

**WALDPOR CITY COUNCIL
OCTOBER 12, 2017
MEETING NOTICE AND AGENDA**

The Waldport City Council will meet at 2:00 p.m. on Thursday, October 12, 2017 in the City Council Meeting Room, 125 Alsea Highway to take up the following agenda:

1. CALL TO ORDER & ROLL CALL
2. MINUTES: *September 12 Special Meeting, September 14 Council Meeting*
3. PUBLIC COMMENTS/PRESENTATIONS
4. DISCUSSION/ACTION ITEMS
 - A) *Proclamation - Domestic Violence Awareness Month (Christy Camacho, My Sister's Place)*
 - B) *Council/Commission Appointments*
 - C) *Consideration of Safe Drinking Water Revolving Loan Fund Resolution*
 - D) *Annual Financial Report for FY 2016/2017 (Audit)*
 - E) *Request for Planning Commission to Proceed with Code Amendments*
 - F) *Other Issues*
5. COUNCIL COMMENTS AND CONCERNS
6. REPORTS
 - City Manager*
 - Library Director*
 - Public Works Director*
 - City Planner*
 - Code Compliance Officer*
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 8th day of September, 2017 - Reda Q. Eckerman, City Recorder

**WALDPORT CITY COUNCIL
SEPTEMBER 12, 2017
MEETING MINUTES**

CALL TO ORDER AND ROLL CALL: Mayor Woodruff called the meeting to order at 6:00 p.m. Mayor Woodruff and Councilors Cutter and Christenson answered the roll. Councilors Holland, Warwick and Dunn were absent.

ADJOURNMENT: At 6:10 p.m., as a quorum was not present, the meeting was adjourned.

Respectfully submitted,



Reda Q Eckerman, City Recorder

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

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

Susan Woodruff, Mayor

**WALDPOR CITY COUNCIL
SEPTEMBER 14, 2017
MEETING MINUTES**

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

2. MINUTES: The Council considered the minutes from the August 8 special meeting and the August 10 Council meeting. Councilor Christenson **moved** to approve the minutes as presented. Councilor Dunn **seconded**, and the motion **carried** unanimously on a voice vote.

3. CITIZEN COMMENTS AND PRESENTATIONS:

Leslie Ogden, CEO of Samaritan Pacific Communities Hospital, provided a presentation on the progress of improvements being performed at their Newport location.

Roxie Cuellar, General Manager of the Port of Alsea, addressed the Council regarding current Port operations, the upcoming bond measure on the November election, and the proposed uses of the revenue if the measure is successful.

Robert Rubin addressed the Council regarding environmental concerns associated with two quarry operations on Eckman Creek Road, which is outside the City limits. Councilor Cutter suggested Mr. Rubin also contact ODFW about concerns with the potential impact on the waterway.

4. DISCUSSION/ACTION ITEMS:

A. Proclamations: Mayor Woodruff read the proclamations for Recovery Month, Cruzin' For Crab and Constitution Week into the record. Rick Booth, chaplain for Central Coast Fire and Rescue, gave a brief explanation of the "Hands Across the Bridge" event that was being held in conjunction with the "Cruzin' for Crab" festival on September 23.

B. Budget Amendment Resolution: City Manager Kemp provided a brief explanation of the resolution. Councilor Cutter **moved** to approve Resolution No. 1229. Councilor Christenson **seconded**, and the motion **carried** unanimously on a voice vote.

C. McKinney Slough Bridge Project: The Council reviewed the information provided in the packet, and decided to continue with the temporary bypass line option. No action was required.

D. Southworth Creek Water Right Settlement Agreement: Following a brief discussion, Councilor Cutter **moved** to approve Resolution No. 1230, "A Resolution Approving the Settlement Agreement By and Between Oregon Water Resources, City of Waldport, and WaterWatch of Oregon, Inc., Authorizing the Mayor to Sign Said Agreement, and Accepting the Final Order Incorporating Settlement Agreement". Councilor Dunn **seconded**, and the motion **carried** unanimously.

E. Industrial Park Feasibility Study/Master Plan: City Manager Kemp noted that there were some minor corrections to be made to the financial portion but that could be done in the form of an addendum, if needed. Councilor Cutter **moved** to approve the final Waldport Industrial Area Master Plan. Councilor Warwick **seconded**, and the motion **carried** unanimously.

F. Parks, Recreation & Trails Master Plan - Final Open Space Site Feasibility Study: City Manager Kemp noted that staff had met with Stan van de Wetering, Biological Programs Director for the Siletz Tribe, about the possible uses of the open space, especially with regard to the wetlands. Following a brief discussion, Councilor Christenson **moved** to accept the final Open Space Site Feasibility Study and incorporate the study into the Waldport Parks, Recreation & Trails Master Plan. Mayor Woodruff **seconded**, and the motion **carried**, with Mayor Woodruff and Councilors Warwick, Dunn and Christenson voting "Aye", Councilor Cutter voting "Nay".

G. Residential Inventory & Status: A brief discussion ensued regarding the research done on vacant/vacation homes. A meeting with lenders, builders, and other stakeholders will be scheduled to talk about incentives for construction of affordable housing and development of existing subdivisions.

H. Other Issues: None.

5. COUNCIL COMMENTS AND CONCERNS: A brief discussion ensued regarding the current status of internet accessibility. Councilor Cutter noted that he was continuing to assess internet providers and options. Mayor Woodruff asked about the status of the Scenic Byway process and City Manager Kemp responded that the City's application was included as one of three current Scenic Byway proposals, two of which are complete and one pending, and ODOT is evidently looking at consideration of them all as a group. Regional Solutions is working to kickstart the process. At the request of Councilor Warwick, City Manager Kemp read her letter of resignation into the record. Following a brief discussion, Councilor Warwick **moved** to declare the vacancy, effective as of 4 p.m. on September 14. Councilor Christenson **seconded**, and the motion **carried** on a voice vote. The two vacant positions will be advertised, with a deadline of October 14 for letters of interest.

6. REPORTS: The written reports from the Library Director, Public Works Director, City Planner, and Code Compliance Officer were included in the packet materials. Mr. Kemp reviewed his report, which had been distributed at the meeting. He noted that, as a result of the eclipse event in August, discussion is being held among his counterparts about methods of counteracting misinformation promulgated by means of social media. Mr. Kemp reviewed the recent Cental Oregon Coast Fire and Rescue board meeting he attended, and the discussion about the upcoming expiration of the District's lease for the Fire Hall. He reported that the District had expressed interest in maintaining a downtown presence, and further discussions will need to be held by the Board about possible renewal of the lease as well as other options. He is hoping to have a response from the District by the end of the year regarding which avenues they wish to pursue. Mr. Kemp reported that he had also been in contact with ODOT regarding the Interpretive Center, and discussions are forthcoming with regard to the eventual disposition of that property. Currently, the facility is owned by ODOT, maintained by State Parks, and staffed by the Chamber of Commerce. Mr. Kemp and others will be taking a tour of the facility on Friday, and he invited any interested Councilors to accompany him. A letter from the South Lincoln Aquatic Center Steering Committee had been received, proposing an idea of a South County pool. A brief discussion by the Council indicated general support of the concept, though further

information will need to be obtained with regard to costs, location, construction, responsibility for maintenance, and other issues. Mr. Kemp will include this information in a letter he will draft for the Mayor's signature. Public Works Director Andry gave a brief verbal report, noting that he had met with DEQ regarding concerns about Eckman Creek and the water quality, and the quarries were in compliance with their requirements. He also stated that the City does monitor the water quality on Eckman Creek and has not experienced a negative impact due to quarry activities.

7. EXECUTIVE SESSION: At 4:32 p.m., the Council recessed into Executive Session pursuant to ORS 192.660(2)(h), to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. The topic of discussion was the water tank litigation.

At 4:59 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 5:03 p.m., there being no further business to come before the Council, the meeting was adjourned.

Respectfully submitted,



Reda Q Eckerman, City Recorder

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

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

Susan Woodruff, Mayor



City of Waldport

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

PROCLAMATION

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

WHEREAS, the crime of domestic violence violates an individual's privacy and dignity, security and humanity, due to systematic use of physical, emotional, sexual, psychological and economic control and/or abuse; and

WHEREAS, domestic and sexual violence crosses all levels of the socio-economic strata, race and ethnicities, ages, gender identities, sexual orientation, physical and mental abilities; and

WHEREAS, the impact of domestic violence is wide ranging, directly affecting individuals and society as a whole, here in this community, throughout the United States and the world; and

WHEREAS, a coalition of organizations has emerged to directly confront this crisis. Advocates and those involved with shelters and hotline services, law enforcement officials, health care providers, the clergy and other concerned individuals are helping in the efforts to end domestic violence;

NOW THEREFORE, in recognition of the important work done by My Sisters' Place, Siletz Tribal Violence Against Women Act Program, the Lincoln County District Attorney, and the Lincoln County Domestic Violence Council, I, Susan Woodruff, Honorable Mayor, do hereby *PROCLAIM THE FOLLOWING*:

THAT, the month of October, 2017 be declared as *DOMESTIC VIOLENCE AWARENESS MONTH*, and urge our citizens to work with these invaluable community agencies to help alleviate this problem in our community.

SIGNED, this 14th day of October, 2017.

Susan Woodruff, Mayor

August 29, 2017

Susan,

As you mentioned there is a position open on the Waldport City Council, and I would like to be considered for the position. I have listed my education, work, etc. below.

Education: I have a Bachelor of Science degree from the University of Oregon Business School in both Management and Finance.

Work Experience: My work experience was for the most part in the public sector in the field of Wastewater Treatment. I worked for ten years for the City of Portland in the positions of Assistant Treatment Plant Operator, Lab Technician, Operator, and Maintenance Supervisor. I worked as head instructor of the Environmental Technology program at Idaho State University's School of Vocational-Technical Education for two years. And, I worked almost twenty years for the City of Eugene as Plant Supervisor, Assistant Division Director, Division Director, and Maintenance Manager.

Needless to say, with the variety of positions came a variety of experiences including hands-on operations, cost analysis and project management of infrastructure projects, budget development and administration (treatment plant budget was 7 million dollars), plus the environmental issues and politics related to wastewater treatment.

I have also held a couple of unpaid positions, i.e. Director of McMillan Irrigation Lateral in Boise, Idaho, providing irrigation water to some 600 customers, and I am currently the Secretary-Treasurer for the Alsea Highlands homeowners association.

Thank you for your consideration.

Harry K. Dennis, Jr.
749 NW Highland Dr.
PO Box 462
Waldport, OR 97394-0462
hkdennisjr@earthlink.net
541-563-4573

From: Kevin Greenwood <kgreenwood@gmx.com>

Date: October 4, 2017 at 5:11:56 PM PDT

To: <suewoodruff@peak.org>

Cc: "Cutter, Dann" <Dann.Cutter@oregonstate.edu>, Kerry Kemp <kerry.kemp@waldport.org>

Subject: email of interest in open council position

Mayor Woodruff,

I am interested in completing the term of one of the two open council positions.

I have lived in Waldport since Feb. 2015 and am actively involved in the Waldport Jr. League, WMS and Crestview Heights Grade School. In my short time living in Waldport, I am impressed with the services provided the community and the strong sense of volunteerism. I also am supportive of the city's management team having had dozens of conversations with CM Kemp and Planner Lewis. I have been involved in local government for over a decade and am fully experienced in reviewing municipal budgets, financial reporting, staff reports and support material shared by staff with the council. I want to stress that I am not interested in micromanaging or second guessing the city's professional staff. I see my role as asking clarifying questions that will allow me to effectively communicate to my neighbors and friends about city activities.

If you have any questions or would like me to attend a council meeting, I would be honored to participate.

Best regards,

Kevin Greenwood
1260 SW Chad Dr.
541/961-9517

From: Jerry Phillips [<mailto:jerry19512@yahoo.com>]

Sent: Wednesday, September 27, 2017 3:04 PM

To: Kerry Kemp <kerry.kemp@waldport.org>

Subject: Planning Commission Application

Hello Mr. Kemp,

My name is Jerry Phillips and i reside in Alsea Highlands.

I purchased my home in 2005 and became a full time resident, after retiring, in July of 2010. Prior to retirement, i served on our HOA as a board member for about 4 years. Attending meetings as often as possible. Most, but not all, as i lived, and worked in So. California till retirement. I have since, served as president of the HOA twice and remained a BOD member for approximately 11 years continuous. I served as the project manager for the asphalt overlay of our streets in 2012. Am currently on the Architectural, and Landscape committee's of our HOA, and enjoy the responsibility of maintaining our neighborhoods in their neat appearance. I take pride in the many improvements i've personally initiated, and physically provided for this area.

I served on the BOD for the Waldport fire department for about 2 years. Filling in for Ray Stewart after he decided it took too much of his time. I resigned from that board for the same reason, shortly after the bond measure we worked for was passed. I consider my time there as productive and forward thinking during a period of financial uncertainty. My working relationship with the other board members was pleasant and enlightening. I continue a strong friendship with Mayor Woodruff, who having witnessed my work on various boards, asked if i'd apply for Waldport's Planning Commission.

I ask that you consider my application to serve on the planning commission for our city.

Thank You,

Regards, Jerry Phillips

RESOLUTION OF THE CITY OF WALDPOR
AUTHORIZING A LOAN FROM THE SAFE DRINKING WATER REVOLVING LOAN FUND
BY ENTERING INTO A FINANCING CONTRACT
WITH THE OREGON INFRASTRUCTURE FINANCE AUTHORITY

The City Council (the “Governing Body”) of the City of Waldport (the “Recipient”) finds:

- A. The Recipient is a community water system as defined in Oregon Administrative Rule 123-049-0010.
- B. The Safe Drinking Water Act Amendments of 1996, Pub.L. 104-182, as amended (the “Act”), authorize any community or nonprofit non-community water system to file an application with the Oregon Infrastructure Finance Authority of the Business Development Department (“the IFA”) to obtain financial assistance from the Safe Drinking Water Revolving Loan Fund.
- C. The Recipient previously entered into Financing Contract with the OBDD for the project described in Exhibit D to the Financing Contract (the “Project”), project number S16019, in the principal loan amount of \$185,000 and including a forgivable loan portion of \$111,000, effective 18 April 2016.
- D. The OBDD has approved the Recipient’s application for additional financial assistance from the Safe Drinking Water Revolving Loan Fund.
- E. The Recipient is required, as a prerequisite to the receipt of additional financial assistance from the OBDD, to enter into Amendment 1 to the Financing Contract with the OBDD, substantially in the form attached hereto as Exhibit A.
- F. Notice relating to the Recipient’s consideration of the adoption of this Resolution was published in full accordance with the Recipient’s charter and laws for public notification.

NOW THEREFORE, BE IT RESOLVED by the Governing Body of the Recipient as follows:

- 1. Financing Loan Authorized. The Governing Body authorizes the City Manager to execute the Financing Contract and the Promissory Note (the “Financing Documents”) and such other documents as may be required to obtain financial assistance including a loan from the IFA on the condition that the principal amount of the loan from the IFA to the Recipient is not more than \$649,000 (with \$401,400 eligible for principal forgiveness if contract conditions are met) and the interest rate is not more than 1% if contract conditions are met (and 2.73% if not met). The proceeds of the loan from the IFA must be applied solely to the “Costs of the Project” as such term is defined in the Financing Contract.
- 2. Security. Amounts payable by the Recipient are payable from the sources described in Section 4 of the Financing Contract and the Oregon Revised Statutes Section 285A.213(5) which include:
 - (a) Net revenue from the water system of the Recipient;
 - (b) Amounts withheld under subsection 285A.213(6);
 - (c) The general fund of the Recipient;
 - (d) Any combination of sources listed in paragraphs (a) to (c) of this subsection; or
 - (e) Any other source.
- 3. Additional Documents. The City Manager is hereby authorized to enter into any agreements and to execute any documents or certificates which may be required to obtain financial assistance from the IFA for the Project pursuant to the Financing Documents.

4. Tax-Exempt Status. The Recipient covenants not to take any action or omit to take any action if the taking or omission would cause interest paid by the Recipient pursuant to the Financing Documents not to qualify for the exclusion from gross income provided by Section 103(a) of the Internal Revenue Code of 1986, as amended. The City Manager for the Recipient may enter into covenants on behalf of the Recipient to protect the tax-exempt status of the interest paid by the Recipient pursuant to the Financing Documents and may execute any Tax Certificate, Internal Revenue Service forms or other documents as may be required by the IFA or their bond counsel to protect the tax-exempt status of such interest.

DATED this ____ day of _____, 20__.

City of Waldport

Susan Woodruff, Mayor

ATTEST:

Reda Eckerman, City Recorder



CITY COUNCIL MEETING AGENDA COVER SHEET FOR DISCUSSION / ACTION

TITLE OF ISSUE: The Annual Financial Report for fiscal year ending 6/30/2017

REQUESTED BY: City Manager and City Accountant

FOR MEETING DATE: October 12, 2017

SUMMARY OF ISSUE:

The audit concluded with an unqualified (favorable) opinion (shown on page 2 of the report) that states "In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position . . . in accordance with accounting principles generally accepted in the United States of America."

- The assets of the City exceeded its liabilities by \$11,464,054 (net position) as of June 30, 2017. Of this amount, \$9,800,271 is invested in capital assets, net of related debt.
- Total revenues for fiscal year ending 2017 increased \$110,601 over the previous year. The total expenses for programs and services decreased \$430,969 because the previous year included an actuarially estimated pension expense of \$456,178 beyond the amounts contributed to PERS, attributed to a court challenge that reversed legislative changes.

Governmental Accounting Standards Board Statement No. 68 (GASB 68) established new accounting and financial reporting requirements and changed how employers measure pension expense and report pension liabilities on financial reports. Under GASB 68, financial reports show pension expense as the change in Net Pension Liability, the excess of the actuarial accrued liability over the actuarial value of assets. In the prior fiscal year (FYE 2016), the city's net position decreased \$375,340, as a result of actuarially estimated pension expenses of \$456,178 beyond employer rate contributions due to the court challenge, *Moro v. State of Oregon*, that reversed legislative changes (Senate Bills 822 and 861). For fiscal year ending 2017 actuarially estimated pension expenses of \$9,533 beyond employer rate contributions are included in the city's Statement of Activities.

At the end of the fiscal year, fund balances for all governmental funds increased \$158,868 over the previous year. Governmental grants and contributions totaled \$200,323 for the fiscal year and included \$83,849 for the Industrial Park Master Plan, a bequeathed donation of \$58,485 for the library, and \$28,173 for park improvements. Property tax revenues increased \$35,614 or 5% from the previous year. Franchise tax revenues increased \$12,169, primarily due to cold weather impacts on electric bills, and transient room tax revenues increased \$22,157, primarily due to a new hotel in town. A decrease in Lincoln County District Library revenues was slightly offset by State Revenue Sharing for legalized marijuana.

General government expenditures include a .5 FTE increase at City Hall. Public safety expenditures reflect a decrease in costs for contract services with Lincoln County Sheriff. Recreation expenditures include a .3 FTE

increase at Waldport Public Library for most of the year, and a .2 FTE increase beginning in May for the library and community center.

Waldport Urban Renewal #2 received and repaid loan proceeds of \$120,000. The proposed borrowing of \$440,000 for fiscal year 2017/2018 would bring total UR#2 borrowings to \$790,000 out of the \$13,600,000 maximum indebtedness.

At the end of the fiscal year, fund balances for all business type funds decreased \$28,752 from the previous year. Water and wastewater charges for services decreased slightly from the previous year due to a decreased number of new development charges. Water rates increased 3% effective July 2017 and usage was comparable to the previous year. The water fund received grant proceeds of \$16,236 for water improvements from FEMA and Infrastructure Finance Authority. Both water and wastewater materials and services increased 2% over the previous year.

STAFF RECOMMENDATION or ACTION REQUESTED:

A copy of the audit report was furnished previously to each member of the governing body, along with the auditor's letter to management. The audit report will be filed with the Secretary of State and will be posted on the city's website upon acceptance by the governing body.

Under ORS 297.465 the governing body shall determine the measures it considers necessary to correct any deficiencies disclosed in the report. The governing body shall adopt a resolution setting forth the corrective measures it proposes and the period of time estimated to complete them.

ATTACHMENTS: Expense Comparison with neighboring cities

**"Statement of Activities" expenses are compared with neighboring cities' audits
for fiscal year ending June 30, 2016 based upon population.**

Expense Comparison by population	Depoe Bay	Lincoln City	Newport	Siletz	Toledo	Waldport	Yachats
General Government	331	660	617	94	624	288	910
Public Safety	-	680	701	-	683	175	-
Streets & Highways	151	325	137	87	80	154	558
Culture & Recreation	123	604	264	34	156	184	148
Community Development	25	3	-	6	-	16	-
Interest Expense	-	6	71	-	18	24	39
Water	495	452	494	349	234	314	733
Wastewater	592	586	333	334	262	339	1,070
Harbor	389	-	-	-	-	-	-
Total	2,104	3,316	2,615	904	2,056	1,494	3,458

CITY OF WALDPORT
MEETING AGENDA COVER SHEET FOR
DISCUSSION / ACTION ITEMS

TITLE OF ISSUE

Request for Planning Commission to Proceed with Amendments to the Waldport Development Code

REQUESTED BY

City Manager and City Planner

FOR MEETING DATE

October 12, 2017

SUMMARY OF ISSUE

This is a request for City Council to direct the Planning Commission to move forward with amendments to the Waldport Development Code. The Code was last amended in 2015 (Sign Ordinance) and 2013 (Southwest Waldport Overlay Zone as recommended in the Yaquina John Point Land Use & Transportation Plan).

Over the last several years it has come to our attention there are various sections of the Code that need to be updated. One example is the time limits that are placed on tentative approvals of subdivisions. The Planning Commission will be considering a request to extend the Land & Sea Addition Subdivision later this month which came about in conversations with the landowner/developer regarding the disc golf course. It is apparent that subdivision time restrictions need to be amended to be more flexible to changing market conditions while also providing certainty that progress is made.

Two additional examples of potential Code amendments include 1) the definition of mixed use development in the Downtown District, and 2) lot sizes that may encourage development of multi-family housing.

There are other areas of the Code that will be reviewed for potential updates.

STAFF RECOMMENDATION or ACTION REQUESTED:

City Council directive to the Planning Commission to proceed with potential Waldport Development Code amendments.

CITY COUNCIL MEETING – October 12, 2017

CITY MANAGER REPORT

1. Financial Report

Attached is summary of September report.

2. South County Swimming Pool Update

A letter was sent to the organizers, who provided the following update via email: “We continue to move along in our process. We have met with Wayne Belmont to discuss issues around districting. We will also be meeting with the tax assessor to discuss tax compression issues in our district. We are starting to schedule meetings with owners of potential land sites. We are exploring location sites with will meet with Tom Rinearson about land at the Waldport high school site, with Linda Jeans at Angell Job Corps, and with Yachats about the Commons ball field. We have had a meeting with an architect. We have had a 41% return on our letters with strong support throughout. The biggest barriers (money) remain but our Committee has established a 5-10 year time frame and will continue to explore options and garner support.”

3. Safety Award

The City of Waldport received a safety award at the League of Oregon Cities annual conference. CIS (Citycounty Insurance Services) presented the award in recognitions of the City’s good employee safety record last fiscal year. The annual award rewards cities with the fewest number of days lost due to on-the-job injuries.

4. Facilities

The fire district continues to look at its facility needs and options for the future. We also met with ODOT and OPRD about the Interpretive Center, which OPRD wants to relinquish operating. Library staff is putting together a needs assessment. More on all these will be forthcoming as details emerge.

5. Code Compliance

After three years or so, Trish Miller will be leaving us the end of November, skipping merrily into retirement. We will miss her, and appreciate her service to the city, which leaves a void. We are not planning on continuing our contract with Dustin Kittel, as we have another person in mind that we are entering into a contract with: Joan Davies, recently City Manager with Yachats. She has experience in this sort of thing, and we look forward to having her on our time as an independent contractor.

6. Tsunami Event

Please see attached email.

City of Waldport

PO Box 1120, Waldport, OR 97394

Phone: (541) 264-7417

Email: finance@waldport.org



FINANCIAL REPORT FOR PERIOD ENDING SEPTEMBER 30, 2017

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

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

Funds	General, Community	Street, Road District	Urban Renewal	Public Works	Water	Wastewater	Totals
Operating Revenues	58,277	22,196	-	230,616	157,168	151,239	619,496
Operating Expenses	314,965	46,346	291	235,116	122,603	119,249	838,570
Net Operations	(256,688)	(24,150)	(291)	(4,499)	34,565	31,990	(219,074)
Capital Revenues	3,375	-	1,385	-	36,019	23,201	63,980
Capital Outlays	13,509	-	115,000	-	30,705	16,426	175,641
Debt Service	86,053	-	-	-	4,821	-	90,874
Net Capital	(96,188)	-	(113,615)	-	493	6,775	(202,534)
Net Revenue (Loss)	(352,876)	(24,150)	(113,906)	(4,499)	35,058	38,765	(421,609)
Beginning Balances	640,926	178,313	301,580	110,115	176,828	378,531	1,786,293
Ending Balances	288,050	154,163	187,674	105,616	211,886	417,296	1,364,684
Net Revenue (Loss)	-55%	-14%	-38%	-4%	20%	10%	-24%

REVENUE HIGHLIGHTS

Governmental operating revenues are low because roughly 80% of property taxes are received in November.

Received state gas taxes of \$11,201 for the month of August.

Utility usage and billings are comparable to the previous year.

Received SDC for 2 new residential homes.

	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

General fund paid Emerald CPA Group \$18,500 for audit services.

Water system has been demanding more of public works' time.

Public Works Internal Services	YTD Billings	% of Total
Water Plant	51,485	22%
Distribution	50,556	22%
Wastewater Plant	58,987	26%
Collection	30,389	13%
Streets, Storm	31,033	13%
Other Projects	7,917	3%
Total	230,367	100%

CAPITAL PROJECTS OVERVIEW

Capital Outlay Projects	YTD Activity	Project to Date	Project Budget
Network Server, Firewall, Switch	1,775	1,775	11,830
Transportation System Plan	-	-	176,000
Lint Slough Trail	1,382	19,799	40,080
Waziyata Beach Access	(69)	3,225	21,400
✓ Parks & Recreation Master Plan	2,450	48,634	42,530
Disc Golf	461	461	18,000
Crestline Playground, Skate Park	-	-	25,000
✓ Industrial Area Master Plan	7,511	162,414	170,000
Lower Crestline Improvements	-	-	-
Way Finding, Beach Access	-	-	25,000
Commercial Facade Improvements	-	-	50,000
Wastewater Infrastructure to IP	-	-	440,000
WWTP UV System Upgrade	115,000	115,000	115,000
Water Rights	883	67,026	-
2MG Reservoir Rehabilitation	8,294	392,081	350,000
Eckman Creek Flood Repairs	4,674	23,806	225,282
WTP Upgrade, Master Plan	-	16,107	195,000
Skyline/Chad Waterline Tie In	-	-	10,000
McKinney Slough Waterlines	16,855	33,536	464,000
Inflow & Infiltration Mitigation	591	23,074	30,000
✓ Lagoon Sludge Removal	15,835	17,005	32,000
Wastewater Master Plan Update	-	-	75,000
Grinder Station Rehab	-	-	10,000
Pump Station Upgrade	-	-	25,000
WWTP Electronic Actuators	-	-	12,000
Totals	175,641	923,942	2,563,122

Network server should be live next month followed by utility e-billing.

Lint Slough trail work continues and will be completed this fall.

Waziyata Beach Access is awaiting the Ocean Shores permit.

Disc golf course is in the planning stages.

WWTP UV system upgrade was received, just need installation and electrical connections.

Pending an agreement with the county regarding road work, will elicit bids for Eckman Creek water line, with construction scheduled for spring.

Plans and specs for McKinney Slough Bridge waterline relocations were submitted to ODOT for review.

✓ Completed projects

Kerry Kemp

From: Virginia Demaris <vdemaris@co.lincoln.or.us>
Sent: Monday, August 28, 2017 8:02 AM
Subject: Fwd: March 2018 Road Show

Email Distributed to: Fire, City, Tribal, CERT Chapter Leaders

Please let me know if your organization is interested in sponsoring an event next spring with OEM.

Jenny

Virginia "Jenny" Demaris

Emergency Manager
Lincoln County Sheriff's Office
225 W. Olive St., Newport, Oregon 97365
vdemaris@co.lincoln.or.us
(541) 265-4199 Office
(541) 270-0702 Cell

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----- Forwarded message -----

From: **Rizzo, Althea** <althea.rizzo@mil.state.or.us>
Date: Tue, Aug 22, 2017 at 11:19 AM
Subject: March 2018 Road Show
To: Chief Jim Langborg <jlangborg@svfr.org>, "gmccraw@co.tillamook.or.us" <gmccraw@co.tillamook.or.us>, "Linda.Cook@co.lane.or.us" <Linda.Cook@co.lane.or.us>, "Mike Murphy (mmurphy@co.coos.or.us)" <mmurphy@co.coos.or.us>, Tiffany Brown <TBrown@co.clatsop.or.us>, Virginia Demaris <vdemaris@co.lincoln.or.us>, "Wayne A. Stinson" <wastinso@co.douglas.or.us>

Good morning!

There has been a lot of interesting developments in the last few years in the world of tsunami mitigation. It has been a few years since we did a road show, so I thought this would be a good time to do another.

This is a basic sketch of my initial thoughts. Feel free to send your thoughts and feedback.

- March through April (Black out March 16-18 for personal space)
- Start at south end of coast and move north. (or visa versa)
- Possible Partners

- NWS – to brief local communities on new TsunamiReady standards (confirmed)
- DOGAMI – science talks on Cascadia (confirmed)
- DLCD – Land use issues (confirmed)
- Possible Daily schedule
 - **Morning: Coffee with the experts**
 - Audience: Public
 - 1 hour
 - At a local coffee shop/breakfast eatery
 - More of a casual question and answer format
 - **Morning: Tsunami Ready updates**
 - Audience: Community leaders and first responders
 - 2 hours
 - Meet with stakeholders to brief on the updated TR guidelines
 - **Lunch: local business, civic group or Chamber of Commerce** to talk about TsunamiSafe/TsunamiReady supporter program
 - **Afternoon: Preparedness and Mitigation Round tables**
 - Audience: Community leaders, volunteer groups, NGOs, and first responders
 - 2 hours
 - Outcome: share best practices, move local efforts forward
 - Hazard Mitigation Plan
 - Evacuation planning
 - Check-in – where is the community and what still needs to be done?
 - **Evening: Cascadia Pub, Sketti or chowder feed (fundraiser for local prep efforts), or Town hall**
 - Audience: Public
 - Streamed via Facebook live, is possible
 - 1.5 hours

▪ Short presentations (10 slides max for each)

- DOGAMI
- DLCD
- OEM or Sea Grant
- Local EM/Responder

○ **Weekend: Multi hour Safety Fair**, but find a different name to promote a broader public participation. Find a different hook than “safety fair” Promote strength of the community networking opportunities (Food share, gardening, biking, health and fitness)

Althea Rizzo, Ph.D.

Geologic Hazards Program Coordinator

Oregon Emergency Management

PO Box 14370

Salem, OR 97309-5062

work phone: [503-378-3936](tel:503-378-3936)

<https://www.facebook.com/2WeeksReady>



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To: kerry.kemp@waldport.org

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

From: vdemaris@co.lincoln.or.us

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

**Waldport Public Library
Board of Trustees
Minutes of Regular Meeting August 8, 2017**

Members Present:

Shirley Hanes, Chair
Brian Fodness
Barbara Smith-Huggins
Gary Hodges

Others Present:

Sue Bennett, Library Director

Members Absent:

Jan Hansen, Vice Chairman

Call to order, introductions & review of agenda: Shirley Hanes, Chair, called the meeting to order at 9:30 a.m.

Minutes: The minutes from the June meeting were unanimously approved with corrections.

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

Committee Reports: No Report

Director's Report: Ms. Bennett provided a review of the programs that occurred during the month of June and July and upcoming events for August.

Old Business: None

New Business: City Manager, Kerry Kemp, requested that the library director create a white paper on the vision of a new library. Ms. Bennett is asking for staff input as well as input from the Board.

Board Members concerns: None stated.

Actions or Recommendations to the City Council: None.

Public Comment: None.

Announcements: None.

Next Regular Meeting: Tuesday, September 12, at 9:30 a.m.

Adjournment: Ms. Hanes adjourned the meeting at 10:20 a.m.

Public Works Department
Report for the month of September 2017

Water Treatment Plant

Plant Production:	<u>7.28</u>	MG
Rainfall:	<u>2.7</u>	inches

Wastewater Treatment Facility

Effluent Flow:	<u>3.6</u>	MG
Rainfall:	<u>2</u>	Inches

Public Works Dept.

Alarm call outs:	<u>11</u>
Locates:	<u>15</u>
Sewer plugs:	<u>1</u>
Water service installations:	<u>3</u>
Sewer connections:	<u>0</u>
Water Leaks:	<u>3</u>

Department General Overview

The City of Waldport Public Works Departments has been moving steadily forward in the last month. During September Public works swept, installed a new pump at the Eckman pump station, fixed three water leaks, and purchased a new confined space gas detector as required by OSHA.

The plant operators are doing an exceptional job operating and maintaining the city's water treatment facilities. The new UV system arrived at the wastewater plant and the operators are preparing for installation.

Administratively, we have been continuing to move forward planning our future as a successfully operating department. Last month we started forward motion with updating our Water Master Plan. We are also continuing with the Eckman Creek water line, Mckinney Slough water lines, and the Lincoln County water partnership meetings.

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

Date	Application/ Activity	Applicant	Zoning	Tax Map/Lot Location	Description	Status
For the Period <u>September 8, 2017</u> through <u>October 5, 2017</u>						
9/15/17	Partition	Homaidi Aldossary	R-3	13-11-20CA/1900 1797 & 1799 Alsea Hwy	2-lot partition	Pending notice and tentative decision
9/15/17	Building Permit	Waldport Ready Mix	C-1	13-11-20BB/100 950 Hwy 101	Porch covers over both ends of existing building	Approved 9/18/17
9/18/17	Planned Development	Tidewater Development LLC	R-1	13-11-19CC/120 South end of Norwood Dr	34 lot Planned Development	Pending application review for completeness and schedule Planning Commission hearing
9/22/17	Building Permit	Tony Lorange	R-3	13-11-29AB/5800 2055 Alsea Way Peterson Park	New detached garage	Approved 9/22/17
9/22/17	Building Permit	Scott Severson	R-2	13-11-30BA/7200 360 Wedge Dr	New detached garage	Approved 9/25/17
9/29/17	On-Site Waste Management Permit	Veramagnus LLC	R-1	13-11-20BC/1904 315 Waldport Hts. Dr	New septic system	Approved 9/29/17



City of Waldport

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

October 01, 2017

Subject: Monthly Report-September 2017

As of today, there have been 154 ordinance cases opened in 2017. Of these 135 have been worked to completion.

These cases breakdown into the following:

Attractive Nuisances	124	(Misc. junk on property)
Nuisance Vehicles	26	(Unlicensed/Inoperable vehicles left on public streets)
Structure/Buildings	0	(Dilapidated/Improperly Maintained)
Others	4	(Vegetation, Business License, Fences, Zoning, ect)

In addition to this there is 1 cases open from 2016 for a total of 20 cases being actively worked at this time.

Notable Cases:

