

**WALDPOR CITY COUNCIL
NOVEMBER 13, 2014
MEETING NOTICE AND AGENDA**

The Waldport City Council will meet at 2:00 p.m. on Thursday, November 13, 2014 in the City Council Meeting Room, 125 Alsea Highway to take up the following agenda:

1. CALL TO ORDER AND ROLL CALL
2. MINUTES: *October 9 and November 3, 2014*
3. PUBLIC COMMENTS/PRESENTATIONS:
4. DISCUSSION/ACTION ITEMS
 - A) *Consideration of Ordinance Changing Newspaper of Record*
 - B) *Review and Discussion of Ordinance No. 754 - Recreational Marijuana Tax*
 - C) *Other Issues*
5. COUNCIL COMMENTS AND CONCERNS
6. REPORTS:
 - City Manager**
 - Public Works Director*
 - City Librarian*
 - City Planner*
7. GOOD OF THE ORDER
8. 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 7th day of November, 2014 - Reda Q. Eckerman, City Recorder

**WALDPORT CITY COUNCIL
OCTOBER 9, 2014
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 O'Brien, Gates, Brown, Campbell and Cutter answered the roll. Councilor Cutter was excused. A quorum was present.

2. MINUTES: The Council considered the minutes from the September 11, 2014 meeting. Councilor Holland **moved** to approve the minutes as presented. Councilor Brown **seconded**, and the motion **carried** unanimously on a voice vote.

3. PUBLIC COMMENTS/PRESENTATIONS: Jackie Wolfe addressed the Council regarding some green donation boxes that have been placed in town. She indicated that according to her research the entity may not truly be a non-profit group. Following a brief discussion, City Manager Kemp stated that staff will research the issue to determine if there are any regulations about placement for donation boxes.

John Maré addressed the Council regarding concerns raised by the Waldport Walkers and the Trails Committee about permitted hunting on Lint Slough. ODFW has indicated that hunting is not allowed west of the slough but is allowed on the slough itself. Mr. Maré suggested the possibility of a motorized boat ban, which could potentially impact hunters' access to the area, and stated the committee will continue to review the issue. In other trails news, the Woodland Trail was recently used for a cross country meet, and Mr. Maré reported that the trail had suffered no damage as a result. He also noted that students from the school will be assisting during the next trail repair session.

4. DISCUSSION/ACTION ITEMS:

A. Proclamations: Councilor Holland **moved** to approve the proclamations for Breast Cancer Awareness Month and Domestic Violence Awareness Month. Councilor Campbell **seconded**, and the motion **carried** unanimously on a voice vote.

B. Consideration of Ordinance Regarding Alsea Bay Erosion: City Manager Kemp indicated that the Port of Alsea had recently adopted an ordinance regarding this issue, and since the City provided enforcement of the Port's ordinances, it would be necessary to add this new ordinance to the Municipal Code. A brief discussion ensued regarding the current erosion and preventative measures. Hearing no objections, Mayor Woodruff read Ordinance No. 752 by title only for the first and second readings. Councilor Holland **moved** to approve adoption of Ordinance No. 752 as read, Councilor O'Brien **seconded**, and the motion **carried** unanimously on a roll call vote.

C. Consideration of Ordinance Amending Business License Procedures: City Manager Kemp explained that the amendment would amend the business license application process and provide for denial and revocation by the City Manager with an appeal process to the City Council. This would increase the efficiency and effectiveness of the licensing process without any reduction in rights or opportunities to the licensees. Hearing no objections, Mayor Woodruff read Ordinance No. 753 by title only for the first and second readings. Councilor Holland **moved** to approve adoption of Ordinance No. 753 as read, Councilor Campbell **seconded**, and the motion **carried** unanimously on a roll call

vote.

D. Consideration of Resolution Adopting Personnel Rules in Employee Handbook: City Manager Kemp explained that the most recent amendment to the Personnel Rules had taken place in 2012, and that many of the policies were somewhat outdated and not in compliance with current practices or regulations. Management staff undertook a review in conjunction with recommendations from the City's insurer to develop a document that was in accord with current law, trends and practices. Following a brief discussion, Councilor Brown **moved** to approve Resolution No. 1190. Councilor Holland **seconded**, and the motion **carried** unanimously on a voice vote.

E. Consideration of Change to Financial Management Policies: City Manager Kemp explained the proposed change to the policies, which would raise the capitalization threshold from \$5,000 to \$10,000 to enable smaller expenditures to be expensed rather than capitalized, and authorize a single signature on checks of up to \$5,000 as recommended by the City's auditors. Following a brief discussion, Councilor Holland **moved** to approve the proposed changes. Councilor Gates **seconded**, and the motion **carried** unanimously on a voice vote.

F. The Annual Financial Report for FY 2013/14: City Manager Kemp indicated that the auditors had noted no deficiencies in the audit report. Councilor Campbell **moved** to acknowledge receipt of the report. Councilor Brown **seconded**, and the motion **carried** unanimously on a voice vote.

G. Other Issues: None.

5. COUNCIL COMMENTS AND CONCERNS: Councilor Brown noted that many cities were looking at the issue of taxation with regard to marijuana, pending the outcome of the November election. Discussion ensued, but no action was deemed necessary at present, and the City Manager agreed to keep the Council apprised of future needs, if any. Councilor Holland provided a brief report of the recent League of Oregon Cities conference, and noted that he may be on the conference organization committee next year. Councilor Campbell reviewed the recent golf tournament, which had been a fundraiser for the proposed electronic events sign, and reported that the event had garnered a little over \$6400. Mayor Woodruff mentioned the decision of the Coast Guard to discontinue helicopter service at the Newport location. A lengthy discussion ensued, and **consensus** of the Council was to send a letter over the Mayor's signature, asking that the decision be reversed. It was also noted that there would be a community meeting regarding this issue on October 20 at 5:30 p.m., and interested parties were encouraged to attend.

6. REPORTS: Reports from the Public Works Director, City Librarian, City Planner and Code compliance Officer were included in the packet materials. City Manager Kemp noted that the Library reported having a record number of participants in their annual summer reading program. He gave a review of the last Planning Commission meeting and indicated that he was currently working with the State and other agencies in regard to the issue of hunting on Lint Slough. Another issue that is currently being reviewed is illegal camping, especially near the Woodland Trail. One measure to address this may involve signage to provide rules and regulations. The City's Water Management Conservation Plan has been

approved by the State, and will remain in effect for 10 years. Additional work needs to be done with regard to fish persistence and other issues on Southworth Creek, so Mr. Kemp is continuing to work with ODFW and other agencies to ensure its eventual inclusion in the Conservation Plan.

7. GOOD OF THE ORDER: Councilor Brown asked about a Christmas get-together for Councilors, Commissioners and other board members. Staff will work on putting the event together and notifying the attendees. Councilor Holland commended the new format for the Public Works report, indicating he appreciated the additional detail regarding the departmental activities.

8. ADJOURNMENT: At 3:25 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 _____, 2014.

SIGNED by the Mayor this ___ day of _____, 2014.

Susan Woodruff, Mayor

**WALDPOR CITY COUNCIL
NOVEMBER 3, 2014
MEETING MINUTES**

1. CALL TO ORDER AND ROLL CALL: Mayor Woodruff called the special meeting to order at 4:30 p.m. Mayor Woodruff and Councilors O'Brien, Gates, Campbell and Holland answered the roll. Councilors Brown and Cutter were excused. A quorum was present.

2. CITIZEN COMMENTS AND PRESENTATIONS: None.

3. DISCUSSION ITEMS:

A. Consideration of Ordinance Amending the Waldport Municipal Code by Adding Chapter 3.06 Entitled "Marijuana Sales Tax" and Declaring an Effective Date: City Manager Kemp explained that the special meeting had been called to consider the adoption of this proposed ordinance and its accompanying resolution. If Measure 91 passes on November 4, it will allow the possession, manufacture and sale of recreational marijuana by and to adults. Many cities throughout Oregon are adopting local tax language, prior to the passage of the measure, though language in the measure may preclude the ability of local government to actually levy the tax. City Manager Kemp explained that the proposed ordinance set the ability to tax, while the resolution set the tax rate, currently 0%. He also clarified that medical marijuana was not included in the proposed taxation process. According to City Manager Kemp and City Attorney Gintner, adopting the ordinance would at least serve as a placeholder, as well as serving as a reminder to the State that under Home Rule cities do have the ability to levy taxes if they so desire. Discussion ensued regarding the possibility that the State will overrule the local tax measures, the question of whether it is possible to impose a tax on a substance that is still considered illegal at the federal level, and the Council's ability to make changes to the ordinance language. The observation was made that it was possible that if the ordinance was not adopted it may affect the future ability to adopt similar legislation. Mr. Gintner indicated that the timing of adoption was also important, as the placeholder language should be in effect prior to the effective date of the measure. Further discussion ensued regarding the use of the proposed tax monies, and the impact that taxation could have on the legal retail process. The question was raised regarding Councilor Gates' ability to participate in the ordinance adoption process, as she was the owner of a medical marijuana facility. City Attorney Gintner stated that, as medical marijuana was exempt from the taxation language, there would be no direct financial gain or loss. Councilor Holland **moved** to have the ordinance read in full for the first reading, Councilor Gates **seconded**, and the motion **carried** unanimously on a voice vote. City Recorder Eckerman read Ordinance No. 754 in its entirety into the record. Councilor Campbell **moved** to read the ordinance by title only for the second reading. Councilor Holland **seconded**, and the motion **carried** unanimously. City Recorder Eckerman read Ordinance No. 754 by title only for the second reading. Councilor Holland **moved** to adopt Ordinance No. 754 as read. Councilor Gates **seconded**, and the motion **carried** on a roll call vote. Councilor Campbell asked that the ordinance be placed on the agenda for the next regular Council meeting for further discussion and possible amendment.

B. Consideration of Resolution Establishing a Tax Rate on Recreational Marijuana and Marijuana-Infused Products: It was noted that the proposed tax rate was 0%, which could be amended in the future by resolution, depending on the outcome of the legislation and the decision of the Council at that time. Councilor Holland **moved** to approve Resolution No. 1191. Councilor O'Brien **seconded**, and the motion **carried** on a voice vote, with Mayor Woodruff and Councilors O'Brien, Campbell and Holland voting "Aye", Councilor Gates voting "Nay".

4. ADJOURNMENT: At 6:05 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 _____, 2014.

SIGNED by the Mayor this ___ day of _____, 2014.

Susan Woodruff, Mayor



CITY COUNCIL MEETING AGENDA COVER SHEET FOR DISCUSSION / ACTION

TITLE OF ISSUE: Newspaper Ordinance

REQUESTED BY: City Manager

FOR MEETING DATE: November 13, 2014

SUMMARY OF ISSUE:

The City is required to publish notices in a newspaper of general circulation. South Lincoln County News is now identified as the newspaper of record. This ordinance changes the City newspaper to the Newport News Times, as South Lincoln County News is ceasing distribution.

STAFF RECOMMENDATION or ACTION REQUESTED:

Consider and adopt ordinance regarding changing the official City newspaper.

BACKGROUND:

The City received notification that South Lincoln County News will no longer be published. Since Chapter 193 of Oregon Revised Statutes requires the City utilize a general circulation newspaper for publishing notices, the enclosed ordinance changes Waldport Municipal Code Section 1.03.010 Chapter 1.04 to designate the Newport News Times as the City newspaper.

Enclosures: City Ordinance

NEWS TIMES

October 7

James W. Rand
Publisher
News-Times

P.O. Box 965
Newport, Oregon
541.265.8571
newportnewstimes.com

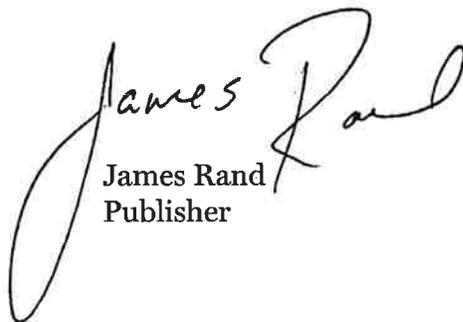
Dear Readers,

We would like to inform you that our last publication for South Lincoln County News will be on October 29th, 2014. On November 5th, all accounts will be transferred to the News-Times.

If your subscription is about to expire, you have a chance to renew with News-Times at the South Lincoln County News rates below.

1 Year In County: \$35.00
1 Year Out of County: \$40.00
1 Year Out of State: \$60.00

If you're in the middle of your subscription or recently renewed, you will receive the News-Times until the original expiration date of your previous account. And you will have a chance to renew to the News-Times at the South Lincoln County rate (listed above) once your subscription is about to expire.


James Rand
Publisher

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 1.04 (GENERAL PROVISIONS) OF THE WALDPORT MUNICIPAL CODE AND DECLARING AN EMERGENCY.

WHEREAS, according to ORS Chapter 193 "Legal Notices" the City of Waldport has a requirement to publish certain notices in a newspaper of general circulation; and

WHEREAS, the City has received notification that South Lincoln County News, identified in Waldport Municipal Code Chapter 1.04, Section 1.03.010 as being the official City newspaper, has discontinued circulation effective as of October 29, 2014; and

WHEREAS, the Newport NewsTimes meets the criteria contained in ORS 193.020 to act as a newspaper of general circulation for the purpose of providing public notices;

NOW, THEREFORE, BE IT ORDAINED AS FOLLOWS:

Section 1. Chapter 1.04, Section 1.04.010 "Official City Newspaper" is hereby amended to read as follows: "The Newport NewsTimes is designated as the official City newspaper of the City of Waldport".

Section 2. Emergency clause. Inasmuch as it is the duty of the City Council to maintain the public health, safety and welfare, and because it is important to implement this amendment as soon as practicable to avoid confusion, and to resolve any issues of which language applies, now, therefore, an emergency is declared to exist and this Ordinance shall go into full force and effect immediately upon its passage and approval.

ADOPTED by the Common Council of the City of Waldport this ____ day of _____, 2014 by the following vote:

AYES ____ NAYS ____ ABSENT ____ ABSTAIN ____

SIGNED by the Mayor this ____ day of _____, 2014.

Susan Woodruff, Mayor

ATTEST:

Reda Q. Eckerman, City Recorder



CITY COUNCIL MEETING AGENDA COVER SHEET FOR DISCUSSION / ACTION

TITLE OF ISSUE: Recreational Marijuana City Tax

REQUESTED BY: City Council

FOR MEETING DATE: November 13, 2014

SUMMARY OF ISSUE:

The City Council adopted Ordinance No. 754 taxing recreational marijuana, and Resolution No. 1191 adopting a zero percent tax rate, at a special meeting on November 3, 2014. Measure 91 passed with a majority vote at the State-wide election on November 4, 2014. Some members of the Council requested that the ordinance be on the agenda at the regular November meeting for further discussion.

STAFF RECOMMENDATION or ACTION REQUESTED:

Review and discuss Ordinance No. 754.

BACKGROUND:

Measure 91 ("Measure" or "Act") allows for the possession, manufacture, sale of marijuana by or to adults, subject to state licensing, regulation and taxation.

Below are key dates for consideration:

- The Act is effective on December 4, 2014 – Section 84.
- Possession or growing marijuana at home is allowed on July 1, 2015, as well as all other provisions in Sections 3 to 80 – Section 82.
- The Oregon Liquor Control Commission ("OLCC") shall adopt rules and regulations for Sections 3 to 70 on or before January 1, 2016 – Section 7(3).
- The OLCC shall begin accepting applications for licenses to produce, process and sell marijuana on or before January 4, 2016 – Section 18.
- The OLCC shall examine or conduct research on the influence of marijuana while driving, and present results or make recommendations to the legislature on whether any amendments to the Oregon Vehicle Code are appropriate on or before January 1, 2017 – Section 7(4).

The Council therefore has time to amend the tax ordinance, and it may be prudent to wait as we ascertain the landscape moving forward with respect to taxation at the State level, as well as any challenges to other local taxing ordinances. One other item to note is that taxes that are distributed by the State are intended to supplement and not supplant existing resources.

Enclosures: Ordinance No. 754

“Exhibit A”

3.06 Marijuana Sales Tax

Sections:

- 3.06.010 Purpose
- 3.06.020 Definitions
- 3.06.030 Levy of Tax
- 3.06.040 Deductions
- 3.06.050 Seller Responsible for Payment of Tax
- 3.06.060 Penalties and Interest
- 3.06.070 Failure to Report and Remit Tax - Determination of Tax by City Manager
- 3.06.080 Appeal
- 3.06.090 Refunds
- 3.06.100 Actions to Collect
- 3.06.110 Violations
- 3.06.120 Confidentiality
- 3.06.130 Audit of Books, Records or Persons
- 3.06.140 Forms and Regulations

3.06.010 Purpose.

For the purposes of this chapter, every person who sells marijuana or marijuana-infused products in the City of Waldport is exercising a taxable privilege. The purpose of this chapter is to impose a tax upon the retail sale of marijuana and marijuana-infused products. Any revenues received from the imposition of this tax will be deposited in the City’s General Fund to offset administrative costs related to the taxation process, law enforcement costs related to drug enforcement, and educational costs related to prevention of substance abuse.

3.06.020 Definitions

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

“City Manager” means the City Manager of the City of Waldport or his/her designee.

“Gross Taxable Sales” means the total amount received in money, credits, property, or other consideration from sales of marijuana and marijuana-infused products that is subject to the tax imposed by this chapter.

“Marijuana” means all parts of the plant of the Cannabis family *Moraceae*, whether growing or not; the resin extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant or its resin. It does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture or preparation of the mature stalks (except the resin extracted therefrom), fiber, oil, or cake, or the sterilized seed of the plant which is incapable of germination.

“Marijuana-infused products” means products infused with usable marijuana that are intended for use, ingestion, or consumption other than by smoking, including but not limited to edible products, ointments, and tinctures.

“Medical Use of Marijuana” means the production, possession, delivery, distribution or administration of marijuana, or paraphernalia used to administer marijuana, as necessary for the exclusive benefit of a person to mitigate the symptoms or effects of the person’s debilitating medical condition.

“Person” means natural person, joint venture, joint stock company, partnership, association, club, company, corporation, business, trust, organization, or any group or combination acting as a unit, including the United States of America, the State of Oregon and any political subdivision thereof, or the manager, lessee, agent, servant, officer or employee of any of them.

“Purchase or Sale” means the retail acquisition or furnishing for consideration by any person of marijuana or marijuana-infused products within the City and does not include the acquisition or furnishing of marijuana by a grower or processor to a seller.

“Purchaser” means any person who acquires marijuana or marijuana-infused products from a seller for any valuable consideration. “Purchaser” does not mean a registry identification cardholder who acquires marijuana or marijuana-infused products for medical use from a dispensary registered by the Oregon Health Authority under ORS 475.314.

“Registry identification cardholder” means a person who has been diagnosed with a debilitating medical condition by an attending physician and for whom the use of medical marijuana may mitigate the symptoms or effects of the person’s debilitating medical condition, and who has been issued a registry identification card by the Oregon Health Authority.

“Retail sale” means the transfer of goods or services in exchange for any valuable consideration and does not include the transfer or exchange of goods or services between a grower or processor and a seller.

“Seller” means any person who is required to be licensed or registered, or has been licensed or registered by the State of Oregon to provide marijuana or marijuana-infused products to purchasers for money, credit, property, or other consideration. “Seller” does not mean a dispensary registered by the Oregon Health Authority under ORS 475.314 to provide marijuana or marijuana-infused products to registry identification cardholders for medical use.

“Tax” means either the tax payable by the purchaser or the aggregate amount of taxes a seller is required to remit during the period for which the seller is required to report collections under this chapter.

3.06.030 Levy of Tax

A. There is hereby levied and shall be paid a tax by every purchaser exercising the taxable privilege of purchasing marijuana or marijuana-infused products as defined in this ordinance. The tax constitutes a debt owed by the purchaser to the City and shall be extinguished only by payment to the seller or to the City.

B. The amount of tax levied shall be established by resolution of the City Council and may be amended or altered from time to time by resolution.

C. The purchaser shall pay the tax to the seller at the time of the purchase or sale of the marijuana or marijuana-infused products.

D. Every seller shall collect the tax from the purchaser at the time of the purchase or sale of the marijuana or marijuana-infused products. The tax collected by the seller constitutes a debt owing from the seller to the City.

3.06.040 Deductions

The following deductions shall be allowed against sales received by the seller providing marijuana:

- A. Refunds of sales actually returned to any purchaser;
- B. Any adjustments in sales which amount to a refund to a purchaser, providing such adjustment pertains to the actual sale of marijuana or marijuana-infused products and does not include any adjustments for other services furnished by a seller.

3.06.050 Seller Responsible for Payment of Tax

A. Every seller shall, on or before the last day of the month following the end of each calendar quarter (in the months of April, July, October, and January) make a report to the City Manager, on forms provided by the City, specifying the total sales subject to this chapter and the amount of tax collected under this chapter. A report shall not be considered filed until it is actually received by the City Manager. If the report is mailed, the postmark shall be considered the date of delivery for determining delinquencies.

B. At the time the report is filed, the full amount of the tax collected by the seller shall be remitted to the City Manager, less the five percent (5%) collection fee as outlined in subsection E of this section.

C. Payments shall be applied in the order of the oldest liability first, with the payment credited first toward any accrued penalty, then to interest, then to the underlying tax until the payment is exhausted. If the City Manager, in his or her sole discretion, determines that an alternative order of payment application would be in the best interest of the City in a particular tax or factual situation, the City Manager may order such a change. The City Manager may establish shorter reporting periods for any seller if the City Manager deems it necessary in order to insure collection of the tax. The City Manager also may require additional information in the report relevant to payment of the liability. When a shorter reporting period is required, penalties and interest shall be computed according to the shorter reporting period. Reports and payments are due immediately upon cessation of business for any reason. All taxes collected by sellers pursuant to this chapter shall be held in trust for the account of the City until remitted to the City Manager. A separate trust bank account is not required in order to comply with this provision.

D. For good cause, the City Manager may extend the time for filing a report or paying the tax for not more than one month. Further extension may be granted only by the City Council. A seller to whom an extension is granted shall pay interest at the rate of one percent (1%) per month on the amount of tax due, without proration for a fraction of a month. If a return is not filed, and the tax and interest due is not paid by the end of the extension period, the interest shall become a part of the tax for computation of the penalties described elsewhere in this chapter.

E. Every seller required to remit the tax imposed in this ordinance shall be entitled to retain five percent (5%) of the total tax due to defray the costs of bookkeeping and remittance.

F. Every seller must keep and preserve in an accounting format established by the City Manager records of all sales made by the seller as well as such other books or accounts as may be required by the City Manager. Every seller must keep and preserve for a period of three (3) years all such books, invoices and other records. The City Manager shall have the right to inspect all such records upon request.

3.06.060 Penalties and Interest

A. Original Delinquency. Any seller 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 percent (10%) of the amount of the tax due in addition to the amount of the tax.

B. Continued Delinquency. Any seller 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 a second delinquency penalty of fifteen percent (15%) of the amount of the tax due plus the amount of the tax and the ten percent (10%) penalty first imposed.

C. Fraud. If the City Manager 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 percent (25%) 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. Interest. In addition to the penalties imposed, any operator who fails to remit any tax imposed by this chapter shall pay interest at the rate of one percent (1%) per month or fraction thereof without proration for portions of a month, on the amount of the tax due, exclusive of penalties, from the date on which the remittance first became delinquent until paid.

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

F. A seller who fails to remit the tax within the required time may petition the City Council for waiver and refund of the penalty or a portion of it. The City Council may, if good cause is shown, waive and direct a refund of the penalty or any portion thereof.

3.06.070 Failure to Report and Remit Tax - Determination of Tax by City Manager

If any seller fails to make, within the time provided in this chapter, any report of the tax required by this chapter, or if the City Manager questions the accuracy of a report, the City Manager shall proceed in such manner as deemed best to obtain facts and information on which to base the estimate of tax due. As soon as the City Manager procures such facts and information as are obtainable, upon which to base the assessment of any tax imposed by this chapter and payable by any seller, the City Manager shall proceed to determine and assess against such seller the tax, interest, and penalties provided for by this chapter. The City Manager shall give a notice of the amount to be assessed by having it served personally or by depositing it in the United States mail, postage prepaid, addressed to the seller so assessed at the seller's last known address. The seller may make an appeal of such determination as provided in section 3.06.080 of this chapter. If no appeal is filed, the City Manager's determination is final and the amount of tax assessed by the City Manager is immediately due and payable.

3.06.080 Appeal

A. Any person aggrieved by any decision of the City Manager with respect to the amount of tax, interest, and penalties owing under this chapter, if any, may appeal to the City Council by filing a notice of appeal with the City Manager within twenty (20) calendar days of the serving or mailing of the tax notice of a decision given by the City Manager.

The City Manager shall fix a time and place for hearing such appeal and shall give the appellant twenty (20) calendar days written notice of the time and place of hearing. The notice of hearing shall be served personally or by depositing in the United States mail, postage prepaid, addressed to the appellant at the appellant's last known address.

B. The parties shall be entitled to appear personally and by counsel and to present such facts, evidence and arguments as may tend to support the respective positions on appeal.

C. The City Council shall hear and consider any records and evidence presented bearing upon the City Manager's determination of the amount due, and make findings affirming, reversing or modifying the determination.

D. Informal disposition may be made of any appeal by stipulation, agreed settlement, consent order, or default.

E. The action of the City Manager shall be stayed pending the outcome of an appeal properly filed pursuant to this section.

F. Failure to strictly comply with the applicable appeal requirements, including but not limited to the required elements for the written notice of appeal and time for filing of the notice of appeal shall constitute jurisdictional defects resulting in the dismissal of the appeal.

G. The findings of the City Council shall be final and conclusive, and shall be served upon the appellant in the manner prescribed above for service of notice of hearing. Any amount found by the City Council to be due shall be immediately due and payable upon the service of notice.

3.06.090 Refunds

A. Whenever the amount of any tax, interest or penalty has been overpaid or paid more than once, or has been erroneously collected or received by the City under this chapter, it may be refunded as provided in subsection B of this section, provided a claim in writing, stating under penalty of perjury the specific grounds upon which the claim is founded, is filed with the City Manager within one year of the date of payment. The claim shall be made on forms provided by the City Manager.

B. The City Manager shall have twenty (20) calendar days from the date of receipt of a claim to review the claim and make a determination in writing as to the validity of the claim. The City Manager shall notify the claimant in writing of the City Manager's determination. Such notice shall be mailed to the address provided by claimant on the claim form. In the event a claim is determined by the City Manager to be a valid claim, in a manner prescribed by the City Manager a claimant may claim a refund, or take as credit against taxes collected and remitted, the amount overpaid or paid more than once, or erroneously collected or received. The claimant shall notify the City Manager of the claimant's choice no later than fifteen (15) calendar days following the date the determination was mailed. In the event the claimant has not notified the City Manager of the claimant's choice within the fifteen (15) calendar day period and the claimant is a seller and still in business, a credit will be granted against the claimant's tax liability for the next reporting period. If the claimant is a seller and no longer in business, a refund check will be mailed to the claimant at the address provided in the claim form.

C. No refund shall be paid under the provisions of this section unless the claimant established the right to a refund by written records showing entitlement to such

refund and the City Manager has acknowledged the validity of the claim. All refunds shall be made from the fund receiving marijuana tax revenues.

3.06.100 Actions to Collect

Any tax required to be remitted by any seller under the provisions of this chapter shall be deemed a debt owed by the seller to the City. Any such tax collected by a seller which has not been remitted to the City shall be deemed a debt owed by the seller to the City. The City may bring an action in the name of the City of Waldport to collect the amount of tax due and owing as well as any penalties and interest. In lieu of filing an action for the recovery, the City of Waldport, when taxes due are more than thirty (30) days delinquent, may submit any outstanding tax to a collection agency. So long as the City of Waldport has complied with the provisions set forth in ORS 697.105, in the event the City turns over a delinquent tax account to a collection agency, it may add to the amount owing a reasonable fee to compensate the City for payment of the collection agency's fees.

3.06.110 Violations

A. It is unlawful for any seller or any other person so required to fail or refuse to furnish any report required to be made, or fail or refuse to furnish a supplementary report or other data required by the City Manager or to enter a false or fraudulent report, with intent to defeat or evade the determination of any amount due required by this chapter.

B. 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. Delinquent taxes, fees, penalties and interest imposed by this chapter may be collected in a civil action.

C. The remedies provided by this section are not exclusive and shall not prevent the City from exercising any other remedy available under the law, nor shall the provisions of this chapter prohibit or restrict the City or other appropriate prosecutor from pursuing criminal charges under State law or City ordinance.

3.06.120 Confidentiality

Except as otherwise required by law, the City shall endeavor not to divulge, release, or make known in any manner any financial information submitted or disclosed to the City under the terms of this section. Nothing in this section shall prohibit:

A. The disclosure of the names and addresses of any person who is operating a licensed or registered establishment from which marijuana is sold or provided; or

B. The disclosure of general statistics in a form which would not reveal an individual seller's financial information; or

C. Presentation of evidence to a court, or other tribunal having jurisdiction in the prosecution of any criminal or civil claim by the City or an appeal from a determination by the City Manager for amount due the City under this chapter; or

D. The disclosure of information when such disclosure of conditionally exempt information is ordered under public records law procedures; or

E. The disclosure of records related to a business' failure to report and remit the tax for regulatory, collections, or enforcement purposes. The City Council expressly finds and determines that the public interest in disclosure of such records clearly outweighs the

interest in confidentiality under ORS 192.501(5).

3.06.130 Audit of Books, Records or Persons

A. It shall be the duty of every seller liable for the collection and payment to the City of any tax imposed by this chapter to keep and preserve, for a period of three (3) years, all records, books, reports, income tax reports and other matters required by this chapter as may be necessary to determine the amount of such tax as the seller may have been liable for the collection of and payment to the City, which records the City Manager shall have the right to inspect upon request. Every seller shall maintain records of marijuana purchase and sales, accounting books, and records of income. Sellers must, at a minimum, maintain a cash receipt and deposit journal, and a cash disbursements journal/check register for all authorized deductions. These records and books shall reconcile to the tax reports and be auditable. If the City Manager finds the books and records of the seller are deficient in that they do not provide adequate support for tax reports filed, or the seller's accounting system is not auditable, it shall be the responsibility of the seller to improve its accounting system to the satisfaction of the City Manager.

B. The City, for the purpose of determining the correctness of any tax return, or for the purpose of an estimate of taxes due, may examine or may cause to be examined by an agent or representative designated by the City for that purpose, any books, papers, records, or memoranda, including copies of the seller's state and federal income tax return, bearing upon the matter of the seller's tax reports. All books, invoices, accounts and other records shall be made available within the City limits and be available at any time during regular business hours for examination by the City Manager or an authorized agent of the City Manager. If any seller refuses to voluntarily furnish any of the foregoing information when requested, the City Manager may immediately seek a subpoena from the Waldport Municipal Court to require that the seller or a representative of the seller attend a hearing or produce any such books, accounts and records for examination.

3.06.140 Forms and Regulations

The City Manager is hereby authorized to prescribe forms and promulgate rules and regulations to aid in the making of reports, the ascertainment, assessment, and collection of the marijuana sales tax, and in particular and without limiting the general language of this chapter, to provide for:

- A. A form of report on sales and purchases to be supplied to all sellers;
- B. The records which sellers providing marijuana and marijuana-infused products are to keep concerning the tax imposed by this chapter.

Public Works Department Report for the month of Aug. 2014

Water Treatment Plant

| | | |
|-------------------|--------------|--------|
| Plant Production: | <u>7.61</u> | MG |
| Rainfall: | <u>10.88</u> | inches |

Wastewater Treatment Facility

| | | |
|----------------|------------|--------|
| Effluent Flow: | <u>5.6</u> | MG |
| Rain: | <u>11</u> | Inches |

Public Works Dept.

| | |
|------------------------------|----------------------------|
| Alarm call outs: | <u>2</u> |
| Locates: | <u>4 sent/ 12 received</u> |
| Sewer plugs: | <u>0</u> |
| Water service installations: | <u>0</u> |
| Sewer connections: | <u>0</u> |
| Water Leaks: | <u>3</u> |

Department General Overview

The public works Dept. has been very busy in October as usual. In addition to their routine maintenance, rounds, street cleaning and plant operations they have been busy with many projects to improve the foundation of the City. They replaced and rerouted a problem sewer lateral to the mainline on Maple Street which was a contributor to added flow for the Treatment plant. This was the second lateral on Maple which was included as a package project earlier this year. The Public Works crew (Darl Kirby) finished up painting the sign in front of City Hall which I strongly urge you to take a look at as we feel it turned out very nice.

Administratively, we just finished up hiring a new operator (Jason McAdoo) and he started Nov. 1st. It took him the month of October to prepare for his arrival due to his relocation from Newport, Washington. He has twelve years of experience in Public Works. We also successfully underwent an OSHA voluntary inspection by an OSHA consultant which is the start to updating our safety program to a current state. The new addition of lighting was installed at the community center and we are continuing organization of our maintenance and scheduling program.

The water plant has been meeting the Disinfection Byproduct Rule by less than 50% of the Maximum Contaminant Limit for the last year which warranted us to cut our DBP testing back from quarterly to annually.

Next month (November) we are currently scheduled to replace a Fire Hydrant on Crestline Drive. After the project is complete, we are planning on having pavers come patch the various project locations in town left over from our work this summer. We are also planning on having them overlay the sinking corner at the West end of Range Drive.

Waldport Public Library 2014 Oregon Public Library Statistical Report

CURRENT YEAR

PREVIOUS YEAR

Part 1 - GENERAL INFORMATION

Call 503-378-5027 early and often for help! See the FAQ at <http://libdev.plinkit.org/faqs-for-state-statistical-reports>.

Remember to update your library's entry in the online library directory if necessary at <http://www.oregon.gov/osl/LD/Pages/directories.aspx> Definitions are linked to question numbers..

| | | | |
|----------------------------------|--|------------------------------|-------------------------------------|
| 1.1 | Official name of library | Waldport Public Library | <i>Waldport Public Library</i> |
| 1.2 | Street address | 460 Hemlock | <i>460 Hemlock</i> |
| 1.3 | City (enter the city ONLY) | Waldport | <i>Waldport</i> |
| 1.4 | Zip | 97394 | <i>97394</i> |
| 1.5 | Mailing address | PO Box 1357 | <i>PO Box 1357</i> |
| 1.6 | City (enter the city ONLY) | Waldport | <i>Waldport</i> |
| 1.7 | Zip | 97394 | <i>97394</i> |
| 1.8 | County | Lincoln | <i>Lincoln</i> |
| 1.9 | Library's main phone number (enter number without dashes or parentheses) | (541) 563-5880 | <i>(541) 563-5880</i> |
| 1.10 | Fax number (If none, leave blank) | (541) 563-6237 | <i>(541) 563-6237</i> |
| 1.11 | Library email address (If none, leave blank) | waldportlibrary@waldport.org | <i>waldportlibrary@waldport.org</i> |
| 1.12 | Web Address (If none, leave blank) | www.waldportlibrary.org | <i>www.waldportlibrary.org</i> |
| 1.13 | Cooperative system membership or affiliation (used only for contact purposes- does not include automation cooperatives) | LCLD | <i>LCLD</i> |
| 1.14 | Was there a boundary change in the legal service area in the last year? Check http://www.pdx.edu/prc/population-annexations | No | <i>No</i> |
| 1.15 | Congressional District (see www.house.gov) | 5 | <i>5</i> |
| 1.16 | Has the library or any of its branches moved or expanded in the last fiscal year | No | <i>No</i> |
| Number of public service outlets | | | |
| 1.17 | Central library | 1 | <i>1</i> |
| 1.18 | Branches | 0 | <i>0</i> |
| 1.19 | Bookmobiles | 0 | <i>0</i> |

| | | | |
|------|------------------------------|-------|-------|
| 1.20 | Other public service outlets | 0 | 0 |
| 1.21 | Number of registered users | 4,234 | 3,806 |

Part 2 - LIBRARY STAFF AS OF JUNE 30, 2014

Call 503-378-5027 early and often for help! See the FAQ at <http://libdev.plinkit.org/faqs-for-state-statistical-reports>

Report figures as of June 30. Include all positions funded in the library's budget whether those positions are filled or not. To ensure comparable data, 40 hours per week has been set as the measure of full-time employment (FTE).

Examples: 60 hours per week of part-time work by employees in a staff category divided by the 40-hour measure equals 1.50 FTE (60/40=1.50 FTE). If a schedule varies wildly by season, use total annual hours worked divided by 2080 to calculate FTE. Use n.c. for not collected, 0 for zero or not applicable.

IMPORTANT NOTE: Report only staff paid from the library budget in Part 3. Do not report volunteers, other non-paid staff, staff paid by other agencies (e.g., Green Thumb) or temporary personnel. Do report plant operations, security, or maintenance staff if paid from the library budget.

| | | | |
|-----|---|------|------|
| 2.1 | Number of librarians with ALA/MLS | 0.00 | 0.00 |
| 2.2 | Number of other persons holding the title of librarian | 1.00 | 1.00 |
| 2.3 | Total librarians (Sum of Lines 2.1 and 2.2) (NOTE: Select the Save button to calculate this question. To change this line, you must first change one of the lines it totals.) | 1.00 | 1.00 |
| 2.4 | Number of all other paid staff | 2.00 | 1.70 |
| 2.5 | Total paid staff (Sum of Line 2.3 and 2.4) (NOTE: Select the Save button to calculate this question. To change this line, you must first change one of the lines it totals.) | 3.00 | 2.70 |

Part 3 - LIBRARY REVENUE FOR 2013-2014

Part 3 is divided into two sections. Report all operating revenue in Section A, excluding capital revenue. Report capital revenue in Section B. Call 503-378-5027 early and often for help! See the FAQ at <http://libdev.plinkit.org/faqs-for-state-statistical-reports>

SECTION A. OPERATING REVENUE

Report revenue used for operating expenditures. Include federal, state, local, or other grants. DO NOT include revenue for major capital expenditures, contributions to endowments, revenue passed through to another library, or funds unspent in a previous fiscal year (e.g. carryover).

This is a statistical count of revenue. This figure may not be the same as the annual budget, and does not need to balance with expenditures. If the city or county contributes sizeable expenses on behalf of the library, but does not show those in the library budget, the library may wish to enter matching revenue and expense for such items.

Please round to the nearest dollar. *The program will fill in dollar signs and commas; there is no need to type them.* Use n.c. for not collected, 0 for zero or not applicable.

Local government sources.

| | | | |
|-----|--|-----------|-----------|
| 3.1 | City | \$56,292 | \$109,493 |
| 3.2 | County | \$0 | \$0 |
| 3.3 | District (Library district, community college district, school district) | \$162,014 | \$166,395 |
| 3.4 | Total local government (Sum of 3.1 to 3.3) (NOTE: Select the Save button to calculate this question. To change this line, you must first change one of the lines it totals.) | \$218,306 | \$275,888 |
| 3.5 | State government sources (e.g., Ready to Read Grants. Count only the amount of Ready to Read grants funds received directly from the State Library, not those distributed through another entity.) | \$1,000 | \$1,000 |

Federal government sources

This includes all federal government funds distributed to public libraries for expenditure by the public libraries, including federal money distributed by the state.

| | | | |
|------|--|-----------|-----------|
| 3.6 | LSTA grants (payments received during fiscal year) | \$0 | \$0 |
| 3.7 | E-rate telecommunications discount (if issued as a check) | \$1,082 | \$852 |
| 3.8 | Other federal funds | \$0 | \$0 |
| 3.9 | Federal government revenue (Sum of 3.6 to 3.8) (NOTE: Select the Save button to calculate this question. To change this line, you must first change one of the lines it totals.) | \$1,082 | \$852 |
| 3.10 | Other operating revenue (include fines and fees, even if they are passed through to another entity, cash gifts (not endowments), private or corporate foundation funds) | \$11,303 | \$5,928 |
| 3.11 | Total library operating revenue (Sum of 3.4, 3.5, 3.9, 3.10) (NOTE: Select the Save button to calculate this question. To change this line, you must first change one of the lines it totals.) | \$231,691 | \$283,668 |

SECTION B. CAPITAL REVENUE

Report all revenue to be used for major capital expenditures. Examples include funds received for a) site acquisition; b) new buildings; c) additions to or renovation of library buildings; d) furnishings, equipment, and initial book stock for new buildings, building additions, or building renovations; e) computer hardware and software used to support library operations, to link to networks, or to run information products; f) new vehicles; and g) and other one-time major projects. Exclude revenue to be used for replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation.

Exclude contributions to endowments, or revenue passed through to another agency (e.g., fines), or funds unspent in the previous fiscal year (e.g., carryover). Funds transferred from one public library to another public library should be reported by the receiving library. Report federal, state, local, and other revenue to be used for major capital expenditures.

| | | | |
|------|--|-----|-----|
| 3.12 | Local government capital revenue | \$0 | \$0 |
| 3.13 | State government capital revenue | \$0 | \$0 |
| 3.14 | Federal government capital revenue | \$0 | \$0 |
| 3.15 | Other capital revenue | \$0 | \$0 |
| 3.16 | Total capital revenue (Sum of Lines 3.12 - 3.15) (NOTE: Select the Save button to calculate this question. To change this line, you must first change one of the lines it totals.) | \$0 | \$0 |

Part 4 - LIBRARY EXPENDITURES IN 2013-2014

Call 503-378-5027 early and often for help! See the FAQ at <http://libdev.plinkit.org/faqs-for-state-statistical-reports>

Part 4 is divided into two sections. Report all standard operating expenses in Section A, excluding capital outlay. Report capital outlay in Section B.

Operating expenditures are the current and recurrent costs necessary to support the provision of library services. Significant costs, especially benefits and salaries, that are paid by other taxing agencies (government agencies with the authority to levy taxes) "on behalf of" the library may be included if the information is available to the reporting agency. The library should add an equivalent amount of revenue if such costs are reported. Only such funds that are supported by expenditures documents (such as invoices, contracts, payroll records, etc.) at the point of disbursement should be included. Do not report the value of donated items as expenditures. Do not report capital expenditures under this category.

SECTION A. OPERATING EXPENDITURES

This is a statistical count of expenditures. It may not be the same as your annual budget, and does not need balance with revenue. Significant costs, especially benefits and salaries, that are paid by other taxing agencies (government agencies with the authority to levy taxes) "on behalf of" the library may be included if the information is available to the reporting agency. The library should add an equivalent amount of revenue if such costs are reported. Capital expenditures are listed on questions in Part 4, Section B. Dollar signs and commas will be filled in by the program; there is no need to type them.

| | | | |
|-----|--|-----------|-----------|
| 4.1 | Salaries and wages | \$88,913 | \$91,257 |
| 4.2 | Employee benefits (includes FICA at 7.65% and Workman's Comp at \$.016 per hour) | \$43,571 | \$45,933 |
| 4.3 | | \$132,484 | \$137,190 |

Total staff expenditures (Sum of 4.1 and 4.2) (NOTE: Select the Save button to calculate this question. To change this line, you must first change one of the lines it totals.)

Library collection

This includes all operating expenditures by the library for materials purchased or leased for use by the public. It includes print materials, electronic materials, and other materials etc. If record keeping does not separate total expenditures by type of material, it is acceptable to use some reasonable methodology to estimate the relative amounts. An estimate is preferable to n.c. (not collected).

| | | | |
|------|---|-----------|-----------|
| 4.4 | Books and other print materials | \$14,014 | \$12,964 |
| 4.5 | Periodicals and other serial subscriptions | \$3,023 | \$2,885 |
| 4.6 | Total expenditure on print materials (Sum of 4.4 and 4.5) | \$17,037 | \$15,849 |
| 4.7 | Electronic materials expenditures (list databases, tutor.com, and Library2Go downloadable expenses here) | \$2,841 | \$1,035 |
| 4.8 | Other materials expenditures (all expenditures on collection not listed above, e.g. media in physical form -DVDs, CDs, books on CD, microforms, kits, new material formats, etc.) | \$7,396 | \$9,804 |
| 4.9 | Total expenditures on collection (Sum of 4.6 + 4.7 + 4.8) (NOTE: Select the Save button to calculate this question. To change this line, you must first change one of the lines it totals.) | \$27,274 | \$26,688 |
| 4.10 | All other operating expenditures (includes binding, non-capital furniture and equipment, building maintenance, ISP fees, cataloging fees and utilities, and all items not included above) | \$63,914 | \$74,441 |
| 4.11 | Total library expenditures (Sum of 4.3,4.9,4.10) (NOTE: Select the Save button to calculate this question. To change this line, you must first change one of the lines it totals.) | \$223,672 | \$238,319 |

SECTION B. CAPITAL OUTLAY

Report major capital expenditures (the acquisition of or additions to fixed assets). Examples include expenditures for a) site acquisitions; b) new buildings; c) additions to or renovation of library buildings;

d) furnishings, equipment, and initial book stock for new buildings, building additions, or building renovations; e) library automation; f) new vehicles; and g) other one-time major projects. Include federal, state, local, or other revenue used for major capital expenditures. Only funds that are supported by expenditures documents (e.g., invoices, contracts, payroll records, etc.) at the point of disbursement should be included. Exclude expenditures for replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation.

NOTE: Your local accounting practices may determine whether a specific item is a capital expense or an operating expense. Even if books are considered capital outlay locally, please report book expense on line 4.4.

| | | | |
|------|---|-----|-----|
| 4.12 | Library construction and related expenditures (incl. building sites) | \$0 | \$0 |
| 4.13 | Capital equipment expenditures (e.g. new automated systems) | \$0 | \$0 |
| 4.14 | Other capital outlay | \$0 | \$0 |
| 4.15 | Total capital outlay (Sum 4.12 to 4.14) (NOTE: Select the Save button to calculate this question. To change this line, you must first change one of the lines it totals.) | \$0 | \$0 |

Part 5 - LIBRARY COLLECTIONS

Call 503-378-5027 early and often for help! See the FAQ at <http://libdev.plinkit.org/faqs-for-state-statistical-reports>

Report library holdings as of the end of the fiscal year, June 30.

This section of the survey collects data on selected types of materials. It does not cover all materials (i.e. microform, scores, pictures, etc.) for which expenditures are reported under Part 4. Under this category report only items the library has acquired as part of the collection and cataloged, whether purchased, leased, licensed, or donated as gifts.

SECTION A - PHYSICAL COLLECTION

Report in Section A items that have physical form. A physical unit is usually a volume, but might also be a disc, cassette, etc. Items which are packaged together as a unit, e.g. two compact discs, and are generally checked out as a unit, should be counted as one physical unit. Do not subtract withdrawn materials from the physical units added figure. The figure reported should represent the total number of materials on June 30. The State Library does not ask you to report the number of materials withdrawn as a separate data element.

Books and other print items

| | | | |
|-----|---------------------------------|--------|--------|
| 5.1 | Number of physical units | 21,819 | 21,593 |
| 5.2 | Number of physical units added. | 1,163 | 998 |

Audio materials

| | | | |
|-----|--|-------|-------|
| 5.3 | Number of physical units (cassettes, records, compact discs, etc.) | 2,126 | 2,127 |
|-----|--|-------|-------|

| | | | |
|-----|---------------------------------|-----|-----|
| 5.4 | Number of physical units added. | 136 | 875 |
|-----|---------------------------------|-----|-----|

Video materials

| | | | |
|-----|--|-------|-------|
| 5.5 | | 2,079 | 2,034 |
|-----|--|-------|-------|

| | | | |
|---|--|---------|--------|
| | Number of physical units (DVDs, Blu-Ray, etc.) | | |
| 5.6 | Number of physical units added. | 419 | 577 |
| Current print serial subscriptions | | | |
| 5.7 | Number of subscriptions | 57 | 46 |
| 5.8 | Number of subscriptions added. | 5 | 1 |
| Other library materials (include uncataloged paperbacks considered part of the permanent collection. Do not count paperback exchanges or checkouts of paperbacks that are not tracked.) | | | |
| 5.9 | Number of physical units | 639 | 636 |
| 5.10 | Number of physical units added | 600 | 600 |
| Totals for the end of fiscal year | | | |
| 5.11 | Number of physical units (Sum of 5.1+5.3+5.5+5.7+5.9) (NOTE: Select the Save button to calculate this question. To change this line, you must first change one of the lines it totals.) | 26,720 | 26,436 |
| 5.12 | Number of physical units added (Sum of 5.2+5.4+5.6+5.8+5.10) (NOTE: Select the Save button to calculate this question. To change this line, you must first change one of the lines it totals.) | 2,323 | 3,051 |
| SECTION B - DIGITAL OR DOWNLOADABLE COLLECTION | | | |
| E-books | | | |
| 5.13 | Number of units (Library2Go statewide listed here) | 30,806 | 25,761 |
| 5.14 | Number of units added (Library2Go statewide listed here) | 5,045 | 4,948 |
| 5.15 | Number of units owned locally or by consortia not part of statewide Library2Go | 116,476 | 0 |
| 5.16 | Number of units owned locally or by consortia added not part of statewide Library2Go | 0 | 0 |
| 5.17 | Total units of e-books (Sum of 5.13 and 5.15) | 147,282 | 25,761 |
| 5.18 | Total units of e-books added (Sum of 5.14 and 5.16) | 5,045 | 4,948 |
| Downloadable Audio Materials | | | |
| 5.19 | Number of downloadable units (Library2Go statewide listed here) | 21,575 | 20,107 |
| 5.20 | Number of downloadable units added (Library2Go statewide listed here) | 1,468 | 1,240 |
| 5.21 | Number of downloadable units owned locally or by consortia not part of statewide Library2Go | 0 | 0 |

| | | | |
|---|---|---------|--------|
| 5.22 | Number of downloadable units owned locally or by consortia added not part of statewide | 0 | 0 |
| 5.23 | Total of downloadable audio units (Sum of 5.19 and 5.21) | 21,575 | 20,107 |
| 5.24 | Total of downloadable audio units added (Sum of 5.20 and 5.22) | 1,468 | 1,240 |
| Downloadable Video Materials | | | |
| 5.25 | Number of downloadable units (Library2Go statewide listed here) | 1,285 | 1,288 |
| 5.26 | Number of downloadable units added (Library2Go statewide listed here) | 0 | 0 |
| 5.27 | Number of downloadable units owned locally or by consortia not part of statewide Library2Go | 0 | 0 |
| 5.28 | Number of downloadable units owned locally or by consortia locally added not part of statewide Library2Go | 0 | 0 |
| 5.29 | Total downloadable video units (Sum of 5.25 and 5.27) | 1,285 | 1,288 |
| 5.30 | Total downloadable video units added (Sum of 5.26 and 5.28) | 0 | 0 |
| Licensed databases through statewide database licensing (Gale and Learning Express) | | | |
| 5.31 | Number of licensed databases | 24 | 24 |
| 5.32 | Number of licensed databases added | 0 | 0 |
| Licensed databases through cooperatives, consortia, or local libraries within the state or region (Freegal goes here) | | | |
| 5.33 | Number of licensed databases | 1 | 10 |
| 5.34 | Number of licensed databases added | 0 | 1 |
| Total licensed databases | | | |
| 5.35 | Total licensed databases (Sum of 5.31 and 5.33) (NOTE: Select the Save button to calculate this question. To change this line, you must first change one of the lines it totals.) | 25.00 | 34.00 |
| 5.36 | Total licensed databases added (Sum of 5.32 and 5.34) (NOTE: Select the Save button to calculate this question. To change this line, you must first change one of the lines it totals.) | 0 | 1 |
| 5.37 | Total digital or downloadable units (Sum of 5.17, 5.23, 5.29, 5.35) | 170,167 | 47,190 |

| | | | |
|------|---|---------|--------|
| 5.38 | Total digital or downloadable units added (Sum of 5.18, 5.24, 5.30, 5.36) | 6,513 | 6,189 |
| 5.39 | Total physical and digital units (Sum of 5.11 and 5.37) | 196,887 | 73,626 |
| 5.40 | Total physical and digital units added (Sum of 5.12 and 5.38) | 8,836 | 9,240 |

Part 6 - LIBRARY SERVICES

Call 503-378-5027 early and often for help! See the FAQ at <http://libdev.plinkit.org/faqs-for-state-statistical-reports>

Hours - Typical schedule of main library

Monday

| | | | |
|-----|------------------|------------|------------|
| 6.1 | Open | 10:00 A.M. | 10:00 A.M. |
| 6.2 | Close | 7:00 P.M. | 7:00 P.M. |
| 6.3 | Total hours open | 9 | 9 |

Tuesday

| | | | |
|-----|------------------|------------|------------|
| 6.4 | Open | 10:00 A.M. | 10:00 A.M. |
| 6.5 | Close | 5:00 P.M. | 5:00 P.M. |
| 6.6 | Total hours open | 7 | 7 |

Wednesday

| | | | |
|-----|------------------|------------|------------|
| 6.7 | Open | 10:00 A.M. | 10:00 A.M. |
| 6.8 | Close | 5:00 P.M. | 5:00 P.M. |
| 6.9 | Total hours open | 7 | 7 |

Thursday

| | | | |
|------|------------------|------------|------------|
| 6.10 | Open | 10:00 A.M. | 10:00 A.M. |
| 6.11 | Close | 7:00 P.M. | 7:00 P.M. |
| 6.12 | Total hours open | 9 | 9 |

Friday

| | | | |
|------|------------------|------------|------------|
| 6.13 | Open | 10:00 A.M. | 10:00 A.M. |
| 6.14 | Close | 5:00 P.M. | 5:00 P.M. |
| 6.15 | Total hours open | 7 | 7 |

Saturday

| | | | |
|------|------------------|------------|------------|
| 6.16 | Open | 10:00 A.M. | 10:00 A.M. |
| 6.17 | Close | 4:00 P.M. | 4:00 P.M. |
| 6.18 | Total hours open | 6 | 6 |

Sunday

| | | | |
|------|------------------|--------|--------|
| 6.19 | Open | closed | closed |
| 6.20 | Close | closed | closed |
| 6.21 | Total hours open | 0 | 0 |

(NOTE: For libraries with branches this question refers to central library only)

| | | | |
|------|---|------|------|
| 6.22 | Total hours in typical week (Note: for libraries with branches this question refers to central library) | 45.0 | 45.0 |
|------|---|------|------|

only) (Sum of 6.3, 6.6, 6.9, 6.12, 6.15, 6.18, 6.21) (NOTE: Select the Save button to calculate this question. To change this line, you must first change one of the lines it totals.

| | | | |
|---|--|--------|--------|
| 6.23 | Public service hours for main library for the fiscal year | 2,250 | 2,255 |
| 6.24 | Number of weeks main library is open (do not subtract for holidays) | 52 | 52 |
| 6.25 | Total annual public service hours for all public outlets for the fiscal year. (sum of 6.23 and 9.15 repeating) | 2,250 | 2,255 |
| 6.26 | Library visits (total annual attendance at all library facilities, including meeting rooms) in the fiscal year. (Please refer to instructions) | 43,278 | 39,315 |
| Circulation of library materials at all facilities for the fiscal year: (NOTE: Do not include books checked out to other libraries on interlibrary loan, or interbranch loans.) | | | |
| 6.27 | Number of first-time circulation of adult materials (Enter n.c. here if using lines 6.34-35, if not able to separate first circulation and renewal, enter all circulation here. | 55,906 | 52,802 |
| 6.28 | Number of renewals of adult materials | 6,932 | 6,097 |
| 6.29 | Number of first-time circulation of young adult (YA) materials (enter n.c. here if using lines 6.34-35) | 466 | 613 |
| 6.30 | Number of renewals of young adult (YA) materials | 110 | 144 |
| 6.31 | Number of first-time circulation of children's materials (enter n.c. here if using lines 6.34-35) | 10,035 | 9,586 |
| 6.32 | Number of renewals of children's materials | 1,679 | 1,723 |
| 6.33 | Number of circulations of electronic materials (record Library2Go here). Includes downloadable e-book, e-audio and e-video that have to be "returned" to the library. Count the circulation of e-book readers with titles loaded on them as one circulation. | 1,947 | 1,909 |
| 6.34 | First-time circulation not separated into adult, YA or children's materials (use this blank ONLY if | | n.c. |

you do not count separate adult and children's materials circulation
-Enter n.c. if using 6.27 - 6.32 instead)

| | | | |
|---|--|-----------|-------------|
| 6.35 | Renewals not separated into adult, YA or children's materials (use this blank ONLY if you do not count separate adult and children's materials circulation - Enter n.c. if using 6.27 - 6.32 instead) | | <i>n.c.</i> |
| 6.36 | Total first-time circulation (adult, YA, children's materials, electronic materials and circulation not broken into material type - sum of 6.27, 6.29, 6.31, 6.33, 6.34) | 68,354.00 | 64,910.00 |
| 6.37 | Total renewals (adult, YA, children's materials and circulation not broken into material type - sum of 6.28, 6.30, 6.32, 6.35) | 8,721.00 | 7,964.00 |
| 6.38 | Total circulation of adult materials (sum of 6.27 and 6.28) | 62,838.00 | 58,899.00 |
| 6.39 | Total circulation of young adult (YA) materials (sum of 6.29 and 6.30) | 576.00 | 757.00 |
| 6.40 | Total circulation of children's materials (sum of 6.31 and 6.32) | 11,714.00 | 11,309.00 |
| 6.41 | Total circulation not separated into adult, YA or children's materials (sum of 6.33, 6.34 and 6.35) | 1,947.00 | 1,909.00 |
| 6.42 | Total circulation for the fiscal year. (Sum of 6.38, 6.39, 6.40, 6.41) (NOTE: Select the Save button to calculate this question. To change this line, you must first change one of the lines it totals.) | 77,075.00 | 72,874.00 |
| 6.43 | Total number OF reference transactions(Please estimate IF actual COUNT NOT available, exclude directional, policy questions OR circulation actions such AS placing holds.This does include individualized computer instruction AND reader's advisory.) | 2,520 | 2,256 |
| Programs or presentations for children sponsored by the library (Please refer to instructions. Note that the program does not have to take place in the library.) | | | |
| 6.44 | Number of children's programs | 121 | 156 |
| 6.45 | Number of persons attending children's programs (adults and children) | 2,278 | 2,267 |

Programs or presentations for young adults sponsored by the library (Please refer to instructions. Note that the program does not have to take place in the library.)

| | | | |
|------|--|-----|-----|
| 6.46 | Number of young adult programs | 17 | 7 |
| 6.47 | Number of persons attending young adult programs (including adults and children) | 228 | 102 |

Programs or presentations for adults sponsored by the library

| | | | |
|------|---|-------|-------|
| 6.48 | Number of programs for adults | 16 | 4 |
| 6.49 | Number of persons attending programs for adults | 233 | 300 |
| 6.50 | Total number of programs (Sum 6.44, 6.46, 6.48) | 154 | 167 |
| 6.51 | Total program attendance (Sum 6.45, 6.47, 6.49) | 2,739 | 2,669 |

Best practices for children's programming (Please refer to instructions)

| | | | |
|------|---|-----|-----|
| 6.52 | Does your library have a summer reading program | Yes | Yes |
| 6.53 | Does your library provide outreach to children and/or families, childcare providers, and preschool teachers | Yes | Yes |
| 6.54 | Does your library provide training in early literacy for parents or childcare providers | Yes | Yes |

Interlibrary loans lent to other libraries (Please refer to instructions)

| | | | |
|------|---|----------|----------|
| 6.55 | Interlibrary loans lent using a shared catalog or automation system (e.g. Sage, LINCC) | 1,218 | 1,181 |
| 6.56 | Interlibrary loans lent to all other libraries not in shared catalog or automation system | 557 | 395 |
| 6.57 | Total loans lent to other libraries (Sum of 6.55 to 6.56) (NOTE: Select the Save button to calculate this question. To change this line, you must first change one of the lines it totals.) | 1,775.00 | 1,576.00 |

Interlibrary loans borrowed from other libraries

| | | | |
|------|--|----------|----------|
| 6.58 | Interlibrary loans borrowed using a shared catalog or automation system (e.g. Sage) | 3,087 | 3,193 |
| 6.59 | Interlibrary loans borrowed from libraries not in shared catalog or automation | 483 | 463 |
| 6.60 | Total loans borrowed from other libraries (Sum of 6.58 to 6.59) (NOTE: Select the Save button to | 3,570.00 | 3,656.00 |

calculate this question. To change this line, you must first change one of the lines it totals.)

Part 7 - OTHER INFORMATION

Call 503-378-5027 early and often for help! See the FAQ at <http://libdev.plinkit.org/faqs-for-state-statistical-reports>

Volunteer services to the library.

| | | | |
|-----|--|-------|-------|
| 7.1 | Total number of volunteers (individuals) | 27 | 28 |
| 7.2 | Total volunteer hours | 1,833 | 2,300 |

Library salary schedule effective for the upcoming fiscal year

Please calculate hourly wages even if staff is paid monthly, weekly or on a salary. Please report up to two decimal places. If the library has a salary range, there is a blank for the number at low end of the range, and one for the number at the high end. If your library does not have such a position, leave the item blank. For organizations without salary ranges, leave the "Low" and "High" items blank and list a figure in the "Fixed Amount" blank. For full-time positions, divide an annual salary by 2080 to calculate the hourly equivalent. Please see the instructions. Do not include the \$ symbol or commas.

7.3 Library Director, hourly salary range

- A. Low:
- B. High:
- C. Fixed Amount: \$21.33 \$20.62

7.4 Assistant Director, hourly salary range

- A. Low:
- B. High:
- C. Fixed Amount:

7.5 Department Head, hourly salary range

- A. Low:
- B. High:
- C. Fixed Amount:

7.6 Senior Librarian, hourly salary range

- A. Low:
- B. High:
- C. Fixed Amount:

7.7 Entry-level Librarian, hourly salary range

- A. Low:
- B. High:
- C. Fixed Amount:

7.8 Library Assistant (para-professional), hourly salary range

- A. Low:
- B. High:
- C. Fixed Amount:

7.9 Library Clerk, hourly salary range

- A. Low: \$11.59 \$10.74

| | | |
|------------------------|---------|---------|
| B. High: | \$19.21 | \$18.56 |
| C. Fixed Amount: | | |
| Library fees and fines | | |

This section is designed for a sampling of the most common fees and fines. It is not comprehensive. Please choose the closest pull-down value to the actual amount.

7.10 Fines for Overdue Books

| | | |
|--|--------|--------|
| A. Fines: | \$0.00 | \$0.00 |
| B. Time period for overdue book fines: | day | day |

7.11 Fines for overdue videos

| | | |
|---|--------|--------|
| A. Fines: | \$0.00 | \$0.00 |
| B. Time period for overdue video fines: | day | day |

7.12 Fines for other overdue material -- type of material

- A. Type of material:
 B. Fines:
 C. Time period for other overdue material fines:

7.13 Charge for interlibrary loan

| | | |
|--------------|--------|--------|
| 7.13 Charge: | \$0.75 | \$0.75 |
|--------------|--------|--------|

7.14 Charge for non-resident borrowing privileges per year

| | | |
|----------------------------|---------|---------|
| A. Charge for individuals: | \$45.00 | \$45.00 |
| B. Charge for family: | \$45.00 | \$45.00 |

| | | |
|---|--------|--------|
| 7.15 Number of circulations made without charge to non-residents in 2013-2014, either as a result of library participation in a federation or cooperative system, or as a result of other agreements between libraries, or for any other reason | 44,925 | 43,068 |
|---|--------|--------|

If the library does not have one of the groups below, leave the relevant items blank. If the groups below do not have a business address for mail, please consider using the library address as their contact address.

Library Board/District Board

| | | |
|--|---|--|
| 7.16 Chair, Library Board or Library District for coming year | Norman Hooker | <i>Norman Hooker</i> |
| 7.17 Name of Board | Board of Trustees Waldport Public Library | <i>Board of Trustees Waldport Public Library</i> |
| 7.18 Board mailing address | PO Box 1357 | <i>P.O. Box 1357</i> |
| 7.19 City | Waldport | <i>Waldport</i> |
| 7.20 Zip code | 97394 | <i>97394</i> |
| 7.21 Phone number (enter number without dashes or parentheses) | | |
| 7.22 President/Chair email | nhooker@casco.net | <i>nhooker@casco.net</i> |

The questions below are optional.

Friends of Library

| | | | |
|------|---|------------------------------------|---|
| 7.23 | Name of friends organization | Friends of Waldport Public Library | <i>Friends of Waldport Public Library</i> |
| 7.24 | Friends mailing address | P.O. Box 605 | <i>P.O. Box 605</i> |
| 7.25 | City | Waldport | <i>Waldport</i> |
| 7.26 | Zip code | 97394 | <i>97394</i> |
| 7.27 | Phone number (enter number without dashes or parentheses) | | |

Library Foundation

| | | | |
|------|---|--|--|
| 7.28 | Name of foundation | | |
| 7.29 | Foundation mailing address | | |
| 7.30 | City | | |
| 7.31 | Zip code | | |
| 7.32 | Phone number (enter number without dashes or parentheses) | | |

Part 8 - LIBRARY TECHNOLOGY

Call 503-378-5027 early and often for help! See the FAQ at <http://libdev.plinkit.org/faqs-for-state-statistical-reports>

| | | | |
|-----|---|-------------------------|--------------------------------|
| 8.1 | Total annual number of uses (sessions) of public Internet computers (<i>If a computer is used for multiple purposes [Internet, word processing, etc.] and Internet users cannot be isolated, report all usage.</i>) | 12,641 | 9,364 |
| 8.2 | Total number of Internet terminals used by general public | 6 | 6 |
| 8.3 | Number of wireless sessions provided by library annually | 2,290 | |
| 8.4 | Type of Internet connection of main library | Fiber Optic | <i>Fiber Optic</i> |
| 8.5 | Internet connection speed of main library | 3.1M-6.0Mbps | <i>3.1M-6.0Mbps</i> |
| 8.6 | Do all library facilities (including branches) have a dedicated Internet connection with a connection speed over 1.5Mbps? | Yes | <i>Yes</i> |
| 8.7 | Vendor of automated system (e.g. III, Evergreen, Polaris, Sirsi/Dynix, Koha, etc.) | Koha | <i>Koha</i> |
| 8.8 | Name of automation consortia library belongs to (e.g. Sage, CCRLS, LINCC, Linn Libraries Consortium, Lane Council of Libraries etc.) | Chinook Library Network | <i>Chinook Library Network</i> |

Part 9 - LIBRARY FACILITIES

Call 503-378-5027 early and often for help! See the FAQ at <http://libdev.plinkit.org/faqs-for-state-statistical-reports>

Please fill out a branch section for each branch or bookmobile. Please update your directory information if needed on the online library directory at <http://www.oregon.gov/osl/LD/Pages/directories.aspx>.

| | | | |
|-----|---|-------|-------|
| 9.1 | Square footage of main library. (NOTE: includes staff areas, enter 04,300 for bookmobiles) | | 4,300 |
| 9.2 | Total system square footage (total of 9.1+ branch sq. ft.) | 4,300 | 4,300 |

NOTE: If the library does not have branches, leave 9.1 blank. Do not relist the main library if it is listed in section 1.

- 9.3 Name of branch
- 9.4 Branch street address
- 9.5 Branch city
- 9.6 Branch zip code (5 digits)
- 9.7 Branch phone number
- 9.8 Branch fax number
- 9.9 Branch square footage
- 9.10 Branch manager last name
- 9.11 Branch manager first name
- 9.12 Branch manager phone number
- 9.13 Branch manager phone extension
- 9.14 Branch manager e-mail address
- 9.15 Public service hours per year at this location
- 9.16 Number of weeks of the year this facility was open
- 9.17 Type of Internet connection of this facility
- 9.18 Internet connection speed of this facility

Part 10 - DIRECTORY INFORMATION

Call 503-378-5027 early and often for help! See the FAQ at <http://libdev.plinkit.org/faqs-for-state-statistical-reports>.

Please update your directory information if needed on the online library directory at <http://www.oregon.gov/osl/LD/Pages/directories.aspx>.

| | | | |
|------|-----------------------------|----------------------|-----------------------------|
| 10.1 | Library Director last name | Tierce | <i>Tierce</i> |
| 10.2 | Library Director first name | Jill | <i>Jill</i> |
| 10.3 | Director's phone number | (541) 563-5880 | <i>(541) 563-5880</i> |
| 10.4 | Phone extension number | | |
| 10.5 | Director's email address | jtierce@waldport.org | <i>jtierce@waldport.org</i> |

The section below is optional. Information in this section will be used in a future upgrade of the online directory. The intent is not to replace an in-house directory, but to provide contact information for people outside the library. Leave items blank if you do not wish to add an entry.

Department Contact

10.6 Department

10.7 Phone number (enter number without dashes or parentheses)

10.8 Phone extension number

Individual Contact (Do not list directors or branch managers)

10.9 Last name

10.10 First name

10.11 Phone number

10.12 Phone extension number

10.13 Email address

10.14 Generic job description

10.15 Additional generic job description

10.16 Actual position title

Part 11 - LIBRARY PROGRESS REPORT

Library Progress Report for past fiscal year - Optional

Please describe any major improvements to facilities, important additions to library staff or collections, significant increases in library support, new services provided, new library technology that might have been acquired, and any new initiatives to cooperate with other libraries below.

11.1 Please report on significant developments in your library this past fiscal year.

Part 12 - STATE USE ONLY

The following are various codes attached at the federal level to public library data. Note that Geographic Codes are based upon U.S. Census definitions. If you suspect a code is in error, please contact the Federal Programs Coordinator at 503-378-5027.

Administrative Entity

| | | |
|-------------------------------------|------------------------------|------------------------------|
| 12.1 Population served | | 6,013 |
| 12.2 FSCS ID | OR0097 | OR0097 |
| 12.3 Interlibrary relationship code | ME - Fed or coop Member | ME - Fed or coop Member |
| 12.4 Legal basis code | CI - City | CI - City |
| 12.5 Administrative structure code | SO - Single outlet, admin in | SO - Single outlet, admin in |
| 12.6 FSCS public library definition | Yes | Yes |
| 12.7 Geographic code | C11 - City exactly | C11 - City exactly |
| Main Service Outlet | | |
| 12.8 Name of main service outlet | Waldport Public Library | Waldport Public Library |
| 12.9 FSCS ID | OR0097 | OR0097 |
| 12.10 FSCS ID sequence number | 002 | 002 |

| | | |
|---------------------------------|--------------|---------------------|
| 12.11 Outlet type code | CE - Central | <i>CE - Central</i> |
| Other Service Outlets | | |
| 12.12 Name of branch (from 9.3) | | |
| 12.13 FSCS ID | | |
| 12.14 FSCS ID sequence number | | |
| 12.15 Outlet type code | | |

Waldport Public Library 2014 Oregon Public Library Statistical Report

Federal Notes
State Notes
Local Notes

Part 1 - GENERAL INFORMATION

No Notes

Part 2 - LIBRARY STAFF AS OF JUNE 30, 2014

No Notes

Part 3 - LIBRARY REVENUE FOR 2013-2014

No Notes

Part 4 - LIBRARY EXPENDITURES IN 2013-2014

No Notes

Part 5 - LIBRARY COLLECTIONS

- | | | | |
|------|--|----------------------|---|
| 5.15 | Number of units owned locally or by consortia not part of statewide Library2Go | State Note: | Ebrary titles within Chinook catalog. |
| 5.16 | Number of units owned locally or by consortia added not part of statewide Library2Go | State Note: | additions not reported only counting |
| 5.33 | Number of licensed databases | Local Note: | worldshare as 1 database |
| | | Federal Note: | only counting Worldshare |

Part 6 - LIBRARY SERVICES

No Notes

Part 7 - OTHER INFORMATION

7.21 Phone number (enter number without dashes or parentheses) **State Note:** bibliostat wants to enter parentheses and dash

Part 8 - LIBRARY TECHNOLOGY

8.1 Total annual number of uses (sessions) of public Internet computers *(If a computer is used for multiple purposes [Internet, word processing, etc.] and Internet users cannot be isolated, report all usage.)* **Local Note:** includes all session types

Part 9 - LIBRARY FACILITIES

No Notes

Part 10 - DIRECTORY INFORMATION

No Notes

Part 11 - LIBRARY PROGRESS REPORT

No Notes

Part 12 - STATE USE ONLY

12.1 Population served **Federal Note:** service population will be provided by OS�

**City of Waldport
2014 LAND USE / BUILDING PERMIT ACTIVITY**

| Date | Application/ Activity | Applicant | Zoning | Tax Map/Lot Location | Description | Status |
|-------------|----------------------------------|------------------|---------------|---------------------------------|--------------------|---------------|
|-------------|----------------------------------|------------------|---------------|---------------------------------|--------------------|---------------|

For the Period September 25, 2014 through November 7, 2014

| | | | | | | |
|----------|------------------------------------|--------------|-----|--|--|-------------------|
| 9/25/14 | Manufactured Home Placement Permit | Leasa Harris | R-1 | 13-12-25AD/1300 1110 Sailfish Lp Ocean Hills | New manufactured home | Approved 9/26/14 |
| 9/25/14 | Building Permit | Leasa Harris | R-1 | 13-12-25AD/1300 1110 Sailfish Lp Ocean Hills | New attached garage | Approved 9/26/14 |
| 10/7/14 | Building Permit | Tim Boyce | R-1 | 13-11-30AB/3200 1240 Rose St | Special inspection (by county) for 1993 addition to single family dwelling | Approved 10/10/14 |
| 10/14/14 | On-site Waste Management Permit | Sonja Bell | R-3 | 13-11-29AB/1304 2150 Lucy Ln Peterson Park | Septic tank replacement | Approved 10/27/14 |

Grant Applications

Lint Slough Trail and Wazyata Beach Access. The City received notice that both projects are on the priority list to receive funding for construction from the Oregon Parks & Recreation Department (OPRD). The OPRD Commission will review and approve the priority funding list in November. OPRD will then prepare the grant Agreements with the City. Construction is anticipated to take place in 2015.

Bridgeview Trail. The Bridgeview Trail/Hwy 101 Seawall project remains on the priority list for funding from the Oregon Department of Transportation (ODOT). The Oregon Transportation Commission will review and approve the priority funding list in December followed by approval from the Federal Highway Administration in January/February. Construction is anticipated to take place in 2016-2017.