style="list-style-type: none"> Retained: 0 Created: 7400 	<ul style="list-style-type: none"> Start: 6/01/2013 Finish: 9/01/2020
<p>Waldport Ind. Park Wastewater Planning: The goal of the project is to develop infrastructure to support higher density development and job growth in the area of regional importance. This is a large 164-acre industrial area in the City that is only marginally developed, mostly due to a lack of connection to the municipal sewer system. The grant will allow the City to finalize the design phase and prepare for the construction phase.</p>	<ul style="list-style-type: none"> Min: \$200,000 Max: \$300,000 	<ul style="list-style-type: none"> Land Use and Economic Development Entrepreneurial Ecosystem 	<ul style="list-style-type: none"> \$628,758 	<ul style="list-style-type: none"> \$328,758 	<ul style="list-style-type: none"> Commercial Associates Real Estate Services Property Owner Lincoln County Commissioners Dahl Disposal Service Inc. Pioneer Telephone Cooperative Economic Development Alliance of Lincoln Co. 	<ul style="list-style-type: none"> Retained: 40 Created: 1343 	<ul style="list-style-type: none"> Start: 12/01/2015 Finish: 03/31/2020
<p>City of Oakridge & Westfir Ride Center: The funding would be used for to connect the city multi-modal trails to the National Forest Trails and to build a Pavilion at Oakridge's Greenwaters Park and Diamond View Park and bathrooms. Funding would also be used for directional kiosks and additional trail building in the Willamette National Forest.</p>	<ul style="list-style-type: none"> Min: \$200,000 Max: \$265,000 	<ul style="list-style-type: none"> Transportation 	<ul style="list-style-type: none"> \$425,000 	<ul style="list-style-type: none"> \$160,000 	<ul style="list-style-type: none"> Lane Council of Governments Eleven regional Sol. Team. SWFC 	<ul style="list-style-type: none"> Retained: 0 Created: 3 	<ul style="list-style-type: none"> Start: 7/01/2018 Finish: 8/01/2019
<p>Port of Stiuslaw RV Side Bank Project: Goal is to protect the embankment and prevent further loss of valuable RV campground area. Scope of work includes: 1) Remove scrub vegetation and prepare slope surface; 2) place structural fill; 3) place specified geo-fabric; 4) place rock, with largest gradation at toe; 5) build wall at 1:1.5 to 1:2.0 slope with ODOT 2000 rock; 6) tie ends to existing structure; 7) plant native plant species at toe and apron of repair.</p>	<ul style="list-style-type: none"> Min: \$64,500 Max: \$64,500 	<ul style="list-style-type: none"> Land Use and Economic Development Transportation 	<ul style="list-style-type: none"> \$298,750 	<ul style="list-style-type: none"> \$234,250 	<ul style="list-style-type: none"> Campground Manager Campground Office Assistant Campground Maintenance 	<ul style="list-style-type: none"> Retained: 0 Created: 0 	<ul style="list-style-type: none"> Start: 5/01/2018 Finish: 9/27/2018
<p>Lincoln City Cultural Plaza: This project gives LCCC the capacity to begin with community design feedback and ends with the final costs of professional engineering designs for permits and construction to transform its exterior grounds into a cultural arts plaza and improve vehicle access around the existing arts center.</p>	<ul style="list-style-type: none"> Min: \$89,500 Max: \$93,500 	<ul style="list-style-type: none"> Land Use and Economic Development 	<ul style="list-style-type: none"> \$198,400 	<ul style="list-style-type: none"> \$104,900 	<ul style="list-style-type: none"> OR State Rep. OR State Sen. Dist. 5 Lincoln City VCB Central Coast Manager, Oregon State Parks 	<ul style="list-style-type: none"> Retained: N/A Created: N/A 	<ul style="list-style-type: none"> Start: 3/01/2018 Finish: 04/01/2019

South-Valley/Mid-Coast Regional Solutions Advisory Committee's RIF Project Summary - FINAL DRAFT

Project Name (Applicant) and Description	Funding Request	South-Valley/Mid-Coast RS Priorities	Total Project Cost	Other Leveraged Funds	Community Support	Job Retention/Creation	Project readiness
<p>City of Springfield Booth Kelly Crane Shed: The project proposes renovation of the 100+ year old crane shed structure of the historic Booth Kelly Mill site. The project proposes capital improvements to increase the quantity, quality, flexibility and functionality of the space (5) to support emerging entrepreneurs and the existing companies, adding opportunities for job growth, manufacturing, and commercial interaction with local, regional, and destination consumers in traded and non-traded businesses.</p>	<ul style="list-style-type: none"> • Min: \$200,000 • Max: \$1,000,000 	<ul style="list-style-type: none"> • Land Use and Economic Development • Entrepreneurial Ecosystem 	<ul style="list-style-type: none"> • \$1,000,000 	<ul style="list-style-type: none"> • \$0 	<ul style="list-style-type: none"> • Springfield Chamber of Commerce • Swallowtail Spirits • RAIN Eugene • Booth Makers 	<ul style="list-style-type: none"> • Retained: 15 • Created: 50 	<ul style="list-style-type: none"> • Start: 01/01/2019 • Finish: 10/01/2020
<p>City of Westfir Fiber: Westfir will build the infrastructure to supply every home and business with a direct connection to fiber optic lines. Emerald Broadband will be responsible for the construction and maintenance of the infrastructure and Westfir will manage the subscriptions. Funds will be used to pay for the construction of the infrastructure.</p>	<ul style="list-style-type: none"> • Min: \$150,000 • Max: \$250,000 	<p>None listed in the application.</p>	<ul style="list-style-type: none"> • \$250,000 	<ul style="list-style-type: none"> • \$30,000 	<p>No letters of support provided.</p>	<ul style="list-style-type: none"> • Retained: 5 • Created: 20 	<ul style="list-style-type: none"> • Start: 07/01/2018 • Finish: 02/28/2019
<p>Lane County Transportation Plan: Lane County seeks funding for an Interchange Area Management Plan (IAMP). Lane County seeks to provide additional freight access to industrial sites in the unincorporated community of Goshen, as well as improving access to the Short Mountain landfill for garbage haulers who provide service within Lane County. The existing access forces these trucks onto Hwy 99 through Goshen, which is a two lane state highway and this traffic is incompatible with the long range plans for industrial development along Highway 99 in Goshen.</p>	<ul style="list-style-type: none"> • Min: \$200,000 • Max: \$200,000 	<ul style="list-style-type: none"> • Entrepreneurial Ecosystem • Land Use and Economic Development • Transportation 	<ul style="list-style-type: none"> • \$200,000 	<ul style="list-style-type: none"> • \$0 	<ul style="list-style-type: none"> • City Administrator of Creswell • President of Stanton • Private Business Owner 	<ul style="list-style-type: none"> • Retained: • Created: 2800 	<ul style="list-style-type: none"> • Start: 07/01/2019 • Finish: 08/01/2020
<p>City of Veneta Reservoir: This project consists of construction of a new 1.6 million gallon reservoir. The reservoir is intended to be built to exceed current seismic standards.</p>	<ul style="list-style-type: none"> • Min: \$250,000 • Max: \$1,000,000 	<ul style="list-style-type: none"> • Housing 	<ul style="list-style-type: none"> • \$1,779,938 	<ul style="list-style-type: none"> • \$779,938 	<p>No letters of support provided.</p>	<ul style="list-style-type: none"> • Retained: N/A • Created: N/A 	<ul style="list-style-type: none"> • Start: 04/01/2019 • Finish: 6/30/2020
<p>Greater Toledo Recreation District Pool: The project goal is to revitalize the Greater Toledo Pool facility by replacing the pool and renovating the facility. Funds will be used to tear out the 40 year old pool and replace it with an efficient, safe and accessible pool. Entry into the pool and exit from it will be made easier for those in need by using up-to-date designs. It will be expanded from 5 lanes to 6 lanes to meet OSAA requirements for swim meets.</p>	<ul style="list-style-type: none"> • Min: \$200,000 • Max: \$900,000 	<p>None listed in the application.</p>	<ul style="list-style-type: none"> • \$900,000 	<ul style="list-style-type: none"> • \$40,000 	<ul style="list-style-type: none"> • State Rep. Dist. 10 • Principal Toledo Elementary 	<ul style="list-style-type: none"> • Retained: N/A • Created: N/A 	<ul style="list-style-type: none"> • Start: 03/01/2018 • Finish: 01/01/2021
<p>City of Cottage Grove Armory Restoration: At the completion of this renovation project, it can serve as the City's emergency shelter, home to the local Kids Club and other community organizations, as well as a commercial kitchen. The Cottage Grove Community Development Corporation (CGCDC) and RAIN Eugene will provide mentorship, educational programming and seed funding to idea-stage and emerging entrepreneurs. This historic facility is Cottage Grove's best — and in fact, it's ONLY — option for hosting large indoor events.</p>	<ul style="list-style-type: none"> • Min: \$350,000 • Max: \$550,000 	<ul style="list-style-type: none"> • Entrepreneurial Ecosystem 	<ul style="list-style-type: none"> • \$4,603,522 	<ul style="list-style-type: none"> • \$4,053,522 	<ul style="list-style-type: none"> • Cottage Grove Chamber of Commerce • Commission Development Corp. • Economic Business Improvement District 	<ul style="list-style-type: none"> • Retained: 5 • Created: 20 	<ul style="list-style-type: none"> • Start: 12/01/2018 • Finish: 12/31/2020

“Good afternoon,

Thank you for providing the opportunity to speak. I am Kerry Kemp, City Manager of Waldport. Before you today are difficult decisions, so I would like to highlight our project, if I may, to expound on its merits and the City’s commitment.

The 161-acre industrial park is only marginally developed, mostly due to a lack of sewer connection. The park is relatively flat and out of the tsunami zone. Bringing sewer to the park has been in City plans for many years, and for the last several years we have been completing actions with that objective in mind.

The park is now a significant piece of the Lincoln County Regionally Significant Industrial Area, for starters. Also, we have been able to prepare a Master Plan for the area, completed in part due to a combined \$120,000 in grant contributions from the Industrial Finance Authority and Department of Land Conservation and Development, for which we are grateful, as well as contributions from the City, County and Property Owners inside the park. The Master Plan is the basis for recently completed conceptual design for the \$4 million wastewater project serving the park, and the RIF grant is needed to finish a design and engineering portion, after which we’ll head into the construction phase.

This project directly and substantially satisfies the well-defined priority that is specified in the RIF criteria: that is, “improve the readiness of industrial land.” None of the other top projects in the region immediately satisfies this need.

The impact of this project in the region will be substantial, with a potential buildout of 2 million net square feet, creating over 1,300 jobs, in an area that clearly needs living wage employment opportunities. None of the other top projects in the region can claim this potential new job creation impact.

The City has the political will and the capacity to move this project forward, but as a small community we need financial partners. We recognize how competitive this grant is, and hope that the Committee and the State looks favorably upon our application. Thank you for your time and consideration.”

2018 RIF Applications

	Region	Minimum RIF \$ Requested by Region	RIF \$ Requested By Region	Total Project Cost By Region	Number of Applications by Region	% Total RIF Funds Requested by Region	% Total Applications Submitted By Region
1	No. Coast - Clatsop, Columbia Tillamook	\$4,372,293	\$8,704,299	\$13,068,659	22	22%	22%
2	So. Vly/Mid-Coast - Benton, Lane, Lincoln, Linn	\$2,246,234	\$5,893,994	\$49,065,379	14	15%	14%
3	So. Coast - Coos, Curry Douglas	\$2,697,100	\$4,299,208	\$11,652,798	10	11%	10%
4	Metro - Clackamas, Multnomah, Washington	\$4,086,119	\$6,200,092	\$137,547,806	11	16%	11%
5	Mid-Valley - Marion, Polk, Yamhill	\$1,757,810	\$2,520,904	\$21,036,047	9	6%	9%
6	Southern - Jackson, Josephine	\$1,432,500	\$2,920,700	\$8,477,700	6	7%	6%
7	No. Central - Hood River, Sherman, Wasco	\$148,378	\$563,378	\$6,396,483	3	1%	3%
8	Central - Crook, Deschutes, Jefferson	\$1,386,600	\$2,457,826	\$14,252,537	8	6%	8%
9	So. Central - Klamath, Lake	\$635,000	\$2,231,500	\$9,819,260	5	6%	5%
10A	Greater Eastern No. - Gilliam, Morrow, Umatilla, Wheeler	\$924,800	\$2,324,800	\$14,882,873	7	6%	7%
10B	Greater Eastern So. - Grant, Harney, Malheur	\$555,812	\$605,812	\$4,309,820	2	2%	2%
11	Northeast - Baker Union, Wallowa	\$313,200	\$733,960	\$828,460	2	2%	2%
		\$20,555,846	\$39,456,473	\$291,337,822	99	100%	100%

ECONOMIC DEVELOPMENT ALLIANCE OF LINCOLN COUNTY

Board Meeting Agenda Thursday, Aug. 2, 2018 3:30- 5 pm

Columbia Bank, upstairs meeting room
506 SW Coast Highway, Newport

- ✓ 1. Agenda Review.
- ✓ 2. ACTION: 1-Minutes, May 2018 Board Meeting, 2-Annual Meeting 5/31/18.
- ✓ 3. Treasurer's Report/ Kemp (June/July 2018).
- ✓ 4. ACTION: Budget 2018/2019.
- ✓ 5. ACTION: Annual election of Board officers.
- ✓ 6. ACTION: CoastCom: Central Lincoln PUD, Lincoln County resolution.
- ✓ 7. Annual Meeting recap and future events: Discussion. (Bauman)
- ✓ 8. Action Plans for EDALC – example.
- ✓ 9. Executive Director report and Membership report (Bauman).
- ✓ 10. Board member reports.

REMINAING BOARD MEETINGS 2018:

August 2
September 6
October 4 ⇒ *move to next week.*
November 2
December 1 (Grants)

DRAFT MEETING MINUTES
ECONOMIC DEVELOPMENT ALLIANCE OF LINCOLN COUNTY
BOARD OF DIRECTORS MEETING
Thursday, May 3, 2018, 3:32 pm

Members Present: Bailey, Kemp, Cowen, Fitzsimmons, Holbrook, Hunt, Lewis, Roy and Ryslunge
Guests: Ron Beck, Central Lincoln PUD and CJ Drake, Georgia-Pacific Toledo
Staff: Bauman and Brewer

1. **Agenda Review:** Secretary Bailey called the meeting to order at 3:32pm in Curt Abbott's absence. The agenda was reviewed.
2. **Minutes:** Kemp corrected the second to last sentence in #8. It should read: "re: the Waldport to beach access Waziyata trail, funding ended on 12/31/17..." Hunt changed "is" to "was" on the second line of the second paragraph of item #6. Roy moved and Cowan seconded a motion to approve the April 5, 2018 minutes as corrected. The motion passed unanimously.
3. **Treasurer's Report:** Kemp reported on the recently received transient room tax, which was \$4,000 more than last year. It may be due to the fact that unincorporated county vacation rentals are required to have a license.
4. **Guest: Ron Beck of Central Lincoln PUD** (discussion on updating old agreement regarding fiber): Beck has been a Central Lincoln PUD network engineer for 27 years. He distributed the document "CoastNet – A Coastal Oregon Communications Network". The report summarizes the Central Lincoln PUD Board of Directors-commissioned review of the renewal of a three-party agreement. Beck talked about the history of the agreement and the need to amend. His Board proposes that Economic Development Alliance take steps to dissolve the old agreement. The board will consider this issue at a future meeting.
5. **Guest CJ Drake of Georgia-Pacific Toledo:** As an active member, Drake is in regular contact with Bauman. He added that Bauman sometimes pinch hits at meetings he can't attend. Bauman commented that EDALC has a good relationship with G-P and acts as their representative on workforce housing and water issues.

Drake announced that G-P will celebrate its 60th anniversary. They are sponsoring the Wooden Boat Show and other events. The market for e-commerce cardboard boxes is making their business robust. They are still the county's leading taxpayer. G-P has 370 full time employees and lots of long timers are getting ready to retire and need to be replaced. When asked if G-P partners with anyone on education for staff, Drake said they have talked with OCCC and others and it is a work in progress. Bauman commented that forklift drivers now need to be certified as an example.

Ryslunge raised the challenge of degree of specialization in programs and facilities. Much can be done over time after correctly identifying needs. While G-P and others need people with basic skills and safety training, there are complicated issues, as with maritime. OCCC is gearing up for the next building, for workforce development. Drake added that engineers and analysts are needed. He gives tours of his plant that hopefully will lead to interns for G-P.

6. **Annual Meeting Update (Bauman):** Regarding the ballot, Bauman announced that Tiana Tucker resigned from the board. The new school superintendent will start in July and will then decide who

will represent LCSD. One considered theme for the Annual Meeting is to put the human in human resources. Lewis and Ryslinge agreed to be on a panel with Ogden and perhaps Heather DeSart. There will be an exercise for action plans after the panel for member participation and input. Board discussion ensued on the various aspects of the Annual Meeting program.

7. **Executive Report/Bauman:** Bauman mentioned several conferences she would attend in May. She just finished a Brownsfield conference and a Rural conference in Portland. She has learned to ask for and get scholarships. The annual meeting replaces a board meeting and she will circulate emails before the event and use June and July for sharing information afterward. The next regular board meeting will be in August.

Bauman passed around letters of support we gave Cities of Waldport and Newport for infrastructure grant applications. In the new fiscal year Bauman wants to invite new managers and grantees to board meetings. The Water Planning Partnership got a Meyer Memorial Trust grant and Bauman will head up a committee to hand out small pass-through grants. Kemp talked about the Regional Infrastructure Fund, a very competitive grant he applied for. Results announced in September.

8. **Board Member Reports:** Cowan: Fences are going up next week for OSU. They are re-evaluating dorms and looking for potential partners for high density housing.
Ryslinge: BOLI is coming to talk about all the recent changes in employment. EDALC is sponsoring the events. An evaluation team was here and there will be a hearing at the end of June on her accreditation. They will teach early childhood education in the fall.
Lewis: the master planning is going well. They will remodel the great hall entry, update the gallery and the marine wildlife exhibit in three phases. The aquarium had an incredible spring break. Staffing is going well and animals are doing well. The marketing team recently won an award at the governor's conference in Bend.
Hunt: The governor appointed him to the maritime task force, along with Cowan and Ryslinge.
Roy: Reported that Salishan lost another GM and another one may have already started.
Holbrook: Workforce housing that Lincoln City has been working on for a year is coming along.
Fitzsimmons: During a special session the legislature simplified tax rules for small business taxpayers. He asked if there was any word back about the COCA money. Hunt replied that it will go through an RFP process to determine what should be done.
Kemp: The Mary's Peak byway, Hwy 34 to I-5 to Waldport will be a scenic byway. He noted that the November and December dates on the agenda were wrong.

Meeting was adjourned at 4:57 pm.

CJ Drake handed out gifts from Georgia-Pacific to celebrate their 60th anniversary. Sutherlin High School students made coasters out of Douglas Fir in their woodworking class.

DRAFT MEETING MINUTES
ECONOMIC DEVELOPMENT ALLIANCE OF LINCOLN COUNTY
ANNUAL MEMBERSHIP MEETING
Center for Health Education, Newport
Thursday, May 31, 2018, 3:15 pm

Board Members Present: Abbott, Bailey, Kemp, Cowen, Lewis, Ogden, Roy, Ryslinge, and Smith
Staff: Bauman and Brewer

List of 47 Attendees (members and non-members): see Attachment 1.

1. **Welcome Remarks:** Abbott called the meeting to order at 3:15pm. Elected dignitaries were recognized. Ogden welcomed all to her facility. She mentioned how important health care is to the community and its positive impact on the economy. She talked about multipliers, additional jobs, and hospital construction dollars equal to \$29 million in additional impact, above the hospital costs.
2. **Treasurer's Report:** Kemp reviewed the annual report. The organization has a financial statement with comparisons to old and new budgets and is in good financial shape.
3. **Membership Activity Report:** Smith reviewed our membership events for last year, beginning with the Maritime Economy. The fall 2017 event at Salishan was entitled "Who's Doing What in the Region?" At the Spring event in Yachats the subject was "Erasing Lines in the Sand". The events are just one aspect of value for membership dues. Smith invited attendees to give input and to share information with others.
4. **Election of Board for 2018-2019:** Abbott recognized current board members. He noted that Bailey, Cowan and Roy were up for re-election. There were no other nominations. The three were unanimously elected.

Abbott commented that it is an excellent board and is very involved. He then introduced Executive Director Bauman. Abbott adjourned the business meeting at approximately 4:00 pm.

The program "Thriving and Prospering - Turning Ideas into Actions" and Social Hour followed the business meeting. A panel of experts from our primary economic sectors discussed the bringing skills to our local workforce, and how that might be done.

2018 Annual Meeting Attendees (47)

ID	Company Name	Last Name	First Name	City
258		Taylor	Don	Newport
257	Aging Wisely with Heartfelt Hands, Inc.	Schonau	Kathleen	Newport
17	City of Depoe Bay	Gambino	Robert	Depoe Bay
181	City of Florence	Dolin	Jesse	Yachats
4	City of Waldport	Kemp	Kerry	Waldport
18	City of Waldport	Woodruff, Mayor	Susan	Waldport
19	City of Waldport	Cutter, Councilor	Dan	Waldport
186	City of Waldport	Dennis	Harry	Waldport
97	City of Yachats	Stanley	Gerald	Yachats
15	Columbia Bank	Hanrahan	Julie	Newport
6	Confederated Tribes of Siletz Indians	Bailey	Tracy Anthony	Siletz
27	Economic Development Alliance	Bauman	Caroline	Newport
28	Economic Development Alliance	Brewer	Suzan	Newport
259	Ernest Bloch Legacy Project	Geltner	Frank	Newport
5	Georgia-Pacific Toledo	Drake	CJ	Toledo
135	Greater Newport Chamber of Commerce	Fitzpatrick	Al	Newport
158	Grtr Newport Chamber of Comm	Ferry	Patti	Newport
245	International Subsea Solutions	Williams	Rick	Oregon City
251	Jalene Case Coaching & Professional Development	Case	Jalene	Newport
7	Lincoln City Realty	Roy	Linda	Lincoln City
252	Lincoln County OSU Extension	Olsen	Liz	Newport
11	Northwest Coastal Housing	Stiley	Sheila	Newport
105	Northwest Management Specialists	Baker	John	Newport
53	Northwest Oregon Works (WIB)	DeSart	Heather	Lincoln City
248	Northwest Oregon Works/Worksource Oregon	Mies-Grantham	Sandra	Newport
139	Oregon Cascades West COG	Gepper	Jeff	Albany
10	Oregon Coast Aquarium	Lewis	Carrie	Newport
38	Oregon Coast Community College	Ryslunge	Birgitte	Newport
3	Oregon Coast Technology	Abbott	Curt	Waldport
131	Oregon Employment Department	Knoder	Erik	Newport
35	Oregon State University	Cowen	Robert	Newport

2018 Annual Meeting Attendees (47)

ID	Company Name	Last Name	First Name	City
254	Port of Newport	Hewitt	Karen	Newport
58	Port of Toledo	Shoemaker	Bud	Toledo
129	Representative David Gornberg	Gornberg	David	Salem
208	Rescare Inc./Worksource Oregon	Pickering	Sandra	Newport
249	Rescare Inc./Worksource Oregon	Coralluzzo	Heather	Lincoln City
31	Rogue Ales & Spirits	Cline	Jim	Newport
9	Samaritan North Lincoln Hospital	Ogden, M.D. ARCE-TORES	Lesley	Lincoln City
260	Samaritan Pacific Communities Hospital		Heather	Newport
30	Siletz Tribal Business Corp	Brannen	Stewart	Lincoln City
43	Small Business Development Center	Price	Dave	Lincoln City
163	Starker Forests, Inc	Gibbs	Jake	Corvallis
8	US Bank	Smith	Michael	Newport
246	US Bank	Brandenburg	Mary	Lincoln City
247	US Bank	Yeager	Tina	Newport
256	Worksource Oregon	Hutchinson	Beth	Newport
25	Yaquina Bay Associates	Grutzmacher	Ralph	Toledo

ECONOMIC DEVELOPMENT ALLIANCE OF LINCOLN COUNTY

Strengthening Lincoln County's economy. Attracting and supporting primary jobs.

A Resolution to Terminate the CoastNet Agreements dated December 17, 1998 and December 27, 1999, as amended.

It is resolved that the Economic Development Alliance of Lincoln County (EDALC), as a party to the above-stated Agreements for the purpose of acting as agent for Lincoln County, agrees to terminate these agreements; and agrees to waive the 24-month termination notice requirement found in Section 2 of the Agreements. This resolution is conditioned on the agreement by the other parties, Central Lincoln People's Utility District and Lincoln County, Oregon, to terminate the agreements. EDALC termination shall be effective upon execution by all parties of the appropriate instrument, with the EDALC Executive Director authorized to sign on behalf of the EDALC Board of Directors.

Resolution approved by Board of Directors on August 2, 2018.

Curt Abbott, Chair

Date

Action Plan Template

GOAL: 1. WORKFORCE HOUSING

HOW (Action: Strategy & Process)	WHO (Responsible Person(s))	WHEN (Expected Completion)	MEASURABLES (How will you know?)	RESOURCES (What will you need?)	Completed
1. Collect county-wide data on units under construction, planned future developments, buildable land inventories. Plot the data on a map and summarize.	EDALC staff	31-Aug-18	1. Units being built/ planned are counted. 2. Inventories are re-done on a schedule. 3. Map is shared.	We will need cooperation from the planning staffs of cities, county and tribe, plus time.	
2. Assess and summarize results of recent meeting hosted by Newport. Produce and distribute the "Next Steps." Begin working with those who will implement.	EDALC staff with City of Newport administration.	31-Aug-18	Findings have been produced and shared with local WF housing interested parties.	None beyond local review of document, and buy-in.	
3. Collect city/county/tribal ordinance information for harmonization or modeling if applicable.	EDALC to collect; staff of 9 entities to participate as in (1)	1 month, after entities agree to provide information.	Cities, county and tribe have each contributed the pertinent information.	There may be push back from planning staff if this is perceived as burdensome. Possible tech. assist. grant?	
4. Track grant applications and funded projects of 2018 (ie., Proud Ground for first time home buyers).	EDALC staff with assistance of Board, partner nonprofits, and public sector.	Ongoing for latter six months of 2018.	Knowledge of grant applications and funded projects, with regular updates added to it.		
5. Track committees of citizens in local jurisdictions that have to do with housing; collect their recommendations; assist in implementation.	Partners' entities responsible to provide to EDALC staff.	Ongoing for latter six months of 2018.	Recommendations are adopted and implemented.	Unknown	

Bi-weekly report to full Board from Caroline Bauman
July 26, 2018

CONTACTS AND TOURS: I represent Georgia Pacific Toledo on the Water Planning Partnership, and this is expanding to another water-related event: a tour for the Western States Water Council. They will be in Lincoln County for a tour on August 1st. I will represent G-P and other economic interests on this tour.

TOURISM: Our organization just finished a sponsorship of the Ernest Bloch Memorial Dedication, two days of activities, by giving time and subsidizing some costs. We received recognition on the information kiosk, newspaper articles, press releases, and during speeches.

WORKFORCE: Heather Desart and Charlie Mitchell met at our office last week to discuss classes for youth on entrepreneurship currently offered in Benton County. They would like to make this a larger effort. **OUR ROLE:** I suggested applying to the county grant fund, coming up this fall. I also plugged in our local SBDC as they are interested in building future business owners. This is a major issue as the future economy looks like less employment and more self-employed.

OTHER DEVELOPMENTS OF INTEREST: I'm still awaiting some answers as follow-up to my meeting with county counsel, on a grant for seaweed and the COCA RFP. I've sent follow up reminders. As the seaweed grant relates to Port of Newport, under interim leadership, the county may want a delay.

I won't be able to attend the Coastal Caucus economic summit this year but there are normally several EDALC Board Members there, so I will confer with them pre- and post-meeting. **DATES:** August 22-23 at Chinook Winds Casino.

EDALC EVENTS: To repeat – We will talk about a fall event as a full Board. Toledo is a possible location. Georgia-Pacific is interested as a co-sponsor if and when we use Toledo. Our industrial hub offers various topics to delve into.

MEMBERSHIP REPORT: Also to tackle at the Board meeting: time to set up some meetings with the new leaders of our members, who are not familiar with our organization. I would like to have a Board member with me. Renewals still come in regularly.

Brownsfield Grant: KingTire, Siletz Tribal Mill
Newsletter 21.

Economic Development Alliance of LC Memberships (52)

A		B		C		D		E		F		G	
1	Org Date	Renwd	Complete Name of Entity	Name of Contact Person	City	Type of Organization	Area of Interest?						
2	N/A	N/A	Lincoln County	Doug Hunt, Commissioner	Newport	County Government							
3	2/10/16		Caroline Bauman	Caroline Bauman	Yachats	individual	marine sciences						
4	2/17/16	7/6/17	City of Toledo	Craig Martin	Toledo	Municipal Government							
5	3/1/16	7/12/17	Bryan P. Fitzsimmons, CPA	Bryan P. Fitzsimmons	Lincoln City	Certified Public Accountants	Small Business						
6	3/3/16	7/5/17	Lincoln County Board of Realtors	Debra Nordyke	Lincoln City	Real Estate Board Management							
7	3/29/16	6/30/17	Oregon Coast Technology	Curt Abbott	Waldport								
8	4/5/16	6/1/18	Oregon State University +	Bob Cowen	Newport	University	education and marine science						
9	4/7/16	8/8/17	Confederated Tribes of Siletz Indians	Tracy Bailey	Siletz	Tribal Government	Local Quality of Life						
10	4/7/16	7/3/17	Newport LAZERQUICK	Rose Reed	Newport	printing company	everything						
11	4/7/16	11/29/17	Yaquina Bay Associates	Ralph Grutzmacher & Jill Lyon	Toledo	Business Services							
12	4/28/16	7/26/17	Samaritan North Lincoln Hospital	Lesley Ogden	Lincoln City	hospital	healthcare						
13	5/4/16	7/7/17	Central Lincoln PUD	Chris Chandler	Newport	Community-owned electric utility	economic development, recruitment, e						
14	5/5/16	4/25/18	Pacific Power	Alisa Dunlap	Lincoln City	utility							
15	5/7/16		Housing Authority of Lincoln County	Kathy Kowto	Newport	Public and Affordable Housing	housing, job development						
16	5/7/16	7/3/17	Toledo Chamber of Commerce	Kathy Crane	Toledo	Non-profit, Chamber	to promote Toledo						
17	5/10/16	7/6/17	Northwest Oregon Works (WIB)	Heather DeSart	Lincoln City	Workforce development, Job seekers							
18	5/17/16	5/23/17	GEORGIA PACIFIC TOLEDO	CJ Drake	TOLEDO	private corporation	wood products						
19	6/5/16	7/13/17	City of Newport	Spencer Nebel	Newport	Municipal Government	Public Safety						
20	6/15/16	7/13/17	Port of Newport	Doug Parsons	Newport	Marine	marine sector						
21	6/15/16	7/19/17	Oregon Coast Aquarium	Carrie Lewis	Newport								
22	6/15/16	7/7/17	Depoe Bay Chamber of Commerce	Dr William Page Johnson	Depoe Bay	chamber							
23	6/17/16	7/20/17	Oregon Coast Community College	Birgitte Ryslinge	Newport	Community College	education, trades						
24	8/6/16	7/28/17	Columbia State Bank	Julie Hanrahan	Newport	bank	finance						
25	8/6/16	7/24/17	Lincoln City Chamber of Commerce	Lori Arce-Tores	Lincoln City	chamber							
26	8/6/16	8/3/17	Greater Newport Chamber of Commerce	Chris Nystrom	Newport	chamber							
27	8/10/16	7/27/17	Port of Alsea	Roxie Cuellar	Waldport	Port							
28	8/15/16		Lincoln County School District	Dr Karen Gray	Newport	School District	education						
29	8/15/16		Salishan Spa and Resort	Steve Wilson	Gleneden Beach	lodging							
30	9/11/16		Rescare Inc./Worksource Oregon	Sandra Pickering	Newport		Worksource Development						
31	9/19/16	9/21/17	US Bank	Mike Smith	Newport	bank							
32	9/25/16	9/25/17	Northwest Coastal Housing *	Sheila Stifley	Newport	non-profit	housing						
33	9/25/16	9/25/17	Samaritan House *	Lola Jones	Newport	non-profit	housing/shelter						
34	9/25/16	9/25/17	Buy Local Lincoln County *	Dave Price	Lincoln City	non-profit	support of local business						
35	9/25/16	9/25/17	Seashore Family Literacy *	Sentilia McKinley	Waldport	non-profit	helping people						
36	9/25/16	9/25/17	Neighbors for Kids *	Toby Winn	Depoe Bay	non-profit	children						
37	9/26/16		Pacific West Ambulance Inc	Monica Valencia	Newport	Emergency Services & non-medical tr	providing emergency services & safety						
38	10/5/16	10/6/17	City of Waldport	Kerry Kemp	Waldport	Municipal Government							
39	10/11/16		Wallace Kaufman Mediation	Wallace Kaufman	Newport	Mediation, research, editing	Affordable housing environment						
40	10/15/16	10/17/17	Port of Toledo	Bud Shoemaker	Toledo	Port							
41	10/15/16	9/28/17	Oksenholt Asset Management LLC	Jon Oksenholt	Lincoln City	housing							
42	5/3/17	5/17/18	City of Lincoln City	Ron Chandler	Lincoln City	Municipal Government							
43	6/7/17	18	Lincoln County OSU Extension +	Kaety Jacobson	Newport	Natural Resources							

Economic Development Alliance of LC Memberships (52)

A	B	C		D	E	F	G
Org Date	Renwd	Complete Name of Entity	Name of Contact Person	City	Type of Organization	Area of Interest?	
1							
44	6/27/17	City of Yachats	Gerald Stanley	Yachats	Municipal Government	Economic growth, housing, marine aw	
45	6/30/17	International Subsea Solutions	Barry Hendrix & Rick Williams	Newport	Marine Serices/research	Marine Serices/research	
46	6/30/17	Lincoln City Realty, LLC	Linda Roy	Lincoln City	Real Estate	Real Estate	
47	7/14/17	Holbrook & Associates LLC	Doug Holbrook	Newport	Lawyer		
48	7/25/17	Dahl Disposal Services, Inc.	Zak Dahl	Toledo	Disposal		
49	9/7/17	Pacific Seafood	General Manager	Newport	Fish processing plant		
50	9/7/17	Wave	Matthew Updenkelder	Newport	Broadband company		
51	9/14/17	Consumers Power Inc	James Ramseyer	Philomath	Utility		
52	10/24/17	Oregon Cascades West COG	Phil Warnock	Albany	Government		
53	1/19/18	Starker Forests, Inc.	Jake Gibbs	Corvallis	Forest Products		
54							
55							
56							
57							
58		Bank of the West	Paben	Newport	Bank		
59		Charter Business	General Manager	Lincoln City	Utility		
60		Chase	Klena	Newport	Bank		
61		City of Depoe Bay	City Recorder	Depoe Bay	City		
62		City of Siletz	City Recorder	Siletz	City		
63		Day Wireless	General Manager	South Beach	Utility		
64		Edward Jones Financial	O'Hearn	Newport	Financial		
65		First Interstate Bank	Brittsan	Newport	Bank		
66		Habitat for Humanity	Director	Newport	Housing		
67		Lincoln Soil & Water Conserv District	Board of Directors	Newport	Soil & Water Conserv District		
68		Newport News Times	Steve McLister	Newport	Newspaper		
69		NW Natural Gas	Fostveit	Lincoln City	Utility		
70		OMSI Coastal Discovery at Camp Gray	Armstrong	South Beach	Education, nonprofit		
71		Oregon Coast Bank	Postlewait	Newport	Bank		
72		Oregon Duise	Busch	Portland	Marine		
73		Oregon State Credit Union	Rendell	Newport	Credit Union		
74		P&W Railroad / Genessee & WY, Inc	Groleau	Salem	Railroad		
75		Pioneer Telephone Cooperative	General Manager	Philomath	Utility		
76		Representative David Gomborg	Gomborg	Lincoln City	State government		
77		Rogue Ales & Spirits	Cline	Newport	Brewery, large employer		
78		Starker Forests, Inc	Springer	Gary	Forest Products		
79		TLC/Fibre Credit Union	Meyer	Tillamook	Credit Union		
80		Umpqua Bank	Westerman	Newport	Bank		
81		Waldport Chamber of Commerce	Williams	Waldport	Chamber of Commerce		
82		Washington Federal	Smith	Newport	Bank		
83		Wells Fargo	Branch Manager	Lincoln City	Bank		
84		Western Title and Escrow Co	Mitchell	Newport	Title and Escrow Co		

POTENTIAL MEMBERS:

Public Works Department Report for the month of July 2018

Water Treatment Plant

Plant Production:	<u>9.19</u>	MG
Rainfall:	<u>0</u>	inches

Wastewater Treatment Facility

Effluent Flow:	<u>3.7</u>	MG
Rainfall:	<u>0</u>	Inches

Public Works Dept.

Alarm call outs:	<u>3</u>
Locates:	<u>9</u>
Sewer plugs:	<u>0</u>
Water service installations:	<u>2</u>
Sewer connections:	<u>0</u>
Water Leaks:	<u>2</u>

Department Overview

During the month of July, the Public Works Department has been committed to provide safe and reliable public services to it's citizens. Our department consists of water treatment, water distribution, wastewater treatment, wastewater collections, streets, storm water, parks maintenance, and building maintenance. Our current staff consists of eight full time staff members and one temporary member provided by BBSI in Newport.

Our current projects during the month of July consisted of:

- adding two new service connections.
- two water main line repairs following pipe breaks on Clover and Homeport.
- prepping for the County culvert replacement on Eckman Road by moving our temporary 2" water line.
- replacing 160 feet of 6" C900 water pipe on Eckman Lake Road which took place on Saturday the 28th from 5 P.M. until 8 A.M the following day.
- finishing the McKinney Slough project on Hwy 34 with Pacific Excavation.
- Pulling #3 pump from our Master Lift Station for service.

Other than the above projects, we also mowed right of ways, trimmed trees, worked on the frisbee golf course, finished the Lint Slough Trail, maintained equipment, and performed as many other normal duties as possible included in our department description.

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

Date	Application/ Activity	Applicant	Zoning	Tax Map/Lot Location	Description	Status
For the Period July 1, 2018 through July 30, 2018						
7/2/18	Building Permit	Glen Weaver & Sharolyn Robinson	R-3	13-11-29AB/7000 1480 Jackson Pl Peterson Park Subdiv.	New pole barn	Approved 5/7/18
7/3/18	Land Use Compatibility Statement (LUCS)	Hotbox Farms LLC	C-2	13-11-19AC/7400160 Alsea Hwy	OLCC LUCS for marijuana dispensary	Completed 7/6/18
7/23/18	On-site Waste Management Permit	Dwayne Denbow	R-2	13-11-20BA/700 1475 Alsea Hwy	New septic system	Approved 7/30/18
7/25/18	Building Permit	John Stevens	C-1	13-11-18DD/2400 1065 Broadway	Dry rot repair, move entry door and windows	Approved 7/30/18
7/30/18	Building Permit	Pat Ball	R-1	13-11-19DDB/700 345 Crestline Dr	New pitched roof on detached garage/carport	Approved 7/30/18

Director's Report June/July 2018

Programs

June/July Programs

Summer Reading Program kicked off June 1 with an assembly at Crestview Heights Elementary School. This year's theme is Libraries Rock. The summer reading program officially began June 20 with our first performance, Mad Science. The weekly performances averaged about 120 people per show. In June we saw an increase in program attendance by 20% with 907 attendees and in July our program attendance more than doubled with 1034 attendees.

The adult programs continue to do well with attendance hitting our most at 30 attendees. A new group, Poetry Night, started in June facilitated by a community member. The group talk about and read their or others. The last two years we have had a poetry night during National Poetry Month and several people commented they would like to see the group continue.

The library also participated in the Beachcomber's Day Parade and won the Community Spirit award.

The annual Big Trucks Night was held thanks to the trucks from the Fire Department, Central PUD, Dahl, Pioneer Telephone, Waldport Public Works and Waldport Tire and Auto. The RC Camp also showed off their cars they built. We had a great turn out with over 120 people in attendance.

This year we have changed one of our normal programs and added camps to our activities. Through the summer, our Thursday preschool story time included all ages and continued the theme from the Wednesday performance. We also added two new camps, a Radio Controlled (RC) Car Camp and a Young Writer's Camp.

The camp met daily for a week with 18 4th to 8th grade age kids. The kids split up into teams and each team built their own RC car. The kids built the cars on their own with only a little guidance from adults. The kids learned about the electronics and workings of the car and how to work as a team. They displayed their cars at the Big Truck night and also drove the cars on a temporary track on Friday. The State Fair has a new category for RC cars and all the cars from the camp are entered. The RC camp will continue as a club throughout the year with the day and time to be announced at a later date. Several of the cars were sponsored by local groups, Friends of the Waldport Public Library, Pioneer Telephone, and OCC RC Racing in Lakeside, OR.

The Young Writer's camp is also new this year. The attendees travel around our area as if they are visitors and write in their journals from the eyes of a visitor. Four Square Church sponsored the camp by provided the usage of their van. The library also received donations from the David McKinley Trust and Dollar General to help fund the camp. One of the assignments for group was creating a play for the Thursday afternoon program. We plan to have a second camp or workshop in the Spring to provide the groundwork for the annual Young Writer's competition.

The library also started a new book club for teens led by a teacher from Crestview. We are hoping to continue the book club throughout the school year.

Future Programs

Now that the summer reading program is winding down, we will be planning for fall classes and programs. Wednesday performances continue through August 15 and the last two teen programs will be August 16 with a local writer who wrote Rolling Stone and a College & Career night for high schoolers and their parents.

The library received a \$10,000 federal grant through the State Library that will allow us to expand our programs. We will work with the schools to provide additional learning and tutoring in the area of math from birth through high school. We will also add additional Science, Technology, Engineering and Math (STEM) programs, a RC Club, computer programming class 4th-5th grade and expand the LEGO club to offer STEM projects and math games.

The adult craft continues to grow and we are now getting participation from the community willing to lead the classes and share their crafting knowledge.

Usage Statistics

Average about the same as previous years.

Miscellaneous

The current Lincoln County Library District Director, Diedre Conkling, is retiring in September. A new director has been hired but the decision will not be official until August 14 when the Board meets to approve the decision.

“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.

- Reda Eckerman, City Recorder -

August 6, 1918

Council met at Mayor Goucher's. Those present: Mr. Davis, Mr. Banta, F.R. Overlander, and Mayor Goucher.

The regular place of meeting being used for a show, the meeting was called together at the home of Mayor Goucher.

It being illegal to meet and transact business anywhere except at Kents Hall, the meeting was called to order by the Mayor and adjourned.

D.A. Overlander, Recorder

August 13, 1918

Special meeting of the Common Council of the City of Waldport met in session at Kent's Hall.

The Mayor being absent, Mr. I. Banta was appointed to act as Mayor Pro Tem.

Several bills were presented.

Motion was made to pay C.M. Starr \$10 for services as Recorder for May & June. Motion carried.

Motion was made to pay F.R. Overlander Hall rent for the months of May, June & July, \$4.50. Motion carried.

Motion was made to pay D.A. Overlander for services as Recorder for month of July, \$5.00. Motion carried.

Motion to accept resignation of E.F. Gillette as Councilman of the City of Waldport. Motion carried that his resignation be accepted.

Motion made to have I. Banta continue as Marshall. Motion carried.

A motion was made to allow C.R. Evans to tear out a crossing at the corner of Rubles or Broadway & Pine Streets. Motion carried.

Motion was made to adjourn.

D.A. Overlander, Recorder

August 5, 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 8 P.M. of the above date with Mayor Goodman presiding. Councilmen present: Harry Dey, Desmond Fulp, H.A. McMillin & Ray Walker. Absent: H.A. Lowry and E.K. Starr. City Officials present: Recorder Kelly, Marshall and Fire Chief Rhoades, City Atty. McCluskey, City Engineer Ambler, Water Supt. Houge and Treasurer Burns. Absent: Auditor Wilson.

Minutes of previous meeting were read and approved.

Councilor Walker was appointed to serve on the Finance Committee in the place of Desmond Fulp, excused on account of being indisposed. Councilman McMillin moved, 2nd by Walker, that bills audited by the Finance Comm. Be allowed and warrants be drawn on the treasurer for the respective amounts. Carried.

L.J. Rickard addressed the council re the advisability of having the yellow center stripe renewed on highways passing thru the City, and suggested a letter be sent the State Highway Commission asking this be done while they had a crew working in this vicinity. The Recorder was authorized to write the letter as suggested.

A communication was read from Frank Atwood asking if the railroad right of way between Bay & Commercial streets was for sale. It was moved by Councilman McMillin, 2nd by Walker, that the Council do not entertain bids for sale of any portion of railroad right-of-way until the needs of the City's drainage purposes are determined. Motion carried.

A letter was read from Mr. Hedges of Gardner, Oregon, re the City Council passing a resolution to set a date for an election to determine whether the voters of Waldport favored being taken in to the PUD of Lincoln County. Upon the recommendation of City Atty. McCluskey it was decided to postpone action until next regular meeting, when a greater number of councilmen would be present to vote on the question.

Mr. Houge reported that a number of the sidewalks were in a deplorable condition and recommended the adjoining property owners be requested to make necessary repairs. He was authorized to make a survey of all walks in the City and to submit a written report, giving block and lot nos. & other necessary details, to council at next regular meeting.

Mr. Houge stated that the City had paid \$489.00, including July payment, to Lincoln County Court toward the purchase of the dump truck.

No further business appearing the meeting adjourned to the next regular meeting Sept. 2nd, at 8 PM.

H.L. Kelly, Recorder

Leo Goodman, Mayor

August 8, 1968

Roll call: Mayor Jesse Rolph, Councilmen Jack Boydston, Herb Seaman, Joe Bird, Marge Kauffman, Gary Pankey, Dale Grier; Superintendent Louis Halversen, Assistant Superintendent Allen Becker, Engineer Arnold Cullen, Police Chief Clyde Sloan, Attorney Bill Hollen, City Recorder Sophie V. Berger.

Correction, page 2, Council meeting of July 11, 1968 - misspelled HUD - corrected. On motion made by Councilman Seaman and seconded by Councilwoman Kauffman for city to make request to HUD for a loan of \$11,155.00 for advance planning of facility - corrected. Minutes stand approved as corrected.

Councilwoman Marge Kauffman asked that all Council members read the City Charter and abide by it.

On motion made by Councilwoman Marge Kauffman and seconded by Councilman Herb Seaman, accepting report of City Superintendent and Assistant. Motion carried.

Motion made by Councilman Gary Pankey and seconded by Councilman Boydston approving the acceptance letter written by the Street Committee to the Oregon State Highway Department, on the repairs made on Mill Street. Motion carried. (Letter was signed by the Mayor and members of the Street Committee.)

Motion made by Councilman Joe Bird and seconded by Councilman Jack Boydston to approve, and have the Mayor sign, the application for new ownership of the Happy Landing Tavern. Motion carried. (Recorder apply City Seal and mail to new owners.)

Report by Councilman Seaman on the sewer. The meeting of August 5, 1968 involved the discussion of cost of project, and amount of federal aid as reported on page 28, Sewer Report book. Mr. McKinley was present, and was interested in extending the sewer to his project, which will be a trailer camp site and marina boat moorage. Does the Council wish to reaffirm the sewer line to go as far as the old City limits, or further? Does the Council wish to include McKinley's project in this study, which would include another pumping station? This pumping station could also

be used in any further extension to the sewer system to the east end of the City. On motion made by Councilman Seaman and seconded by Councilman Bird that the sewer project go only as far as the existing boundaries of 1950, if feasible and economical, and that present plans be used. Motion carried.

Motion made by Councilman Seaman and seconded by Councilman Bird to adopt Resolution #14, authorizing the Mayor and City Recorder to sign agreement with Mr. Meyer for conditioning of planning and design of the sewer improvements. Motion carried.

Motion made by Councilman Seaman and seconded by Councilman Bird, authorizing Robert E. Meyer Engineers to submit study to the Oregon Sanitation Board. Motion carried.

Mr. Gene Hayes, representing the Little League Baseball Club, asked the Council if the City would furnish a two-inch water line, and free water for the League? Approximately 400 feet of water pipe will be needed. Motion made by Councilman Bird and seconded by Councilman Seaman, allowing the Little League Baseball Club \$250.00 for this water line. City will make the connection, and the men in the League will dig and lay water line according to City specifications. Motion carried. Regulating and schedules referred to the Water Committee, Councilmen Pankey, Bird and Grier.

Motion made by Councilman Seaman and seconded by Councilman Boydston, authorizing the City Superintendent to advertise for a new City truck (pick-up) with bids to be opened at the next regular Council meeting Sept. 5, 1968. Motion carried.

Ordinance #320 - Junk. Motion made by Councilman Pankey and seconded by Councilman Grier to have Ordinance #320 read for the first reading by title only. Motion carried. Motion made by Councilman Seaman and seconded by Councilman Boydston to have Ordinance #320 read for the second reading by title only. Motion carried. Motion made by Councilman Boydston and seconded by Councilman Pankey to have Ordinance #320 read by title, for final passage, by unanimous vote. Yeas - Mayor Rolph, Councilmen Boydston, Seaman, Bird, Kauffman, Pankey, Grier. Nays - none. Motion carried. Any remonstrance from the public on Ordinance #320? On motion made by Councilman Boydston and seconded by Councilwoman Kauffman to adopt Ordinance #320. Motion carried.

On motion made by Councilman Bird and seconded by Councilman Grier, Recorder should write the State Highway Department, asking for two signs: 1) 25 MPH near the south end of the bridge, near the Chamber of Commerce building; 2) Speed Zone Ahead, near the north end of the Waldport bridge. Motion carried.

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

Meeting adjourned by Mayor Jesse Rolph.

Mayor Jesse Rolph

City Recorder Sophie V. Berger

August 12, 1993

Roll Call: Mayor Fred Boehme; Council President Pat Tryon; Councilor George Russell, Ken Train, Matt Pompel, John Atkinson, Jan Hansen; City Recorder Marsha Baillie; City Attorney Dave Gordon.

Minutes: Councilor Russell moved to adopt the minutes of the July 8, 1993 meeting as presented. Councilor Hansen seconded and the motion carried 6-0.

Financial Report: There were no questions from the City Council regarding the financial report.

Committee Reports:

General Administration - Councilor Tryon, Chair: Councilor Tryon advised the Council that a new Municipal Court schedule has been established. As of July 28th the Waldport Municipal Court is open on Mondays, Tuesdays and Wednesdays from 5:00 p.m. to 7:00 p.m.

Public Works - Councilor Hansen, Chair: Councilor Hansen moved to approve the purchase of the required water treatment equipment at a cost of approximately \$8,750. Councilor Russell seconded and the motion carried 6-0.

Mayor Boehme asked Mrs. Sonja Pickner to speak about the water testing currently being done at selected sites in the City. Mrs. Pickner explained the reason for the testing, the procedure involved and asked for more volunteer home sites to help with the testing.

Councilor Hansen reported that Allen Peck of KCM would like to attend the September Council meeting to discuss the water master plan.

Councilor Hansen moved for the approval of Resolution 728 which established height restrictions for parking on the west side of Highway 101. Councilor Russell seconded. After discussion of the resolution, Councilor Pompel moved to table the resolution, referring it back to the Public Works committee and then bring it back to the City Council in September. Councilor Train seconded and the motion carried 6-0.

City Recorder Marsha Baillie explained the purpose for a contract between the City of Waldport and the Lincoln County Addressing Department. Mayor Boehme asked for objections from the City Council. Hearing none the Mayor signed the contract.

Mayor Boehme reported on landscaping progress being made at the Senior Center.

Public Safety Committee - Councilor Russell, Chair: Councilor Russell introduced new police officer Jason Malloy.

Staff Reports:

City Attorney Dave Gordon: No report.

City Recorder Marsha Baillie: Ms. Baillie reported that the bond sale closed on Thursday August 5th and that \$1.6 million was transferred to the City's account that morning for the new wastewater treatment facility. Notices to proceed have been sent to both Hyland and Mountain State construction companies.

Councilor Train asked Mayor Boehme to report on progress at the new City Hall building.

Citizens Concerns and Comments: None.

Correspondence: Two letters were received from Yaquina John Point residents Richard Davenport and Frank Walter, in protest of the method used to reach the sewer assessment amounts.

Three memos from the Waldport Planning Commission were received by the City Council. Councilor Tryon expressed concern that these memos came from a workshop meeting. Planning Commission Vice-Chair Art Cvar addressed the City Council with regards to the memos. City Attorney Dave Gordon responded to Councilor Tryon's concerns. The memos were referred back to the Planning Commission.

A courtesy letter from the City of Cannon Beach to the Oregon Department of Transportation was received by the City Council.

Public Hearing: None.

Old Business: The agreement between the City of Waldport and Ocean Hills subdivision was explained by City Attorney Dave Gordon. Councilor Train moved for the adoption of the agreement. Councilor Pompel seconded and the motion carried 6-0.

New Business: Mr. Russ Dahl of 3232 Crestline Drive addressed the City Council regarding rate increases for trash collection service from Dahl Disposal scheduled to begin September 1, 1993. Councilor Russell moved to accept the rate increases effective September 1. Councilor Train seconded and the motion carried 6-0.

Mayor Boehme read a proclamation declaring August 16th as Kiwanis Day.

Councilor Train moved that the City Council Monday morning workshops be discontinued. Councilor Tryon seconded and the motion carried 4-2 with Councilors Atkinson and Pompel voting no.

Councilor Tryon readdressed the memo from the Planning Commission referring to a code

enforcement officer. Councilor Tryon suggested that the Police Department as a whole be made the code enforcement department as opposed to there being just one code enforcement officer. Councilor Tryon moved that the Police Department be made the code enforcement department. Councilor Pompel seconded. There was continued discussion of the issue. Councilor Russell suggested allowing City Planner Steve Williams to sign the citations. Planning Commission Vice-Chair Art Cvar spoke as to what the Planning Commission's purpose was. Councilor Atkinson moved to table the matter. Councilor Russell seconded and the motion carried 6-0.

Resolutions/Ordinances: Councilor Train moved to adopt Resolution 729. Councilor Atkinson seconded and the motion carried 6-0.

Councilor Tryon moved to adopt Resolution 730. Councilor Russell seconded and the motion carried 6-0.

Councilor Russell moved to adopt Resolution 731. Councilor Train seconded and the motion carried 6-0.

Billings: There was no discussion of the billing received from Mike Snyder of Scope Consulting.

Wastewater Project Correspondence: There was discussion of the ABJ award protest by the City Council and the City Attorney. Councilor Pompel moved that City Attorney Dave Gordon respond to the ABJ award protest. Councilor Tryon seconded and the motion carried 6-0.

Councilor Hansen moved to accept the bid alternatives as recommended by KCM. Councilor Atkinson seconded and the motion carried 6-0.

Adjournment.

Marsha Baillie, City Recorder