

**WALDPOR CITY COUNCIL  
DECEMBER 13, 2018  
MEETING NOTICE AND AGENDA**

*Note: At 1:30 p.m., the Waldport City Council will meet in Executive Session pursuant to ORS 192.660(2)(e): To conduct deliberations with persons designated by the governing body to negotiate real property transactions. Any decisions from that meeting will be made during the regular Council meeting beginning at 2:00 p.m.*

The Waldport City Council will meet at 2:00 p.m. on Thursday, December 13, 2018 in the City Council Meeting Room, 125 Alsea Highway to take up the following agenda:

1. CALL TO ORDER & ROLL CALL
2. MINUTES: *November 8, 2018*
3. PUBLIC COMMENTS/PRESENTATIONS
4. CONSENT CALENDAR: *Abstract of Votes from November 2018 Election; Letter from Paul Virtue re Planning Commission Resignation*
5. DISCUSSION/ACTION ITEMS:
  - A) *Industrial Park Planning & Design Actions*
  - B) *PERS Updates*
  - C) *Other Issues*
6. COUNCIL COMMENTS AND CONCERNS
7. STAFF REPORTS
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 7<sup>th</sup> day of December, 2018 - Reda Q. Eckerman, City Recorder

*(Note: Immediately following the Council meeting, the Councilors will be joining employees, members of the Planning Commission and the Library Board, and other invited guests in a holiday celebration)*

**WALDPOR CITY COUNCIL  
NOVEMBER 8, 2018  
MEETING MINUTES**

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

2. MINUTES: The Council considered the minutes from the October 11, 2018 meeting. Councilor Holland **moved** to approve the minutes as presented. Councilor Dennis **seconded**. Mayor Woodruff noted a misspelling in Section 6, under Council Comments and Concerns, the name of the "Volunteer of the Year" was Carol Dorney, not Corney. The motion to approve the minutes **carried** unanimously.

3. PUBLIC COMMENTS/PRESENTATIONS: Duane Schneider addressed the Council regarding opportunities for cooperation between the business and the art communities in our area. He would like to see a survey of artists in the South County area, and a local project such as an artist co-op involving framing and imaging to provide resources not currently found in the area, and using the artist community to further business enterprises with an emphasis on culture, tourism and catering to an aging population. Lisa Jones, local business owner and President of the Chamber, indicated she supported his efforts. She offered congratulations to the newly elected/reelected officials from the November election, and indicated that the efforts of the Council and City staff are appreciated. Ms. Jones noted that the Chamber is aware of a new business downtown, and is supportive of businesses but concerned about rumors regarding the use. City Manager Kemp responded that the City has not received any plans and everything was just speculation at this point.

Chuck Lerwick, representing Dahl Disposal, addressed the Council regarding asbestos reporting requirements. He noted these requirements are dictated by DEQ, and demonstrated the new construction and demolition waste acceptance form. All solid waste providers in Lincoln County are planning to do a blanket mailing of the new requirements. A brief discussion ensued. Councilor Dennis suggested that the County distribute the asbestos survey along with remodeling and demolition permits.

4. DISCUSSION/ACTION ITEMS:

A. Wastewater Projects and DEQ Financing Opportunity: City Manager Kemp explained that the cost reduction in the proposed loan application was due to the removal of the sewer collection system within the industrial park, as the inclusion of that project could subject those improvements to prevailing wage requirements, which would substantially add to the overall cost. The repayment of the loan would involve participation of directly benefitted properties to reduce the overall costs to ratepayers. A brief discussion ensued regarding the proposed reclaimed water project for the golf course. **Consensus** of the Council was to proceed, and bring the application back in December for approval. It was also suggested that the golf course property owner and the City's engineer might attend the December meeting. Mr. Kemp also noted that the state had a new program to identify regionally significant industrial sites to encourage job creation, and the City is currently reviewing the possibilities.

B. Annual Financial Report for FY 2017/2018: Councilor Cutter noted that the City was very conservative in expenses, according to the statement of activities. He then **moved** to accept the audit. Councilor Holland **seconded**, and the motion **carried** unanimously.

C. Surplus Property Resolution: Following a brief discussion, Councilor Cutter **moved** to adopt Resolution No. 1244. Councilor Holland **seconded**, and the motion **carried** unanimously.

D. Highway 101 Seawall Connection - Consideration of Local Agency Agreement: Councilor Cutter wondered if the City would be able to review the conceptual designs rather than just simply handing over the money, and City Manager Kemp noted that he was concerned that there may be commensurate match for construction costs, along with the proposed 10% match for design services. **Consensus** of the Council was to defer the discussion until ODOT could be present to address the Council's questions and concerns.

E. Other Issues: None.

5. COUNCIL COMMENTS AND CONCERNS: Councilor Cutter reviewed the telecommunications conference in Hood River that he recently attended, noting that Pioneer and Peak are engaging in a second round of infrastructure improvements in 2019. He asked the Council if they were interested in creating an exploratory committee to investigate "fiber to the home" in our area, which could be a great opportunity to improve infrastructure. He would volunteer to be on the committee, along with representatives from local businesses and other organizations. Councilor Holland reviewed the transient room tax program he had suggested, and noted that he will continue looking at other software providers. City Manager Kemp indicated staff will continue to work on this as well. Mayor Woodruff noted that a new rural tourism studio area covering Florence to Lincoln City has been initiated by the Oregon Coast Visitors Association, and there may be opportunities for an art project. The topic of the Small Cities meeting in Newport on the 14<sup>th</sup> will be "Working With ODOT", and Mayor Woodruff invited anyone interested to attend. She also reported on the recent meeting with ODOT regarding the interpretive center.

6. REPORTS: The written reports from the City Manager, Library Director, City Planner and City Recorder were in the packet materials. City Manager Kemp noted that this meeting was the first that was being "live-streamed", due to the efforts of Erich Knudson from "Information Station". Mr. Knudson reported that as of 3:34 p.m., 700 people had seen at least portions of the meeting. Mr. Kemp reminded the Council that they should be considering committee members for the Transportation System planning process, and Councilor Cutter noted that there should be at least one designated ADA representative. He then volunteered to be the Council representative on that committee if no one else had interest. The list will be reviewed again in December. Mr. Kemp reported that there will be additional signage and other improvements on the disc golf course to help address citizen concerns. He also announced that the Open Space deed has been recorded, and the old High School property is now the City's. The last item in his report was that there will be an elected officials workshop in December 6 at the Community Center.

7. EXECUTIVE SESSION: At 3:48 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 an update on the water tank project arbitration.

At 4:40 p.m. the Council reconvened in Open Session.

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

9. GOOD OF THE ORDER: Nothing further.

10. ADJOURNMENT: At 4:41 p.m., there being no further business to come before the Council, the meeting was adjourned.

Respectfully submitted,

Reda Q Eckerman, City Recorder

APPROVED by the Waldport City Council this \_\_\_\_ day of \_\_\_\_\_, 2018.

SIGNED by the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2018.

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Susan Woodruff, Mayor







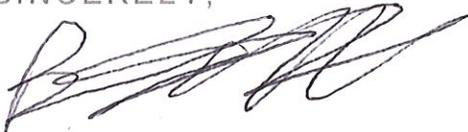
December 5 2018

# CITY OF WALDPORT

ATTN CITY RECORDER, WALDPORT OR 97394

I, Paul A Virtue Sr, resign from the Waldport Planning Commission, effective upon my swearing in to the City Council.

SINCERELY,

A handwritten signature in black ink, appearing to read "Paul A Virtue Sr", written in a cursive style.

PAUL A VIRTUE SR



## **CITY COUNCIL MEETING AGENDA COVER SHEET FOR DISCUSSION / ACTION**

**TITLE OF ISSUE:** Industrial Park Planning & Design Actions

**REQUESTED BY:** City Manager

**FOR MEETING DATE:** December 13, 2018

### **SUMMARY OF ISSUE:**

The City of Waldport ("City") has a large industrial area in the south part of town., which is marginally developed due to lack of infrastructure. To get the site closer to being able to support development, it has been designated as a Regionally Significant Industrial Area ("RSIA"), and the City completed and approved a feasibility study and master plan for the Industrial Park, as well as a wastewater collection system preliminary design report that has been approved by the State Department of Environmental Quality ("DEQ"). City staff and consultants recommend that the next steps involve continuing with infrastructure design work, seeking grant monies.

### **STAFF RECOMMENDATION or ACTION REQUESTED:**

That the City Council of the City of Waldport i) approve submitting grant applications for the Special Public Works Fund and the Local Economic Opportunity fund, ii) approve a City match of \$9,000 for the Special Public Works Fund grant, iii) adopt the Cascades West Economic Development District's Comprehensive Economic Development Strategy (2015-2020), and iv) approve submitting an application for the Regionally Significant Industrial Site program.

Potential impact: \$9,000 from General Fund; if any Urban Renewal funds are requested this matter will be considered at a future meeting of the Urban Renewal Agency.

### **BACKGROUND:**

The City has an existing approximately 150-acre industrially-zoned area that is located along Crestline Drive in the southern part of the city. The area is identified on the attached map. It's marginally improved mostly due to transportation constraints and lack of a connection to the public sewer system. A major prior use was a landfill, which has since been capped and vented. City Council approved a major goal of securing shovel-ready certification for the industrial park.

The site has been designated by the State as a Regionally Significant Industrial Area, and the City has approved a Master Plan for the area, which includes the following main categories:

1. Water
2. Sanitary Sewer
3. Storm Drain
4. Roads

The City Engineer (Westech) has also prepared a Preliminary Design Report for the industrial park wastewater collection system, which includes:

1. Downstream improvements along Crestline Drive, including necessary improvements to reach the treatment plant
2. Pump station inside the industrial area, which will feed the downstream system
3. Pressurized and gravity collection systems inside the area, to the pump station

Last month, the City Council considered the possibility of pursuing low-interest loans for design and construction of the wastewater, with principal amounts approaching \$4 million, which could also involve voluntary non-point sources and other projects in addition to the industrial park sewer, and with undetermined repayment sources. However, after subsequent meetings between staff, the City Engineer, and DigDeep (our strategic financial planning consultant), we determined that it's difficult to pursue loan funding until projects are more well defined and quantified, and overall system and facilities priorities are established.

With that in mind, staff is recommending a change in tactics, as follows:

- Do not proceed with DEQ loan financing applications at this time
- Continue preparing water and wastewater facilities master plans, which are already budgeted, in progress and funding secured. These plans are analyzing and evaluating overall system projects and priorities, and financing strategies
- Seek additional grant funding for specific studies and design work, as described below
- Proceed with financing, including DEQ loans, after plans and design completed

#### Special Public Works Fund ("SPWF") Grant - \$60,000

DigDeep is completing the Business Oregon intake form requesting a \$60,000 grant for the Waldport Industrial Park preferred options study, which requires a 15 percent match, so the City Council is requested to authorize \$9,000. Part of the match may come from Urban Renewal #2. If that is the case, the Urban Renewal Agency will consider this matter at a future meeting.

Below is a synopsis of the project from Westech:

*The proposed work includes the analysis and preliminary engineering work to refine the existing master plan for the Waldport Industrial Park. The outcome of the work will be a preliminary design report that will identify the recommended infrastructure needs for the park and provide detailed cost estimates. The proposed work will include a review of existing facilities, development of design criteria, alternatives analysis where appropriate, and selection of preferred alternatives.*

*Detailed cost estimates will be prepared for the recommended improvements along with phasing recommendations. The infrastructure that will be considered includes sanitary sewer, water, storm drainage, and transportation. The proposed work will not include any environmental or cultural resource evaluations. If needed, these will be done as part of a future work effort.*

Business Oregon confirmed that the City is eligible for a grant to fund the study. The intake form will be reviewed, and the City will be invited to submit the grant application.

#### Local Economic Opportunity Fund (“LEOF”) Grant - \$55,000

The process to submit a grant for LEOF funds is the same as the SPWF grant (submit an intake form which is followed by an invitation to submit a formal grant application).

The LEOF program provides funds for Economic Development and Disaster Resiliency studies. In our case the City’s request for \$55,000 will show the proposed work (evaluate Waldport’s long-term Water Supply – which includes the industrial park – and evaluate regional water supply needs and potential regional water inter-ties to meet water needs in the event of a future water emergency or drought) will meet both program objectives. If the Council approves proceeding with this application, we will proceed on a scope with the City Engineer.

There is no match, but the application needs to be submitted by December 31, 2018, and all funds expended by June 30, 2019. Therefore, this will be a phased approach with grant funding for those phases that can be completed by fiscal year end. Once the intake form is submitted, Business Oregon will review it and send the City an invitation to submit the grant application.

Additionally, this grant requires that the proposed project is part of a Comprehensive Economic Development Strategy (“CEDS”) approved by the City. While the City does not have an adopted CEDS, the Cascades West Economic Development District adopted a CEDS 2015-2020 in September 2015. This document includes jobs and resiliency as basic premise for sustainability, and staff suggests the City approve this as part of the LEOF. Attached is the executive summary and cover page for this report. A copy of the entire document may be found by clicking on the link below, or copying the link into your internet browser:

<http://www.ocwcog.org/wp-content/uploads/2017/09/2015-2021-CEDS-Final-Entire-Document.pdf>

#### Regionally Significant Industrial Site (“RSIS”)

In addition, there is a State of Oregon Industrial Site Readiness Program that involves applying to become a Regionally Significant Industrial Site, or RSIS. This program was briefly introduced at last month’s Council meeting. Staff and DigDeep has had a pre-application meeting with representatives of Business Oregon, who will also be attending today’s meeting. Attached is a working draft of the State’s industrial lands readiness tools, as well as a handout/slideshow prepared by Business Oregon in preparation for today’s meeting. This program is available to reimburse a local agency for monies spent on infrastructure from the time of application, from jobs created and a portion of state income taxes produced on site. This is a very long-term program by its nature, and staff recommends the City apply to become a RSIS.

Attachments: Comprehensive Economic Development Strategy 2015 – 2020 (Summary)  
Industrial Lands Readiness Tools (working draft)  
Industrial Lands Readiness Tools Review (presentation)

# Comprehensive Economic Development Strategy, 2015-2020

Cascades West Economic Development District

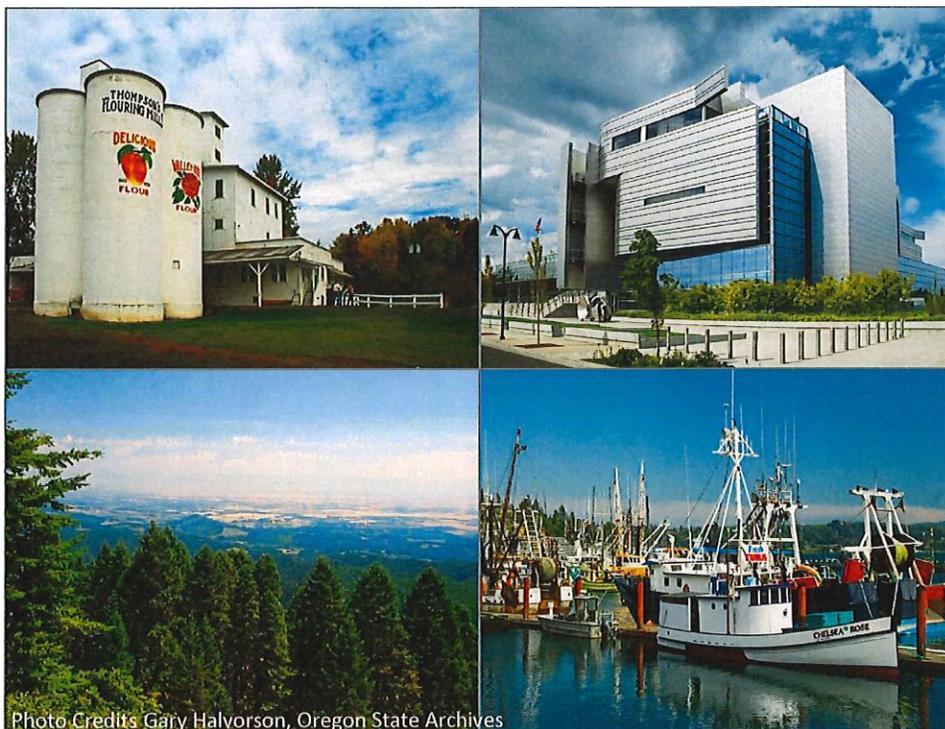


Photo Credits Gary Halvorson, Oregon State Archives

September 2015

Volume I: Basic Plan

Prepared for:  
Cascades West Economic Development District

Prepared by:



# EXECUTIVE SUMMARY

The Cascades West Economic Development District (CWEDD) is designated by the U.S. Department of Commerce Economic Development Administration to work on economic development efforts in Linn, Benton, Lane and Lincoln Counties. The CWEDD advocates for, supports and coordinates regionally significant economic development activities in the region. The District prepared this Comprehensive Economic Development Strategy to guide regionally significant economic development projects and activities over the next five years.

## Regional Economic Vision

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*THE DISTRICT'S PREFERRED FUTURE INCLUDES A GROWING AND DIVERSIFIED ECONOMY WITH RANGE OF EMPLOYMENT OPPORTUNITIES THAT PROVIDE STABLE FAMILY WAGE JOBS, LIFELONG LEARNING AND TRAINING OPPORTUNITIES, SUSTAINABLE NATURAL RESOURCES, INTEGRATED INFRASTRUCTURE, AND COORDINATION AMONG ECONOMIC DEVELOPMENT EFFORTS THROUGHOUT THE REGION.*

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## Goals

- Create partnerships needed for **REGIONAL COLLABORATION**
- Advance economic activities that **INCREASE** access to and provide a range of **EMPLOYMENT OPPORTUNITIES**
- **BUILD** on region's **ENTREPRENEURIAL CULTURE** and assets through collaborative means
- Identify and leverage internal and external funding sources to **FUND** projects that increase the resilience (diversity and redundancy) of **INFRASTRUCTURE** systems throughout the district
- Partner to **CONNECT WORKFORCE** training, education, and entrance opportunities **WITH** workforce **DEMAND**
- **ENHANCE VISIBILITY OF** community assets and accessibility of basic services in **RURAL AREAS**

### What is a CEDS?

"...an economic roadmap to diversify and strengthen Regional economies."

- U.S. Economic Development Administration

## Marketable Strengths

The following lists, grouped by category, present strengths identified during the SWOT analysis.

### Connectivity:

- Direct access to interstate 5
- Multi-use ocean ports for fishing, research and trade
- Local, regional, national and international rail network
- Freight infrastructure

### Culture of Innovation

- Business incubators and accelerators (e.g. Regional Accelerator & Innovation Network, FertiLab)
- Research institutes and higher education institutions
- Proven track record of successful business starts (e.g. Nike, Garage Games, Molecular Probes)

### Supportive Business Climate

- Adaptive and attractive building code processes
- Small business support (e.g. chambers of commerce, Cascades West Financial Services)
- Workforce training centers

### Technical Support

- Councils of Government (LCOG, OCWCOG)
- UO Economic Development Administration University Center
- Multiple economic development related non-profits and foundations

## District-Wide Opportunities

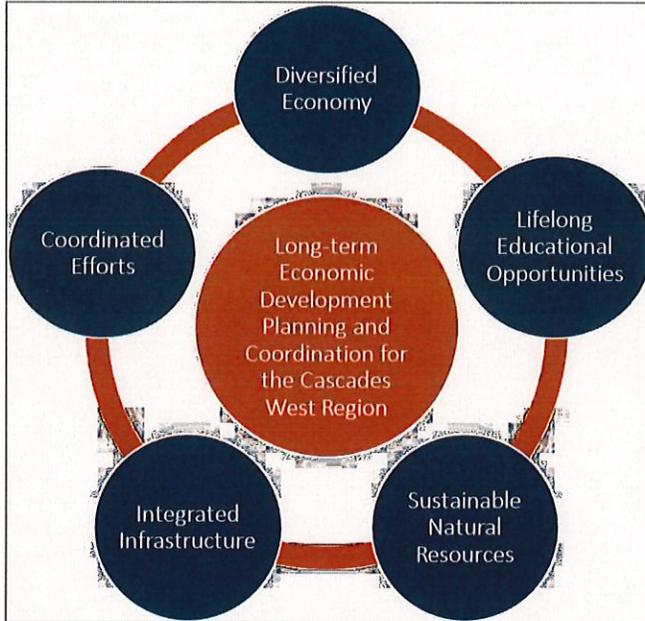
The following lists present opportunities identified during the SWOT analysis.

- Quality of place for growing population segments (i.e. retirees, families, aging baby boomers, climate migrants, etc.)
- Growing trade between US and Asia
- Enterprise zones
- Access to available capital
- Increasing higher education enrollment
- Growing national and international economies
- Workforce training and education
- New and expanding markets (e.g. value-added forest products, marijuana, tourism, craft beer and wine, etc.)
- 'Green business'
- Renewable energy
- 'Lay-down' areas for multi-modal freight transfers
- California and Washington markets
- Growing national and international economies

## Guiding Principles

Guiding principles provide structure for the plan update process. Figure S-1 shows the guiding principles agreed upon by the OCWEDD board for the 2015 CEDS update.

**Figure S.1: 2015-2020 CEDS Guiding Principles**



Source: Community Planning Workshop

## Implementation Structure

The implementation structure outlines the District's approach to achieving its vision. The 2015-2020 CEDS Action Plan is structured as follows:

- **Goals:** The goals are broad statements that describe the District's overarching aspirations for economic development in the region.
- **Objectives:** Objectives are closely tied to goals. They describe specific and measurable milestone to work towards in order to achieve each goal.
- **Strategies:** A strategy describes a plan of action and approach designed to achieve each objective.
- **Actions:** Actions describe the specific steps needed to implement the listed strategy.

**Figure S.2: 2015 CEDS Action & Implementation Plan**



Source: Community Planning Workshop

# Oregon's Industrial Lands Readiness Tools - WORKING DRAFT



Phase	Program	Grant/Loan/ Service	Lead Agency	Notes
Supply	Inventory	Service	Business Oregon Department of Land Conservation & Development	This is a master list of all industrial lands in the state from 2015 and categorized into readiness tiers.
Supply	Inventory	Service	Business Oregon	Mill site collective impact initiative with Biz OR, DEQ, Oregon Health Authority and DLCD.
Readiness	Regionally Significant Industrial Sites	Income Tax Reimbursement & Loans	Business Oregon	State income tax reimbursements post development plan implementation to public entities
Readiness	Shovel Ready Certification	Service	Business Oregon	4th party review of due diligence for 6 month development ready sites, grants for public entities, not free for private owners
Readiness	Special Public Works Fund	Loan/grant	Business Oregon	Planning grants of up to \$60K, max at 85% of total project cost for master planning or technical assistance such as getting the site certified shovel ready; award to public entities
Readiness	Brownfields	Loan/grant	Business Oregon	Technical assistance projects up to \$60K; Integrated planning projects up to \$25K
Readiness	Immediate Opportunity Fund	Grant	Oregon Dept. of Transportation	Road improvement grants of up to \$500K to make a site certified "project ready"; preparation of a Regionally Significant Industrial Area, max \$1 M per project to comprehensively address transportation needs; award to public entity
Market	Oregon Prospector	Service	Business Oregon	Website that allows site selection analysis by generating site-specific reports on demographics, workforce, competitors and consumer spending with GIS mapping features or submit a request to the state; also it allows owners and communities to market their sites and identify shovel ready site.
Develop	Special Public Works Fund	Loan/grant	Business Oregon	Loans at market rate, max \$10 M, grants for traded sector jobs at max 5K per job and max \$500K. Award to public entities
Develop	Immediate Opportunity Fund	Grant	Oregon Dept. of Transportation	Job retention/creation, key industries, primary jobs, locate or expansion hinges on road construction, max \$1 M per project, revitalization of industrial centers for road improvements, max \$250K per project, award to public entity
Develop	Industry Competitiveness Fund	Grant	Business Oregon	Company must be traded sector, max 50% of project costs, award to company.
Develop	Oregon Transportation Infrastructure Bank	Loans	Oregon Dept. of Transportation	See ODOT for details <a href="https://www.oregon.gov/ODOT/About/Pages/Financial-Information.aspx">https://www.oregon.gov/ODOT/About/Pages/Financial-Information.aspx</a>

Develop	Financing Products	Loans & credit enhancements	Business Oregon	Direct loans that leverage private capital and provides incentives for businesses to expand or locate in Oregon, loan guarantees to financial institutions in order to increase capital availability to small businesses.
Replenish	Economic Opportunity Analysis	Service	Department of Land Conservation & Development	20-year supply of industrial and employment land in comprehensive plans for areas inside urban growth boundaries. These analyses in response to statewide land use planning Goal 9 (Economic Development) are called Economic Opportunity Analyses. They are defined generally by rule and are meant to focus on jurisdictions providing a *suitable* suite of employment lands for their location and target industries.

Disclaimer: This working draft of information is being compiled by Business Oregon for OEDA on 10/8/2018.  
Please speak with your Business Oregon Regional Development Officer for the latest and greatest information regarding your project and needs.

# Industrial Lands Readiness Tools Review

A discussion with the city of Waldport and Daniel Holbrook, AICP



## Industrial Lands Tools



# Industrial Site Readiness Program

## Regionally Significant Industrial Site (RSIS)

- Industrially zoned or planned and significant before/after readiness
- Money = state income tax reimbursement + loan (not funded)
- Investment with *public funds* on either public and/or privately owned sites; both on and off-site
- 25 FTEs Rural/50 FTEs Urban at 150% of average wage
- Annual 50% state income tax reimbursement for 100% of eligible costs
- Max of \$10 million reimbursements per year for all RSIS sites

## 2019 Legislative Proposals

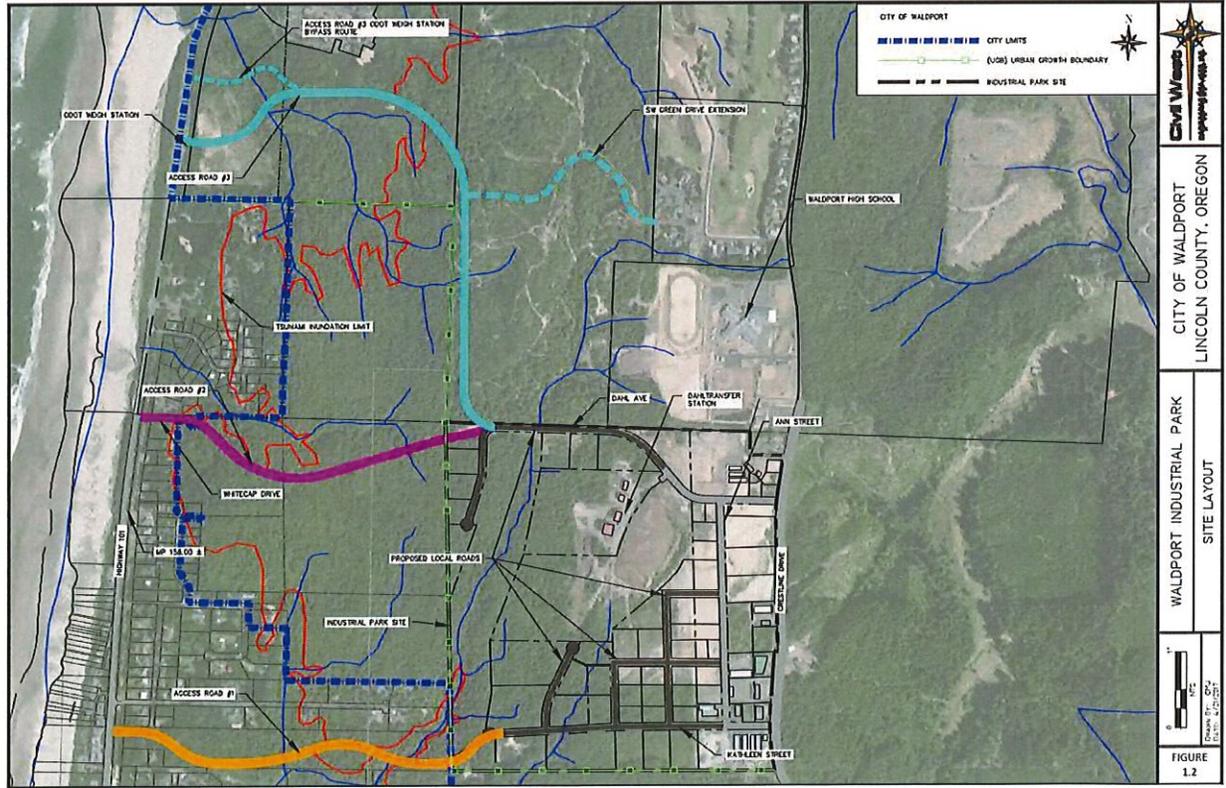
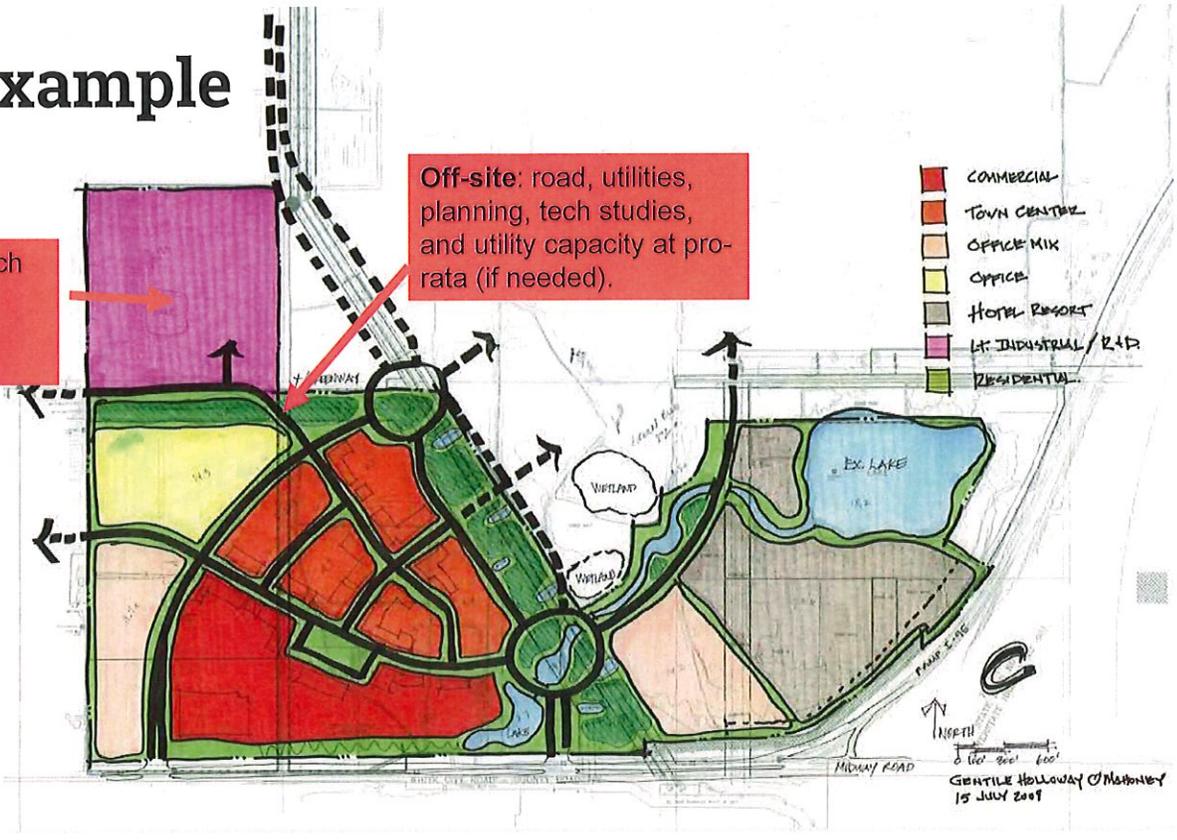
- Capitalization (\$5M) for loans in FY 2019-21
- Reduce 150% wage threshold to 130%
- Allow aggregated jobs per site v. jobs per employer for threshold
- Allow private sector reimbursement

# RSIS Example

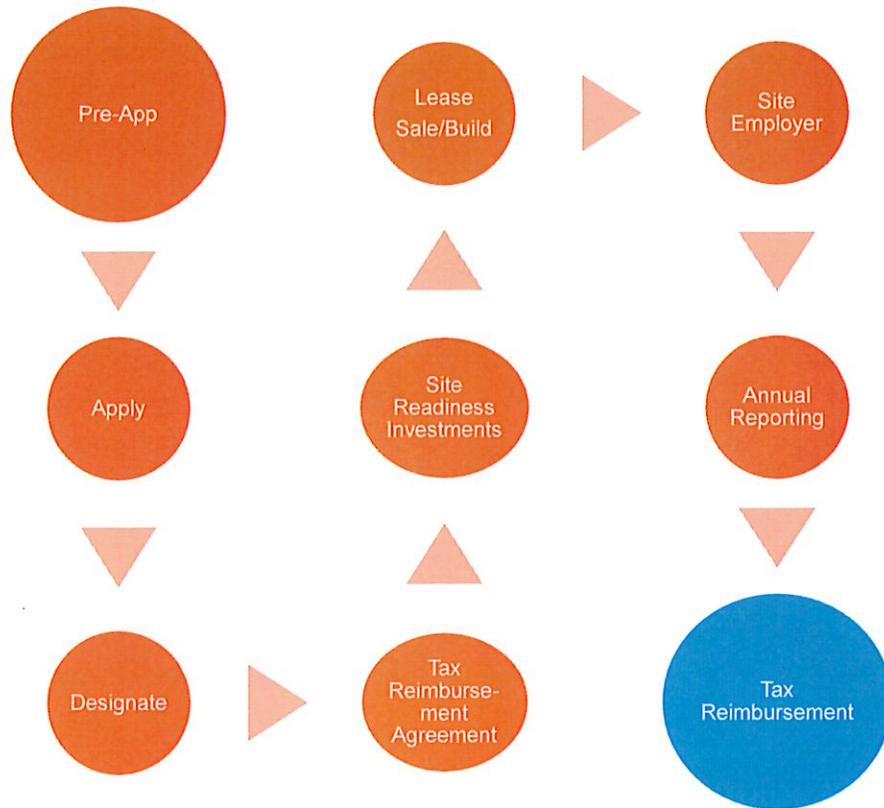
**On-site:** planning, tech studies, grading, drainage, SDCs, & wetland mitigation.

**Off-site:** road, utilities, planning, tech studies, and utility capacity at pro-rata (if needed).

- COMMERCIAL
- TOWN CENTRE
- OFFICE MIX
- OFFICE
- HOTEL RESORT
- LT INDUSTRIAL / R+D
- RESIDENTIAL



# RSIS Process

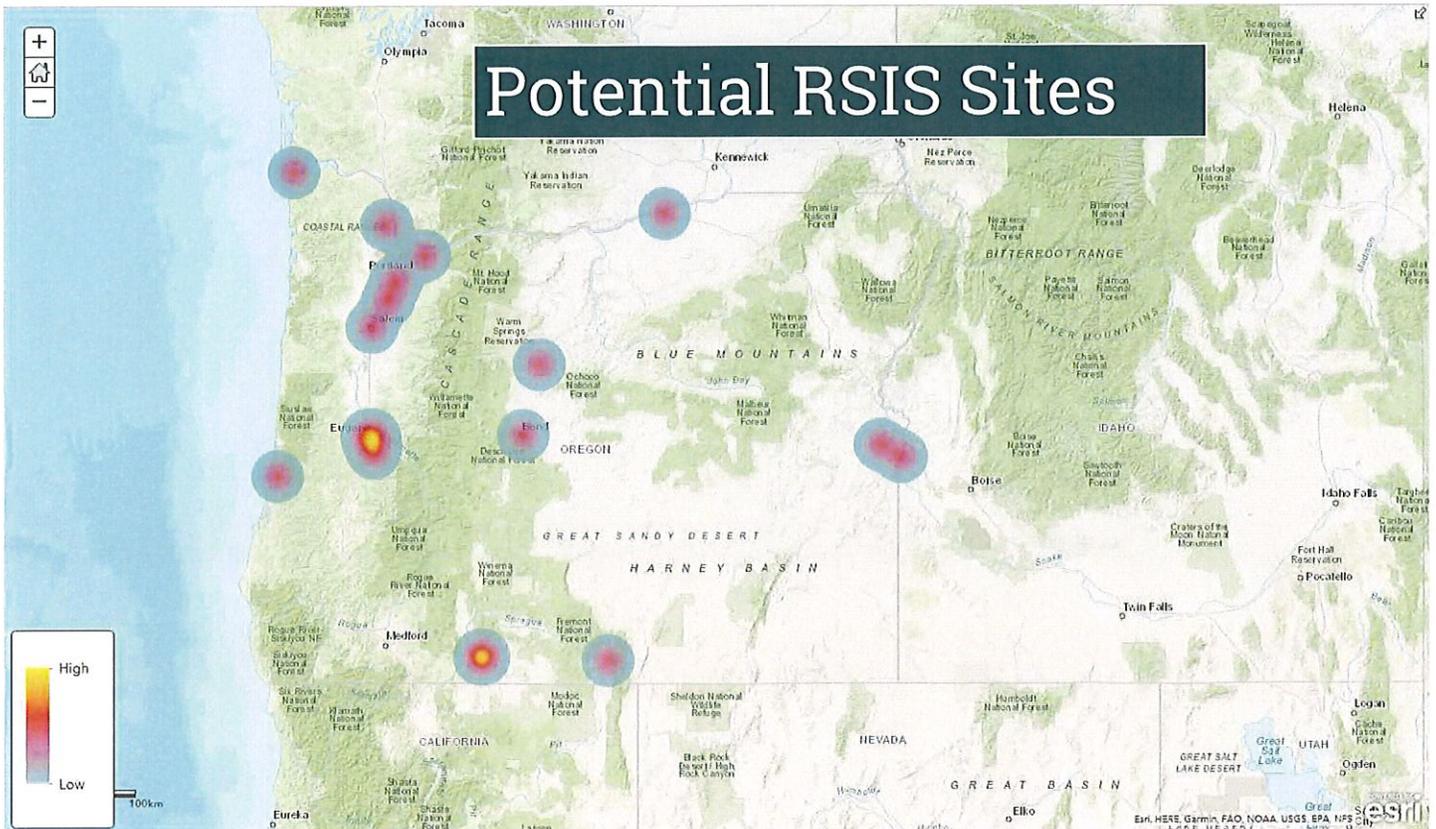


## Tax Reimbursement Scenario

Reimbursement threshold = 25/50 jobs paying 150% of state or county average wage whichever is lower

### RSIS Scenario

	Average Annual Wages (AAW)	150% AAW	Estimated taxes per job	50% availability	x 25 jobs	x 50 jobs	Years to pay off principal with 200FTE
Oregon	\$49,467	\$74,201	\$3,636	\$1,818	\$45,448	\$90,896	12
<b>Lincoln County</b>	<b>\$36,730</b>	<b>\$55,095</b>	<b>\$2,700</b>	<b>\$1,350</b>	<b>\$33,746</b>	<b>\$67,491</b>	<b>17</b>
<b>Site Readiness Expenses:</b>							
Roads	\$4,500,000						
Wetland Mitigation							
Water/Sewer							
<b>Total</b>	<b>\$4,500,000</b>						



# Contact Info:

**Daniel Holbrook, AICP**  
**Industrial Lands Specialist**  
[daniel.l.holbrook@oregon.gov](mailto:daniel.l.holbrook@oregon.gov)  
**(503) 877-7006**

<https://www.orinfrastructure.org/Infrastructure-Programs/Industrial-Development/RSIS/>





## **CITY COUNCIL MEETING AGENDA COVER SHEET**

**TITLE OF ISSUE:** PERS Updates

**REQUESTED BY:** City Manager and City Accountant

**FOR MEETING DATE:** December 13, 2018

### **Summary:**

City received the Actuarial Valuation Report for 2017. Effective July 1, 2019, employer rates for the City of Waldport are 15.20% for Tier 1/Tier 2 (**T1/T2**) and 7.83% for OPSRP, and increase over current rates. City of Waldport's Schedule of Funding Progress for T1/T2 shows 100% funded and OPSRP was 73% as of 12/31/2017.

Senate Bill (**SB**) 1529 establishes and appropriates an estimated \$25 million to the Employer Incentive Fund (**EIF**), which is available to assist PERS employers in meeting their state mandated obligations. SB 1566 establishes eligibility criteria for the EIF. The match rate is up to 25 percent of a PERS employer's contribution. All PERS employers are eligible to receive matching funds; however, an employer must have an approved Unfunded Actuarial Liability Resolution (**UALR**) plan. The PERS agency is tasked by the bill with developing rules and technical assistance for agencies to develop their UALR plans. An employer must make a minimum contribution of \$25,000 or 25 percent of UAL, whichever is less.

### **Staff Recommendation or Action Requested:**

Review PERS funding status and contribution rates. Consider new legislation.

### **Background**

The City of Waldport contributes to the Oregon Public Employees Retirement Fund. The City is not a member of a State Local Government Rate Pool (**SLGRP**). Non-pooled employers participate in two plans. One is an agent multiple employer pension plan for purposes of T1/T2 PERS pension liabilities. The other is a cost sharing plan for purposes of the Oregon Public Service Retirement Plan (**OPSRP**). When the 2003 legislature enacted OPSRP, that legislation included the requirement that all employers be pooled for the OPSRP member employees.

Both T1/T2 and OPSRP are defined benefit plans, providing a life pension based upon number of years of service and final average salary. Public employees also have an Individual Account Program (**IAP**), which is a defined contribution plan.

*From 1970 to funding came earnings. Annual are the major employer*

*The assumed used to estimate investment the present value liabilities, credit earnings, and*

*member benefits. If investment returns are lower than the assumed rate, employer rates must increase to recover the increase in unfunded liabilities. If investment returns are above the system's assumed rate of return, they reduce the unfunded liabilities and the resulting rates.*

**Funding sources (1970-2015)**  
 Money for benefit payments comes from three sources



*2015, 73% of PERS from investment investment returns factor that drives contribution rates.*

*earnings rate is long term returns, determine of assets and some investment calculate some*

**2017 Actuarial Valuation Report**

Actuarial valuations of an ongoing plan involve estimates of the value of projected benefits and assumptions about the probability of events far into the future. Actuarially determined amounts are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future. The actuarial term Unfunded Actuarial Liability (UAL) is equivalent to the accounting term Net Pension Liability (NPL).

An excerpt from City of Waldport's 2017 Actuarial Valuation Report (**Attachment A**) shows T1/T2 is estimated to be 100% funded as of 12/31/2017. Funding status for the OPSRP rate pool shows 73% funded as of 12/31/2017. *The decline in OPSRP funded status comes from a change in the cost method (mandated by GASB 68 in 2012) assigning a significantly larger share of benefits to past service for a relatively new plan, which increased the actuarial accrued liability.*

Actuarial Valuation for	12/31/2013	12/31/2014	12/31/2015	12/31/2016	12/31/2017
Assumed rate of return for valuations	7.75%	7.50%	7.50%	7.20%	7.20%
Asset investment returns (YTD)	15.59%	7.29%	2.11%	6.88%	15.39%
T1/T2 UAL (Asset) - city	(496,409)	(259,783)	31,798	264,647	5,021
T1/T2 Funded Status - city	115%	108%	99%	93%	100%
OPSRP UAL – system wide in millions	2,243	3,064	3,743	1,696	1,518
OPSRP Funded Status – system wide	73%	66%	64%	64%	73%
Actuarial Valuation for	12/31/2013	12/31/2014	12/31/2015	12/31/2016	12/31/2017
Estimates Net Pension Liability of	164,348	304,346	445,934		
In city's Audit Report for	FYE 2016	FYE 2017	FYE 2018	FYE 2019	FYE 2020

Rates and employer contributions have increased because of poor investment earnings during the recent recession and market volatility. Another cause for the recent increase in employer contribution rates was the reduction of the discount rate (investment return assumption) from 8.00% in 2012 to 7.2% in 2017. Lowering the assumed return rate would increase employer contribution rates and may achieve higher funded status depending upon investment earnings.

Large contribution rate increases adopted for 2017-2019 biennium reflect the Oregon Supreme Court's *Moro* decision that reversed legislative (SB 861) benefit reductions. In April 2015, the Oregon Supreme Court held that most of the changes to PERS cost of living adjustments made by the 2013 legislature unconstitutionally impaired PERS members' contract rights.

***The actuarial valuation for 12/31/2015 was used to estimate the city's NPL in the audit report for fiscal year ending 6/30/2018. There is a 30 month time lag of data! The city's T1/T2 UAL of \$31,798 and the city's proportion of the system wide OPSRP UAL of \$3,743 million for 12/31/2015 resulted in an estimated NPL of \$445,934 for fiscal year ending 2018.***

Individual employer rate changes can vary from behavior of system average results for several reasons including employer demographic changes, changes in payroll significantly different than assumed, and side accounts. ***The following table shows Waldport's active employee demographics have shifted from T1/T2 to OPSRP. Attachment B shows Waldport T1/T2 demographics from the 2017 Actuarial Valuation.***

Actuarial Valuation	12/31/2013	12/31/2014	12/31/2015	12/31/2016	12/31/2017
# of active T1/T2 employees	9	7	6	5	5
# of active OPSRP employees	6	7	10	11	11
T1/T2 payroll	482,783	360,598	318,387	275,443	289,140
OPSRP payroll	169,121	275,850	440,672	508,796	532,480

**Employer Rates**

Employers fund the benefits earned by their employees by paying contributions rates set by the PERS Board, expressed as a percentage of covered payroll, intended to accumulate sufficient assets to pay benefits when due. The PERS Board set employer contribution rates every two years. Those rates include the cost of benefits earned by employees for ongoing service ("normal cost"), as well as the rate to recover any unfunded portion of benefits earned so far ("UAL rate"). The UAL rate is determined by using a period to recover those unfunded liabilities, T1/T2 uses a 20 year period and OPSRP uses a 16 year period. Below are City rates:

FYE	T1/T2 Rates	OPSRP Rates	IAP Rate	Total Paid to PERS	Covered Payroll	PERS / Payroll
2013	8.74	5.49	6.00	99,122	705,690	14.0%
2014	7.59	2.84	6.00	81,010	655,695	12.4%
2015	7.59	2.84	6.00	74,989	659,905	11.4%
2016	8.83	3.03	6.00	86,292	756,970	11.4%
2017	8.83	3.03	6.00	88,854	800,362	11.1%
2018	12.46	5.07	6.00	112,763	843,890	13.4%

**Effective July 1, 2019, employer rates for the City of Waldport are 15.20% for T1/T2 and 7.83% for OPSRP, an increase over current rates.** The normal cost rates for each of the payrolls are based on the benefit structure supported by that payroll. The other rates apply to all payrolls regardless of the benefit structure to which they are attributed.

City of Waldport Rates  
for the 2019 – 2021 Biennium

Pension	T1 / T2	OPSRP
Normal Cost	15.71%	8.40%
T1 / T2 UAL	-2.02%	-2.02%
OPSRP UAL	1.45%	1.45%
Side Account Rate Relief	0.00%	0.00%
Retiree Healthcare	0.06%	0.00%
Contribution Rate	15.20%	7.83%

### New Legislation

Governor Kate Brown appointed a special task force to lop \$5 billion off the Oregon Public Employees Retirement System’s unfunded liability without touching government workers’ retirement benefits. In examining solutions to reduce the PERS liability, the task force focused on state assets and ongoing concerns, dedication of one-time and unexpected funds coming to the state, and direction of one-time and unexpected local government funds to paying down the UAL.

SB 1067, as part of an omnibus bill, set a limit of \$50 million on the amount the OPERS board may allocate to the contingency reserve account. Any amount above that will be used to reduce liabilities. SB 1067 also reforms the employer side-account statute, providing additional options for payment of liabilities. An excerpt from the PERS website, Side Accounts by the Numbers (**Attachment C**), provides some information, but has not been updated as yet for the new legislation.

SB 1529 establishes and appropriates money to the Employer Incentive Fund (**EIF**), which will be used to assist PERS employers in meeting their state mandated obligations. Monies generated in this bill for the EIF result from re-connecting Oregon’s tax code to the federal tax changes made in late 2017. Eighteen percent of the total amount raised by this bill is dedicated to the EIF, and the Legislative Revenue Office projects that the fund will receive \$25 million as a result.

SB 1566 establishes eligibility criteria for the EIF established in SB 1529. The match rate is up to 25 percent of a PERS employer’s contribution. All PERS employers are eligible to receive matching funds; however, an employer must have an approved Unfunded Actuarial Liability Resolution (**UALR**) plan. The PERS agency is tasked by the bill with developing rules and technical assistance for agencies to develop their UALR plans. An employer must make a minimum contribution of \$25,000, and the maximum amount to be matched is up to 5 percent of the employer’s UAL or \$300,000, whichever is greater. The employer must apply to reserve matching funds by no later than December 31, 2019, and lump sum payments must be made by July 1, 2023. Contributions generated from debt financing are not eligible to receive a match. Employers with unfunded actuarial liabilities of more than 200 percent of their PERS eligible payroll will be eligible for the first 180 days after enactment of the bill. **After 180 days the fund becomes open to all other employers up to the amount remaining in the EIF.** Waldport’s UAL is roughly 50% of PERS eligible payroll.

PERS is currently developing the application process for the EIF. Once Board approved, the application process will be posted to the website so employers can plan accordingly. In the meantime, the Board approved a temporary rule that allows employers to make a lump sum payment now that can be considered for the EIF when the application process begins. Making a lump sum payment now does not give an employer priority once the application process begins but it does allow the employer to start earning interest on their lump-sum payment while waiting for legislation to be updated. Employers must participate in the UALR Program, based on parameters being developed in 2019.

**An Example for Waldport**

				Assuming 7.2% rate of return:		
				FYE	Without Match	With Match
UAL for FYE 2018:			445,934			
Lesser of 25% of UAL or \$25,000:			25,000			
Allocation to Funds based upon PERS contributions for FYE 2018:				2019	25,000	31,250
				2020	26,800	33,500
				2021	28,730	35,912
				2022	30,798	38,498
Public Works	57,106	51%	12,661	2023	33,016	41,269
General Fund	55,657	49%	12,339	2024	35,393	44,241
Total Paid to PERS	112,763	100%	25,000	2025	37,941	47,426
				2026	40,673	50,841
Side Account as % of Covered Payroll for FYE 2018:			3%	2027	43,601	54,501
				2028	46,740	58,426

**Attachments**

- A. Schedules of Funding Progress from City of Waldport's 2017 Actuarial Valuation
- B. Waldport T1/T2 Demographics from 2017 Actuarial Valuation
- C. Side Accounts by the Numbers

**References**

- [www.oregon.gov/pers/pages/financials/actuarial-financial-information.aspx](http://www.oregon.gov/pers/pages/financials/actuarial-financial-information.aspx)
- [www.oregon.gov/gov/policy/Pages/PERS-UAL-TASK-FORCE.aspx](http://www.oregon.gov/gov/policy/Pages/PERS-UAL-TASK-FORCE.aspx)
- [www.oregon.gov/pers/EMP/Pages/Employer-Rate-Relief-Programs.aspx](http://www.oregon.gov/pers/EMP/Pages/Employer-Rate-Relief-Programs.aspx)

# Executive Summary

## Accounting Information

Milliman is not an accounting or audit firm and cannot provide accounting advice. Milliman is not responsible for the interpretation of, or compliance with, accounting standards; citations to, and descriptions of accounting standards provided in this report are for reference purposes only. The information provided in this section is intended to assist the employer in completing its financial statements, but any accounting determination should be reviewed by your auditor.

## Pension

In June 2012 the GASB issued Statement No. 68, which replaced GASB 27 and governs employer financial reporting for fiscal years beginning after June 15, 2014. The new standard replaced many of the key elements of the prior reporting requirements. Under the new rules, employers are required to record a balance sheet liability for their unfunded pension obligations. In addition, the timing and coordination of plan and employer reporting has changed under the new requirements. GASB 68 information for employers will be provided separately by PERS and is not included in this report.

## Schedule of Funding Progress

Under GASB 27, the **Schedule of Funding Progress for Tier 1/Tier 2 pension liabilities** was reported in the Required Supplementary Information. This schedule is no longer required now that GASB 68 has replaced GASB 27. However, for additional information and the sake of historical comparison, the updated schedule is shown below for the last several valuations. For employers with side accounts, the actuarial value of assets in this Schedule includes the value of the employer's side accounts.

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) (b)	Unfunded AAL (b - a)	Funded Ratio (a ÷ b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll ((b-a) ÷ c)
12/31/2012	\$3,384,024	\$3,149,005	(\$235,019)	107%	\$689,451	(34%)
12/31/2013	3,784,497	3,288,088	(496,409)	115%	651,864	(76%)
12/31/2014	3,599,425	3,339,642	(259,783)	108%	636,448	(41%)
12/31/2015	3,514,763	3,546,561	31,798	99%	759,059	4%
12/31/2016	3,536,625	3,801,272	264,647	93%	784,239	34%
12/31/2017	3,947,584	3,952,605	5,021	100%	821,620	1%

# Executive Summary

## Principal Valuation Results (continued)

### OPSRP

(\$ in millions)	Actuarial Valuation as of	
	December 31, 2017	December 31, 2016
General service normal cost	\$435.7	\$402.9
OPSRP general service valuation payroll	5,187.5	4,746.4
General service normal cost rate	8.40%	8.49%
Police and fire normal cost	\$86.6	\$80.6
OPSRP police and fire valuation payroll	664.5	609.4
Police and fire normal cost rate	13.03%	13.22%
Actuarial accrued liability	\$5,634.7	\$4,717.0
Actuarial asset value	4,116.5	3,021.4
Unfunded actuarial accrued liability	1,518.2	1,695.6
<b>Funded status</b>	<b>73%</b>	<b>64%</b>
Combined valuation payroll	\$10,098.9	\$9,872.6
UAL as a percentage of payroll	15%	17%
UAL rate	1.45%	1.56%

### Retiree Healthcare

(\$ in millions)	Actuarial Valuation as of	
	December 31, 2017	December 31, 2016
<b>RHIA</b>		
Normal cost	\$2.5	\$3.0
Tier 1 / Tier 2 valuation payroll	4,246.9	4,516.7
Normal cost rate	0.06%	0.07%
Actuarial accrued liability	\$437.6	\$463.7
Actuarial asset value	553.3	465.0
Unfunded actuarial accrued liability	(115.7)	(1.3)
Funded status	126%	100%
Combined valuation payroll	\$10,098.9	\$9,872.6
UAL as a percentage of payroll	(1%)	0%
UAL rate	0.00%	0.42%

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# Data

## Demographic Information (continued)

### *Employer Tier 1/Tier 2 Active Members as of December 31, 2017*

Age	Years of Service									Total
	0-4	5-9	10-14	15-19	20-24	25-29	30-34	35-39	40+	
<20										
20-24										
25-29										
30-34										
35-39										
40-44										
45-49					1					1
50-54										
55-59					1					1
60-64				1		1				2
65-69					1					1
70-74										
75+										
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>

### *Distribution of Employer Tier 1/Tier 2 Members as of December 31, 2017*

Dormant Members			Retired Members and Beneficiaries		
Age	Count	Average Deferred Monthly Benefit	Age	Count	Average Monthly Benefit
<20			<45		
20-24			45-49		
25-29			50-54		
30-34			55-59	1	916
35-39			60-64	2	901
40-44			65-69	6	795
45-49			70-74	7	593
50-54			75-79	2	168
55-59	1	2,545	80-84	1	257
60-64	3	495	85-89	3	821
65-69			90-94	1	963
70-74			95-99		
75+			100+		
<b>Total</b>	<b>4</b>	<b>1,007</b>	<b>Total</b>	<b>23</b>	<b>681</b>

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## Side Accounts by the Numbers

### What Are Side Accounts?

When an employer makes a lump-sum payment to prepay part or all of its pension unfunded actuarial liability (UAL), the money is placed in a special account called a "side account." This account is attributed solely to the employer making the payment and is held separate from other employer reserves.

### How Do Side Accounts Work?

Side accounts are generally amortized over the same time period as the employer's associated UAL, providing the employer with a reduction of its employer rate. The goal is for the side account to provide rate relief to the employer until the associated UAL is paid off. Side accounts are re-amortized every two years, taking into consideration how much of the side account has been used and what earnings have been credited. The rate offset from the side accounts is then adjusted based on the re-amortization.

Average Side Account Rate Offset 2005 - 2015	
Rate Period	Average Rate Offset (Percentage of Payroll)
2005 - 2007	-4.54%
2007 - 2009	-6.71%
2009 - 2011	-7.20%
2011 - 2013	-5.11%
2013 - 2015	-5.26%
2015 - 2017	-6.38%

### What Earnings Do Side Accounts Receive?

Side accounts are invested in the PERS Fund and receive the Fund's actual earnings or losses. These earnings or losses are posted to side accounts at the end of each year.

### Side Accounts by the Numbers

Average Side Account Earnings 2004 - 2014	
Calendar Year	Average Earnings/Loss
2004	13.68%
2005	12.80%
2006	14.98%
2007	9.46%
2008	-26.75%
2009	18.47%
2010	12.13%
2011	2.15%
2012	14.09%
2013	15.59%
2014	7.39%

### Why Pre-Pay UAL Contributions?

Pre-payment of UAL contributions is an alternative to the traditional funding option of paying off UAL obligations over time as a part of the employer's contribution rate. There are potential advantages to this, but there are also potential risks. The primary advantage is that the employer can borrow at a low interest rate and offset a UAL obligation that is accruing at a higher rate. This strategy can benefit the employer when the rate relief from the employer's side account exceeds the POB debt-service cost. However, if side account earnings are less than the interest rate being paid on the POBs, the employer may end up paying more in POB service costs than it receives in rate relief from its side account.

[www.oregon.gov/PERS/Pages/General-Information/Side-Accounts-by-the-Numbers.aspx](http://www.oregon.gov/PERS/Pages/General-Information/Side-Accounts-by-the-Numbers.aspx)

**CITY COUNCIL MEETING – December 13, 2018**

**CITY MANAGER REPORT**

**1. Financial Report**

Last month's summary is attached.

**2. Waldport Library – FOUR STARS ★★★★★**

From our City Librarian, Sue Bennett: The Library Journal has ranked the Waldport Library 4 out of 5 stars for 2018. We are one of three libraries who earned a star rating in Oregon. "The criteria is based on overall circulation, circulation of electronic materials, library visits, program attendance, and public Internet computer use." "... each library is compared to its peers that have about the same amount of funding to spend."

Attached is information about the Library Journals Star Ratings and the index of libraries.

 **Congratulations and kudos to our awesome library staff!** 

**3. Lincoln County Sheriff**

Attached is the Sheriff's Office report for last month.

**4. Transportation System Plan (TSP)**

A main task for the City is to identify members of the Project Advisory Committee, which will first meet on **January 29, 2019 at 2 pm**. The PAC will attend and provide comments at four meetings in 2019 and review draft memos prior to the PAC meetings. Below is an updated list for consideration by Council:

**DRAFT PROJECT ADVISORY COMMITTEE (PAC) REPRESENTATIVES:**

1. City Councilor – ODOT/ACT representative or \_\_\_\_\_?
2. Planning Commissioner – Jerry Phillips (Steve Barham as alternate)
3. Pedestrian/ADA – Paul Virtue (to be confirmed)
4. Cyclist Advocate – TBD
5. Port of Alsea – Roxie Cuellar
6. Chamber of Commerce – TBD
7. At-Large – Ray Woodruff (Sheriff's Citizen Advisory Committee/Resident)
8. Central Oregon Coast Fire – Chief Woodson (to be confirmed)

\* Project Management Team will participate in the PAC meetings bringing the total to 13 people.

**5. *Small Business Class Participation – Urban Renewal Program Support***

The Urban Renewal funds provided a \$300 scholarship to 10 recipients for fees associated with the small business program by Oregon Coast Community College for Fall 2108.

**6. *Small City's Allotment – 2019***

The City's request for funding South Crestline Drive improvements was not selected for funding. Please see attached letters from ODOT.

**7. *"Open Space" Plan***

City Planner Larry Lewis and I met with ODOT representatives for them to introduce an idea of converting part of the former high school space into wetlands. The general idea is for ODOT to pay for and build wetlands that it can use as a mitigation bank for projects it does in the general vicinity. ODOT would monitor it for approximately five years until stabilized, then "transferred" to the City with some level of endowment and adopted management plan. ODOT has indicated a minimum size of five acres. They, along with their consultant, will be coming up with a few concepts that include wetlands, possibly incorporating the "red ditch" area along Highway 34. Wetlands uses dovetail nicely with the characteristics of the site, as well as ideas that came out of the community charrette in 2015. We would work with ODOT throughout the process, bringing forward conceptual ideas for review, discussion, and feedback by City Council.

At today's meeting, staff is asking for a consensus of the Council of the wetlands idea, so that we may continue working with ODOT and its consultant on coming up with site plans. One task that would be useful over the coming months is prioritizing various community parks, recreation, and trail uses (and size requirements) that are desired to be on the site that would be complementary to wetlands uses.

To frame this discussion, please note the following rough outline of the site:

Open Space Site Footprint	Size (Acres)
Existing Pavement (East Side Parking)	0.7
Undevelopable (South Side Topographical Constraints)	1.8
Potential Wetlands (Minimum)	5.0
Remaining Developable for Community Uses	4.5
TOTAL	12.0

The City is not committing to enter into an agreement with ODOT right now. If, after the concepts are presented and scrutinized, and the City decides on a menu of uses and priorities, we can't come to a mutually beneficial solution, we will both walk away from this effort. However, both Larry and I think that this is an excellent opportunity to proceed with vetting an option, with minimal or no cost to the City.

# The 2018 Stars | *LJ* Index 2018

by [Keith Curry Lance](#)

Oct 30, 2018 | Filed in [Leadership](#)

## New stars, repeat stars, and changing constellations



Every public library is a star to the community it serves. *LJ*'s Star Library Ratings and the *LJ* Index of Public Library Service spotlight the best of the best across America. The 2018 edition, sponsored by Baker & Taylor's CollectConnect, is the 11th. This year, 7,361 U.S. public libraries are scored on the *LJ* Index, and there are 257 Star Libraries, 59 of which were not Star Libraries last year.

Five different measures of the service libraries deliver to their communities were taken into account when determining this year's Index scores and Star status: overall circulation, circulation of electronic materials, library visits, program attendance, and public Internet computer use. While most Star Libraries are strong performers across the board, that's not required: a stellar success in one category can make up for less of a focus on another.

In order to make fair, apples-to-apples comparisons, each library is compared to its peers that have about the same amount of funding to spend. As a result, receiving a star rating not only means that the library itself delivers a strong return on investment, but that when graded on a curve, it is one of the strongest performers. As a result, a library's star rating can change from year to year, not because that library's own performance has changed, but because its fellow libraries have raised their own achievements, so they're being graded on a different curve.

From 2009 to 2015, the index was based on four per capita statistics: circulation, library visits, program attendance, and public Internet computer use. For the two previous editions, 2016 and 2017, those statistics were joined by circulation of electronic materials per capita. This year, we had expected to add Wi-Fi sessions per capita to the index, but, unfortunately, reporting failed to reach the level targeted for this year. Thus, the index continues to be based on the same five statistics in use since 2016, though that will change starting with the 2019 edition (see "Wi-Fi Sessions: Third Time's the Charm").

## THE 2018 STARS

The 2018 *LJ* Index—the basis for the Star ratings—is derived from the Public Library Survey (PLS) of the Institute of Museum and Library Services (IMLS). The current round of PLS data was released in April 2018 for FY16. Eligible libraries are grouped by total operating expenditures and, within each group, rated based on their differences from the means (or averages) of the five per capita statistics.

For more information about the Star Library ratings and the *LJ* Index, see the FAQ at [libraryjournal.com/LJIndexFAQ](http://libraryjournal.com/LJIndexFAQ). It explains when, why, and how the Index and Ratings were created and explores issues with the underlying data. Basically, *LJ* Index scores measure the proportional relationships between each library's statistics and the averages for its expenditure category.

Libraries scored on the *LJ* Index but without Star Library ratings are encouraged to undertake "do-it-yourself" projects. Resources to facilitate such efforts c

newan be found at [libraryjournal.com/LJIndex2018](http://libraryjournal.com/LJIndex2018). Additional data elements—legal basis type, administrative code (single vs. multiple outlet), numbers of central and branch libraries, total full-time equivalent staff, volumes held, and total collection expenditures—are included in the data file to facilitate refining a library's peers. Ideas for and examples of such projects were included in the articles for 2015 and [2017](#).

Among libraries spending \$200,000–\$399,999, there are nine new Star Libraries. New four-Star libraries are Meekins Public Library, Williamsburg, MA; Robertsdale Public Library, AL; and Waldport Public Library, OR. New three-Star libraries are Ak-Chin Indian Community Library, Maricopa, AZ; American Falls District Library, ID; Bandon Public Library, OR; Clifton Springs Library, NY; Goodland Public Library, KS; and Page Public Library, AZ.

# City of Waldport

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## FINANCIAL REPORT FOR PERIOD ENDING NOVEMBER 30, 2018

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

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

Funds	General, Community	Street, Road District	Urban Renewal	Public Works	Water	Wastewater	Totals
Operating Revenues	507,338	159,797	-	393,131	259,382	266,531	1,586,179
Operating Expenses	584,787	82,800	14,819	383,068	218,022	205,213	1,488,710
Net Operations	(77,450)	76,997	(14,819)	10,064	41,359	61,318	97,468
Capital Revenues	56,041	-	53,694	-	165,907	40,052	315,694
Capital Outlays	24,071	-	2,064	-	251,779	23,461	301,375
Debt Service	86,053	-	-	30,370	27,950	-	144,373
Net Capital	(54,083)	-	51,631	(30,370)	(113,822)	16,591	(130,054)
<b>Net Revenue (Loss)</b>	<b>(131,533)</b>	<b>76,997</b>	<b>36,811</b>	<b>(20,306)</b>	<b>(72,463)</b>	<b>77,909</b>	<b>(32,585)</b>
Beginning Balances	727,753	254,179	237,511	152,331	216,639	390,943	1,979,356
Ending Balances	596,220	331,176	274,322	132,024	144,176	468,852	1,946,770
Net Revenue (Loss)	-18%	30%	15%	-13%	-33%	20%	-2%

### REVENUE HIGHLIGHTS

City, Road District, and Urban Renewal received property taxes in the amount of \$556,152 in November.

The General fund received franchise taxes of \$5,754.

The Street fund received state gas taxes of \$13,738 for the month of October.

Utility usage is comparable to the previous year; year to date billings reflect growth in the number of services from the previous year.

	YTD Usage	YTD Billings
<b>Water</b>		
Residential	29,092	213,134
Commercial	6,424	44,099
Multiple Dwelling	4,286	27,997
<b>Total Water</b>	<b>39,802</b>	<b>285,230</b>
<b>YTD for Last Year</b>	<b>40,523</b>	<b>267,636</b>
<b>Current Year / Last Year</b>	<b>98%</b>	<b>107%</b>

	YTD Usage	YTD Billings
<b>Wastewater</b>		
Residential	14,250	163,848
Commercial	5,087	59,481
Multiple Dwelling	4,140	49,375
<b>Total Wastewater</b>	<b>23,477</b>	<b>272,704</b>
<b>YTD for Last Year</b>	<b>23,453</b>	<b>256,273</b>
<b>Current Year / Last Year</b>	<b>100%</b>	<b>106%</b>

## EXPENDITURE HIGHLIGHTS

General fund paid Lincoln County Sheriff \$88,429 for contract services and made contributions to Citizen's Patrol, COG Meals on Wheels, Waldport Chamber of Commerce, Lincoln County's "No Spray" Program, and OCCC Entrepreneurship.

Street fund paid BBSI \$4,770 for seasonal contract services.

UR#1 contributed \$3,000 to OCCC for Small Business Scholarship Program.

Public works paid Oregon Business Development Department \$30,370 and water fund paid Oregon Business Development Department \$20,145 for annual debt service.

<b>Public Works</b>	<b>YTD</b>	<b>% of</b>
<b>Internal Services</b>	<b>Billings</b>	<b>Total</b>
Water Plant	95,687	25%
Distribution	67,630	17%
Wastewater Plant	97,609	25%
Collection	48,728	12%
Streets, Storm	41,175	11%
Other Projects	39,611	10%
<b>Total</b>	<b>390,440</b>	<b>100%</b>

## CAPITAL PROJECTS OVERVIEW

<b>Capital Outlay Projects</b>	<b>YTD Activity</b>	<b>Project to Date</b>	<b>Project Budget</b>
Crestline Park Improvements	-	-	30,700
Disc Golf Course	24,071	25,493	24,000
Transportation System Plan	-	-	187,500
Wazyata Beach Access	-	4,283	52,706
Crestline Drive Improvements	-	-	45,000
Norwood Curve Assessment	-	-	15,000
Crestline Sidewalk Design	2,064	2,064	15,000
Wastewater Infrastructure to IP	-	13,920	150,000
Way Finding / Port / Beach Access	-	-	25,000
PW Vehicles, Equipment	-	-	89,000
2MG Reservoir Rehabilitation	103,410	532,876	479,466
✓ Eckman Creek Flood Repairs	20,889	52,289	163,127
McKinney Slough Waterlines	104,708	434,146	464,000
Water Master Plan	22,772	40,395	75,000
Water Rights	-	71,613	-
Waterline Tie In (Skyline/Chad)	-	-	10,000
Grinder Station Rehab	-	-	60,000
Inflow & Infiltration Mitigation	1,422	54,539	84,539
Pump Station Upgrades	-	-	53,000
Wastewater Master Plan	2,059	13,032	75,000
✓ WWTP Electronic Actuators	19,981	19,981	20,000
<b>Totals</b>	<b>301,375</b>	<b>1,264,631</b>	<b>2,118,038</b>

### ✓ Completed projects

Waldport's Disc Golf Course is nearly complete. Angell Job Corps will install baskets and then just need signage.

Wazyata Beach Access storm drainage and trail construction is nearly complete.

Pave NW did a levelling overlay on Crestline Drive to smooth sunk grades. A slurry seal is planned for the spring.

The arbitrator for the 2 MG reservoir found claimant entitled to an award!

McKinney Slough project to date total includes ODOT's \$122,650 deposit for waterlines associated with the bridge project.

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

Water and Wastewater Facilities Master Plans are continuing.



# Lincoln County Sheriff's Office

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Sheriff Curtis L. Landers

## LINCOLN COUNTY SHERIFF'S OFFICE

### WALDPORT NEWS BRIEF

November 2018

#### SHERIFF OFFICE NEWS

The Sheriff's Office Patrol Division is currently down one patrol deputy with Eric Larson leaving for duty with the Oregon State Police. Eric and his wife are hoping to get closer to her family in Southern Oregon and OSP allows their troopers to transfer around the state.

Two deputies are currently in our Field Training and Evaluation Program (FTEP), which on average takes nine months to complete. They are on schedule to achieve solo status in spring, 2019. One of our recent hires was a lateral deputy from Clatsop County Sheriff's Office in Astoria, Deputy Siscilee Gouge. Siscilee sailed through our abbreviated FTEP and she has achieved solo status.

#### CALLS FOR SERVICE

During November, 2018, our deputies responded to or initiated 134 calls for service in the City of Waldport. Of the 134 calls, one resulted in the arrest of a fugitive from another state. I have attached a spreadsheet which shows the types and location of the calls in Waldport.

#### TRAFFIC OFFENSES

The City of Waldport requests traffic offenses, which occur inside the city limits, be issued into Waldport Municipal Court. There were 34 traffic stops, which resulted in six citations issued. I have attached a spreadsheet to show the location of each traffic offence (the abbreviation is TRF).

---

**Administration**  
251 W. Olive Street  
Newport, OR 97365  
541-265-4277

**Jail**  
251 W. Olive Street  
Newport, OR 97365  
541-265-4277

**Patrol**  
225 W. Olive Street  
Newport, OR 97365  
541-265-4277

**Support Services**  
225 W. Olive Street  
Newport, OR 97365  
541-265-4912

**Animal Shelter**  
510 N.E Harney Street  
Newport, OR 97365  
541-265-6610

[www.lincolncountysheriff.net](http://www.lincolncountysheriff.net)



# Lincoln County Sheriff's Office

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Sheriff Curtis L. Landers

## TRENDS AND NOTABLE EVENTS

To identify trends each month I use a combination of statistical information and firsthand knowledge from Patrol Sergeant Abby Dorsey.

Looking at the statistics for November there were no trends identified or notable events. Person crimes resulted in (1) Assault and (1) Harassment. Property crimes consisted of (1) Burglary and (2) Harassments.

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# Oregon

Kate Brown, Governor

**Department of Transportation**  
Transportation Development Division  
555 13<sup>th</sup> Street NE, Suite 2  
Salem, OR 97301  
Phone: (503) 986-3420  
Fax: (503) 986-4173

November 29, 2019

City of Waldport  
125 Alsea Hwy  
PO Box 1120  
Waldport, OR 97394

Subject: 2019 Small City Allotments Program

Project: S Crestline Drive Improvements

I regret to inform you the projects listed above were not selected for 2019 funding. (Note: If you submitted multiple applications and don't see a project listed above you may be receiving an award letter.)

ODOT received 150 eligible applications from 112 Cities for a total of \$14,897,114 in funding. Funding was limited to \$5.5 million making this a very competitive selection process. The applications were carefully reviewed for eligibility and ODOT liaisons conducted site visits to further evaluate and score the projects. On November 5<sup>th</sup> ODOT met with the SCA Advisory Committee to review and select the projects to be funded with final approval coming from ODOT Director Matthew Garrett.

In a few short months we will be accepting applications for 2020 funding. Please start thinking about a project you want considered in the next application and selection process. We are currently updating the application form and program overview document, when completed this will be posted to our web page (link below).

<https://www.oregon.gov/ODOT/LocalGov/Pages/funding.aspx>

From the web page select "Road Preservation" for the SCA program information and application.

Please contact me if you have any questions about the SCA project selection process at 503-986-3441 or via email at [deanna.edgar@odot.state.or.us](mailto:deanna.edgar@odot.state.or.us)

Sincerely,

Deanna Edgar  
SCA Program Analyst

Attachment: League of Oregon Cities Letter w/ 2019 SCA Awards by City



# Oregon

Kate Brown, Governor

Department of Transportation

Office of the Director

355 Capitol St NE

Salem, OR 97301

November 15, 2018

Michael Cully, Executive Director  
League of Oregon Cities  
1201 Court St. NE, Suite 200  
Salem, OR 97301

Dear Director Cully,

In accordance with the ORS 366.805 and the recommendation of the Advisory Committee, I am pleased to announce the 2019 Small City Allotment Program awards. The Committee met with ODOT staff on November 5, 2018 to review applications and select the projects that will receive 2019 funding. The Committee's work, ODOT staff support, and savings from prior years, led to 56 projects being awarded throughout the state, as shown in the table below.

2019 SCA Award Cycle Summary		
Region	Applications	Cost
1	3	\$300,000
2	22	\$2,108,338
3	9	\$894,191
4	7	\$673,458
5	15	\$1,499,943
<b>TOTAL</b>	<b>56</b>	<b>\$5,475,930</b>

The next steps will be for ODOT and SCA recipients to enter into agreements for each project, which will be handled by ODOT's Transportation Development Division staff. In order to ensure all questions and comments are addressed, please utilize Deanna Edgar as the primary point of contact for the SCA Program Guidance. You can reach Deanna at (503) 986-3441 or [deanna.edgar@odot.state.or.us](mailto:deanna.edgar@odot.state.or.us).

Sincerely,

Matthew L. Garrett  
Director

Encl: 2019 Small City Allotment Awards by City

Cc: Jerri Bohard, Transportation Development Division (TDD) Administrator  
McGregor "Mac" Lynde, Active Transportation Section Manager  
Amanda Pietz, Program Implementation Manager  
Deanna Edgar, Investment Programs Analyst

Enclosure: 2019 Small City Allotment Awards by City

City	Award
<b>Region 1</b>	
Estacada	100,000
Cascade Locks	100,000
King City	100,000
<b>Total</b>	<b>300,000</b>
<b>Region 2</b>	
Philomath	47,350
Lowell	100,000
Veneta	100,000
Carlton #1	100,000
Turner	100,000
Sublimity	100,000
Gates	100,000
Bay City	100,000
Depoe Bay #1	100,000
Willamina #1	87,768
Coburg	99,979
Yachats #1	100,000
Oakridge	100,000
Sodaville	100,000
Waterloo	100,000
Falls City	100,000
Vernonia	100,000
Dayton	100,000
Dundee #1	100,000
Garibaldi	100,000
Halsey	73,241
Gervais	100,000
<b>Total</b>	<b>2,108,338</b>
<b>Region 3</b>	
Shady Cove	100,000
Phoenix #1	100,000
Glendale	100,000
Reedsport #1	94,191
Rogue River	100,000
Myrtle Point #1	100,000
Cave Junction	100,000
Oakland #1	100,000
Canyonville #1	100,000
<b>Total</b>	<b>894,191</b>

Region 4	
Paisley	100,000
Mitchell	100,000
Fossil	100,000
Moro	100,000
Culver	100,000
Metolious	100,000
Bonanza	73,458
<b>Total</b>	<b>673,458</b>
Region 5	
Summerville #1	100,000
Dayville #1	100,000
Lostine	100,000
Prairie City	99,943
Imbler	100,000
Island City	100,000
Vale #1	100,000
Pilot Rock	100,000
Weston	100,000
Boardman	100,000
Burns #1	100,000
Stanfield #1	100,000
John Day #1	100,000
Enterprise	100,000
Hines	100,000
<b>Region 5 Total</b>	<b>1,499,943</b>
<b>2019 Program Total</b>	<b>5,475,930</b>

Public Works Department

## Report for the month of October & November 2018

### Water Treatment Plant

Plant Production:	<u>6.85</u>	MG	<u>6.43</u>	MG
Rainfall:	<u>5.2</u>	inches	<u>8</u>	inches

### Wastewater Treatment Facility

Effluent Flow:	<u>3.5</u>	MG	<u>4.6</u>	inches
Rainfall:	<u>4.5</u>	Inches	<u>8.35</u>	Inches

### Public Works Dept.

Alarm call outs:	<u>4</u>	<u>3</u>
Locates:	<u>14</u>	<u>10</u>
Sewer plugs:	<u>0</u>	<u>1</u>
Water service installations:	<u>2</u>	<u>2</u>
Sewer connections:	<u>1</u>	<u>2</u>
Water Leaks:	<u>0</u>	<u>3</u>

### Department Overview

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

Our current projects during the month of October and November consisted of:

- Operating Treatment plants
- Mowing right of ways
- Cleaning sewer lines
- Swept the streets
- Trimmed trees
- Fixed several water leaks
- Measured flows at Southworth creek
- Working on frisbee golf course
- Any other things that arose

Other than the above projects, we also maintained equipment, organized the shop, and performed as many other normal duties as possible included in our department description.

**Waldport Public Library  
Board of Trustees  
Minutes of Regular Meeting October 9, 2018**

**Members Present:**

Shirley Hanes, Vice Chair  
Jed Hansen  
George Sisikin  
Gary Hodges

**Others Present:**

Sue Bennett, Library Director

**Members Absent:**

Brian Fodness, Chair

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

**Minutes:** Gary Hodges moved to approve the minutes from the September meeting and Jed Hansen 2<sup>nd</sup> the motion. The minutes were approved unanimously.

**Financial Report:** The financial report for September 30, 2018 was reviewed and the budget is on track. Ms. Bennett noted that the copier payment was higher than expected. With the Pacific Office Solution closing, the library is the only place in town that has a copier. The cost for the library's portion of Koha also increased since the consortia agreed on a different way to allocate the cost for the system.

**Committee Reports:** The Friends of the Waldport Library do not have a report for October since they did not meet. Their next meeting is November 8.

The minutes from the TAB group are attached.

**Director's Report:** Ms. Bennett provided a review of the programs for the youth and adults. The math program now has 32 participants.

Adult craft night continues to grow to the point we are at capacity and are turning people away.

**Old Business:**

**New Business:** Discussion regarding the Veterans' Holiday. Veterans Day is November 11 with the observance of the day November 12. The library has been open on Veterans Day over the last few years in honor of the Veterans staffed by the Director. Since it is a City holiday and Monday is the library's long day (open until 7) and it would be difficult to staff the day with one person, it was recommended that the library close. The Library Board will revisit the discussion of the library remaining open for Veterans Day next year.

**Board Members concerns:**

**Actions or Recommendations to the City Council:**

**Public Comment:** None.

**Announcements:** None.

**Next Regular Meeting:** January 8, 2019 at 9:30 a.m.

**Adjournment:** Ms. Hanes adjourned the meeting at 10:15 a.m.



# DECEMBER Waldport Library 2018 Adult Events

—Tues., Dec. 4, 6:30-8 p.m.—Waldport Library Knitting & Fiber Group. Contact Laura Mayer, 541 867-4920, laumays513@gmail.com

—Mon., Dec. 10: Drop off new, unwrapped books for kids ages 0-18 for the Annual Book Drive. The Waldport Library partners with Washington Federal for this important event for kids.

—Mon., Dec. 17, 10:30 a.m.—Waldport Book Club—This month's book is: *Sanctamooja and Me* by local author, Melvin Brown. Check out or Kindle (\$2.99)

—Mon., Dec. 17, 5-7p.m.—Holiday Felting w/ Karen Hendrickson. Supplies Provided. Sign-up at the front desk.

—Thurs., Dec. 20, 5-7 p.m.—Adult Craft Night: Free program. Lulu Beans Natural Products—Bath Bombs. "Flavor" to be determined. Supplies provided. Sign-up at the front desk.

—Mon., Dec. 24—Library Closing at 2 p.m.

—Tues., Dec. 25—Library CLOSED for Christmas observance.

—Mon., Dec. 31—Library Closing at 2 p.m. for New Year's Eve.

Tues., Dec. 1—Library CLOSED Happy New Year's 2019

Mon	Tue	Wed	Thu	Fri
2	3	4	5	6
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

In December:  
-Children's  
Book Drive  
New books  
needed by  
Dec. 10

Knit  
& Fiber  
Group  
6:30-8 p.m.

Book Drive:  
books for kids  
Due today.

Adult  
Craft:  
Lulu Beans!  
Bath Bombs  
"Flavor" to be  
determined!  
5-7 p.m.

Dec. 24: Library  
closes @ 2 p.m.  
Dec. 25: Library  
CLOSED  
Merry Christmas.

Dec. 31: Library  
closes @ 2 p.m.  
Jan. 1: Library CLOSED  
Happy New Year 2019



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

Date	Application/ Activity	Applicant	Zoning	Tax Map/Lot Location	Description	Status
<b>For the Period November 1, 2018 through November 30, 2018</b>						
11/5/18	Manufactured Home Placement Permit	Leasa Harris	R-1	13-12-25AD/1300 1110 Sailfish Loop Ocean Hills Subdiv.	New manufactured home	Approved 11/5/18
11/5/18	Building Permit	Leasa Harris	R-1	13-12-25AD/1300 1110 Sailfish Loop Ocean Hills Subdiv.	New attached garage	Approved 11/5/18
11/8/18	Planned Development	Tidewater Development LLC	R-1	13-11-19CC/120 South end of Norwood Dr	34 lot Planned Development LUBA remand	Pending 1/28/19 Planning Commission hearing
11/14/18	Building Permit	Brian Tighe	R-1	13-11-30BB/6100 1365 Fairway Dr	New single family dwelling	Approved 11/16/18
11/26/18	Building Permit	Jennie Krausse	D-D	13-11-19BD/4100 140 Hwy 101 (former Well Read Books & Lil Joe's)	Remodel bathroom to be ADA compliant	Approved 11/30/18
11/30/18	Building Permit	Russell Akin	R-1	13-11-30AB/6100 1240 Michael St	New detached garage	Approved 11/30/18

**"LOOKING BACK"**

The Council has been making history in Waldport for over a century, and I thought you might find reading minutes from 100 years, 75 years, 50 years and 25 years ago somewhat interesting.

- Reda Eckerman, City Recorder -

\*\*\*\*\*

December 3, 1918

The Common Council of the City of Waldport, Ore. met in front of Kent's Hall. There being no key to the building and no provision made for letting the Councilmen meet, the Mayor called the meeting to order and retired to the residence of Mayor J. W. Goucher.

Roll was called, those present: Isaac Banta; Marion Ruble; Mr. Gillette; and F.R. Overlander.

The bill of Daisy A. Overlander for services as Recorder for the month of November was presented. Bill of \$5 was voted by roll call: Isaac Banta - yes; Marion Ruble - yes; Mr. Gillette - yes; F.R. Overlander - yes. Motion carried.

Ordinance No. 47, providing for a new place for the City Council to meet was read and passed to the second reading. Voted by acclamation - yes. The Ordinance was then passed to the third reading. Voted by acclamation - yes. An emergency being hereby declared to exist, the ordinance was voted to go into effect immediately. Motion was made to pass Ordinance No. 47. Voted by roll call: Marion Ruble - yes; Isaac Banta - yes; Mr. Gillette - yes; F.R. Overlander - yes. Motion carried.

Motion made to lay on the table the ordinance granting right of way across the following named streets: Mill St.; Alder; Hemlock; Bay; John; Cedar & Willow Streets to the United States Spruce Production Corporation, a corporation, its successors or assigns. Also the ordinance granting to the United States Spruce Production Corporation, a corporation, its successors or assigns, those parts of Lots 7 and 8 of Block 24, Ruble's Second Addition to the Town of Waldport, Lincoln Co., Oregon, which are included within a strip or tract of land 100 ft. in width, being 50 feet of such width on each side of the center line of the railroad know as Spruce Production Railroad No. 12 (also called Alsea Southern Railroad) as the same is now staked out, located or established over and across the said Ruble's Second Addition, said parts of lots containing about .03 acres. Voted by roll call: Marion Ruble - yes; Isaac Banta - yes; Mr. Gillette - yes; F.R. Overlander - yes. Motion carried.

Motion made to have the Mayor appoint a committee to find out what the merchants wish to pay towards the Occupation Tax. The Mayor appointed Mr. Ruble and Mr. Banta.

Motion to adjourn was carried.

Daisy A. Overlander, Recorder.

\*\*\*\*\*

Council Chambers, Waldport, Oregon, December 2, 1943

The regular monthly meeting of the Common Council of the City of Waldport, Oregon, was held in the Council Chambers of the said City at 8 P.M. of the above date with Mayor Goodman presiding. Councilmen present: C.C. Clay, Harry Dey, Desmond Fulp, H.A. McMillin and Ray Walker. Absent: E.K. Starr. City officials present: Recorder Kelly, Marshall and Fire Chief Rhoades, Treasurer Burns, City Atty. McCluskey, Engineer Ambler, and Water Supt. Houge.

Absent: Auditor Wilson.

The minutes of the previous meeting were read and approved.

It was moved by Councilman Fulp, 2<sup>nd</sup> by McMillin, that the bills approved by the Finance Committee be passed and warrants be drawn on the Treasurer for the respective amounts. Carried.

Two liquor license applications were received from L.J. Rickard and 1 from C.A. Dussler, accompanied by the fees of \$5.00 each. Councilman Walker moved, 2<sup>nd</sup> by Fulp, that the applications be accepted. Carried.

Recorder Kelly reported that the recent survey, made by Water Supt. Houge, showed that there were three houses belonging to L.J. Rickard which had never been entered on the water journal, and that he had advised Mr. Rickard that \$102.60 was due the city for water furnished the renters of said houses. Mr. Rickard explained how these houses were once a part of the Auto Court, and after selling same he had been unaware that the renters had failed to pay the water rent, and as the City had not notified him of the fact that he considered the City was partly at fault; stating he was willing to pay \$50.00 to square the account. Upon the motion of Councilman Clay, 2<sup>nd</sup> by Walker, the council voted to accept the \$50.00. Carried.

A petition signed by H.L. Kelly and L.V. Colvin asked the Council to install necessary drain to carry off the water which now flows from Highway 101 down N side of #34 and floods the lower portions of lots in Block 37. City Engineer Ambler was asked to investigate conditions and advise Council what could be done re this matter.

A letter from State Board of Health was received by Engineer Ambler, [which] stated that samples of the City water showed an unfavorable bacteria count and recommended the advisability of installing a chlorinator. Mr. Ambler stated that a chlorinator would cost approximately \$700 and that when installed it would necessitate a man's attention 2 or 3 times a day, and that there was considerable risk to this work; he believed one man over at Toledo had lost his life hired for this work. The City might be able to save this expense and [he] suggested that Supt. Houge should go to the reservoir 3 times daily, for the next two or three weeks, to give the necessary chlorine treatments, and that provisions should be made to give the water a thorough aerating at the intake. Upon the motion of Fulp, 2<sup>nd</sup> by Clay, the council voted to accept these suggestions with understanding they be carried out as soon as possible.

Upon the suggestion of Water Supt. Houge, the Council authorized Fire Chief Rhoades to make up a list of volunteer fire men he might need to assist in fighting fires, and leave same with the telephone operator.

The proposed water ordinance was discussed, but it was finally decided the Water Committee should make further study of the subject and report their recommendations to the Council at the next meeting.

No further business appearing, the Council adjourned to next regular meeting, January 6, 1944.

H.L. Kelly, Recorder

Leo Goodman, Mayor

\*\*\*\*\*

Council Meeting, December 5, 1968

Mayor Pro-tem Joe Bird, Councilmen Grier, Pankey, Kauffman, Seaman, Boydston; Superintendent Halversen, Assistant Superintendent Becker, Engineer Cullen, Police Chief Sloan, Recorder Berger.

Motion made by Councilman Seaman and seconded by Councilman Pankey, accepting the minutes as printed. Motion carried.

Motion made by Councilman Seaman and seconded by Councilman Grier, accepting the

attached reports (Superintendent and Assistant Superintendent and Police Chief). Motion carried. [Ed. Note: As of 2006 there are no attachments]

Police Chief Sloan reported the Alsea Manor was having trouble with trucks left with motors running on the Gas for Less property. One truck had the name Braxling, from Newport, and the other was owned by James Muir of Toledo, Ore. It was suggested the City Attorney write letters to the owners, asking for their cooperation in this problem. But Pro-tem Mayor Bird said he would call the owners to ask for their cooperation.

Councilwoman Kauffman said it would be hard to give a cost report on the opening of Strawberry Lane, until the actual work is started. This couldn't take place until the spring or summer of 1969. Mr. Watson presented the Council with a signed petition from the citizens on Strawberry Lane, protesting the opening up of this street. This letter was turned over to the Street Committee (Councilmen Kauffman, Pankey and Grier).

Councilman Pankey should contact Mr. Burt Gainer about the access trail to the fire hydrant.

Councilwoman Kauffman reported nothing was done about the street on the Stout property. With the heavy rains, all this land was under water. The Street Committee (Councilmen Kauffman, Pankey and Grier) has a map showing the street Mr. Stout wants to deed to the City. This will be checked by the Street Committee.

Starr Street Vacation. A Vacation Conditional Ordinance should be submitted to Attorney Hollen by Mr. Norton's attorney. All papers concerning this vacation should be submitted to Attorney Hollen. He will check these papers. City should have appraisal price, or a value price, for this property before the adjourned meeting and public hearing on December 19, 1968 at 8:00 p.m. Councilman Boydston was appointed to get this done.

Zone Change on Starr Street. The rezoning of this property was discussed. Mayor Pro-tem Bird asked Ralph Holm to contact Mr. Well, President of the Planning Commission, in order to set a date for a meeting of the Planning Commission before December 19, 1968. (Recorder is to notify Councilman Seaman and Mr. Norton of this meeting date.) Mr. Holm said it was not up to him to call a meeting, being just a member of the Planning Commission. He felt the interested party should contact President Wells.

Mayor Pro-tem Bird recommended the City bond for the whole amount on the sewer project, and not depend on the State or Federal grants. He had received a letter from Governor McCall, stating that in setting up the proposed State budget for this year, a proposal for sewer such as ours will be one of the items included.

Flooding of City streets from Red River during the recent heavy rains was discussed. Mayor Pro-tem Bird thought the City should ask for help from the State to purchase a pump. This would be placed by the digester. Mayor Pro-tem Bird said he would check into this and report at next meeting.

Councilman Boydston reported on the City's liability insurance. He had checked with the City agent, who claimed the present policy covers any eventuality.

McElroy water line. The Recorder was instructed by the Council to mail the legal description to the title company with the needed information. This has been done. This matter is now settled.

Mr. and Mrs. Dale Krebbs introduced themselves as the new reporters for the Newport News Times.

Final plat for Crestview Hills #3. Motion made by Councilman Pankey and seconded by Councilwoman Kauffman, accepting final plat of Crestview Hills #2. Motion carried.

Joe Miller waterline to his property. Estimated cost to get this water line to his property would be about \$4,000.00. Councilwoman Kauffman owns the property where this waterline would be laid. She could not afford to pay for this, and would need help from Mr. Miller. As a rough estimate, Mr. Miller's share would be around \$900.00 for his three lots. Mayor Pro-tem will contact Mr. Miller.

Liquor dispensing licenses: 1) Hall's IGA Market; 2) Robert Norton and Douglas Rogers (Iron Kettle). Motion made by Councilman Boydston and seconded by Councilman Seaman granting Hall's Market a license. Motion carried. Motion made by Councilman Pankey and seconded by Councilman Boydston to grant Mr. Norton and Douglas Rogers a license for the Iron Kettle. Motion carried.

Superintendent Halversen reported on the progress and cost on the fire hall. To-date this is running under the estimated cost. He asked the Council to approve the remodeling of the rest rooms. It was then suggested that glass doors be placed on the Council Chambers and the Recorder's office. Motion made by Councilman Seaman and seconded by Councilman Grier, approving these two improvements. Motion made.

Mrs. Workman asked about placing a sign on Mill Street. She was advised to contact the State Highway authorities, as this would have to conform with State Highway regulations.

Councilman Seaman was appointed to take charge of a get-together for the retiring Mayor Jesse Rolph.

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

Meeting adjourned to December 19, 1968.

Mayor Pro-tem Joe Bird

Recorder Sophie V. Berger

#### Adjourned Council Meeting and Public Hearing on the Vacation of Starr Street, December 19, 1968

Mayor Pro-tem Joe Bird, Councilmen Grier, Pankey, Kauffman, Seaman; Superintendent Halversen, Assistant Superintendent Becker, Engineer Cullen, Police Chief Sloan, Recorder Pro-tem Blackman.

Mr. John Wells, representing the Oregon State Highway Department was present to explain the application and permit between the City of Waldport and State Highway Department. Mr. Wells stated if the vacation of Starr Street did not conform with the State Highway permit, the permit would be revoked. An inside radius of at least 30 feet is necessary at the entrance of Starr Street to Highway 101. Mayor Pro-tem Bird read a letter of objection from Joanne Leatherwood. Mr. Norton stated the plans coincide with the State Highway requirements. He also asked that the attached petition be entered into the minutes along with Exhibit A. Council expected Mr. Norton to meet with the Planning Commission to discuss the zoning change and the street approach. The Planning Commission's recommendation would then be brought before the Council.

Liquor dispensing license Class B. Motion made by Councilman Seaman and seconded by Councilwoman Kauffman, granting the Sea Squire a liquor license. Motion carried.

Motion made by Councilman Pankey and seconded by Councilwoman Kauffman that in the absence of City Recorder, Viola Blackman will act as Pro-tem City Recorder. Any such substitute shall be paid the same wage as the City Recorder. Motion carried.

Motion made by Councilman Pankey and seconded by Councilwoman Kauffman, requiring the bonding of Pro-tem City Recorder Viola Blackman so she can sign City checks in the absence of the City Recorder. Motion carried.

Motion made by Councilman Seaman and seconded by Councilwoman Kauffman, authorizing the Finance Committee to audit and approve the part-time employees paychecks on or before the fifth of each month. Motion carried.

Motion made by Councilman Seaman and seconded by Councilman Pankey, adjourning the meeting. Next regular meeting January 9, 1969. Motion carried.

Mayor Pro-tem Joe Bird

Recorder Pro-tem Viola Blackman

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## December 9, 1993 Council Minutes

Roll Call: Mayor Fred Boehme; Council President Pat Tryon (absent); Councilor John Atkinson (absent), George Russell, Ken Train, Jan Hansen, Matt Pompel; Interim Recorder Ron Bartels; City Attorney Dave Gordon.

Mayor Boehme introduced the Interim Recorder, Mr. Ron Bartels, to the City Council and the audience.

Minutes: Councilor Hansen noted that in the November 4, 1993 minutes "transfer of all accounts" should have read "transfer of four accounts". Councilor Pompel moved for the approval of the November 4, 1994 and the November 30, 1993 City Council minutes with the correction noted. Councilor Train seconded and the motion carried 4-0, 2 absent.

### Committee Reports:

Public Works Committee Report, Councilor Hansen, Chair: Councilor Hansen reported to the City Council that Mr. John Boyer of Batzer Construction had brought a request to the Public Works Committee regarding the vacation of a portion of Starr Street to the Post Office property. It was the recommendation of the committee that Mr. Boyer bring his request to the City Council, however Mr. Boyer was not in attendance at the City Council meeting.

Councilor Hansen reported that a workshop meeting occurred between the Public Works Committee and representatives from the Geological and Minerals Division and Eckman Creek Quarry to discuss the silt problem with Eckman Creek.

Parks and Rec Committee Report, Councilor Hansen, Chair: Councilor Hansen reminded everyone of the park work days and invited interested citizens to attend.

Councilor Hansen reported that she had been approached by two local youths who are working towards becoming Eagle Scouts. As a community project, it was suggested that they come up with some designs to improve the area between the Council Chambers and the new City Hall building. It was the recommendation from the Parks and Rec Committee that these boys be allowed to use the area mentioned for their project. Councilor Hansen moved that the boys be given approval to undertake this task. Councilor Russell and the motion carried 4-0, 2 absent.

Public Safety Committee Report, Councilor Russell, Chair: Councilor Russell read into the record the committee minutes from his December 1, 1993 meeting. It was the recommendation by the Public Safety committee that the City Council authorize the sale of two Ford patrol cars and the purchase of one Chevy patrol car if the sale of the two cars will yield enough revenue to repay the \$1,000 which the other Chevy patrol car went over budget. Councilor Russell moved for approval of the recommendation. Councilor Pompel seconded and the motion carried 4-0, 2 absent.

Councilor Russell also reported that it was the Public Safety Committee's recommendation that the Police Department be allowed to use LINT drug funds to purchase a computer networking program and technical assistance to install and get the program on line at a cost not to exceed \$1,900. Councilor Russell moved to accept the recommendation. Councilor Pompel seconded and the motion carried 4-0, 2 absent.

Staff Reports - City Attorney, Dave Gordon: Mr. Gordon addressed the billing from Buster Kittel for

cleanup burning work he did on the old Izaak Walton League property. Mr. Gordon stated that his office was still looking into this billing and that he would have an answer for the City Council at their next regularly scheduled meeting.

Mr. Gordon reported to the City Council that the deed for the triangular piece of property at the south east corner of the new postal facility is being held until easements for utilities are obtained. Mr. Gordon explained that he believes this matter should be resolved by the next regularly scheduled City Council meeting.

Mayor's Report, Fred Boehme: Mayor Boehme reported on two handouts which were included with the Council packets. These handouts were from Interim Recorder Ron Bartels and consisted of a report on his observations during his first week of employment and on a meeting of the Lincoln County Tax Coordination Committee which he attended in the Mayor's absence.

Citizen's Concerns: Mrs. Roxie Delap of 450 Alder Street addressed the City Council regarding the ongoing labor negotiations. Mrs. Delap questioned the Council as to where the money which has been spent to fight the employees has come from? The City Council declined to answer Mrs. Delap's questions.

Mr. Buster Kittel of Risley Creek addressed the City Council with regards to an outstanding bill which he presented to the City for the cleaning of the old Izaak Walton property. Mr. Kittel was instructed by the Council that he will need to speak directly with the City Attorney about this matter.

Correspondence: A letter from TCI Cablevision of Oregon was entered into the record. This letter dealt with rate increases scheduled to begin in 1994.

A letter from the Oregon State Police Department was read into the record. This letter dealt with a rent increase for the LEDs terminal.

Also received by the City Council was a petition signed by local citizens for safe streets asking that action be taken with regards to the intersection at the corner of Highway 34 and Cedar Street.

Mayor Boehme stated that letters received from KCM would be discussed under the water/wastewater facilities report.

Public Hearing: None.

Ordinance 608 regarding the text amendment to the Waldport Development Code was held over until the next regularly scheduled City Council meeting as that ordinance will need to be modified.

Old Business: Mr. Buster Kittel's billing for cleanup at the old Izaak Walton property was discussed. This matter was discussed by the City Attorney during staff reports and will be tabled until the next regularly scheduled meeting.

The KCM Water Master Plan was discussed by the City Council. Councilor Hansen explained the Water Master Plan document to the Council and that the plan has been approved by the Health Department and the Department of Environmental Quality. Councilor Hansen asked that the Water Master Plan be adopted by the Council. It was the consensus of the Council to table this item until the next regularly scheduled City Council meeting to allow the Council time to study this document.

Mayor Boehme informed the City Council that beginning immediately all information to be included in City Council packets is to be delivered to City Hall by noon on the Monday of the week before the meeting. Late information will be held over until the next regularly scheduled meeting.

New Business: An amendment to the KCM contract was addressed. Councilor Hansen moved for the approval of the amendment number one subject to FmHA approval. Councilor Pompel seconded and the motion carried 4-0, 2 absent.

Consent Calendar: None.

Resolutions and Ordinances: Action on Ordinance No. 607 was postponed by the Council until Mr. John Boyer, representative of Batzer Construction, could be present to explain the reason for requesting this ordinance.

Mayor Boehme reminded the Council that Ordinance 608 had been discussed earlier in the meeting and that it would be held over for the next regularly scheduled City Council meeting. Mrs. Sandra Stoltz of Emerald Coast Realty addressed the City Council with regards to clients of hers who are waiting to purchase property on Strawberry Lane for a vet clinic. Mrs. Stoltz explained that until this portion of the Ordinance is passed this sale cannot be completed and asked that the Council consider accepting definition one which pertains to clinics. City Attorney Dave Gordon advised the City Council that if it can state that it intends to approve that portion of the ordinance, it can be implemented. Mr. Gordon titled the ordinance and read it for the record. Councilor Hansen moved to approve the portion of Ordinance 608 which defines a clinic. Councilor Pompel seconded and the motion carried 4-0, 2 absent.

Mayor Boehme noted that there was an item in the correspondence section which was overlooked. This came from Jessa Friesen, Youth Center Director, and asked that the City Council approve a quiet study time from 3:30 p.m. to 5:00 p.m. Monday through Friday. Ms. Friesen went on to state that she would work with City staff to ensure that noise levels in the Youth Center do not interrupt activities in City Hall. This request was held over until the City Planner can be questioned regarding the parking requirements of the Youth Center.

Billings: The billings for the City Attorney, Dave Gordon, and the City Labor Negotiator, Mike Snyder, were entered into the record.

The City Council adjourned into a special executive session called under ORS 192.660(1)(d).

Following the executive session, the Waldport City Council reconvened in open session. Councilor Hansen moved to implement final offer made November 30, 1993, 5 days from the date the City's negotiator communicates the final compromise discussed in executive session; provided, however, that, if the union votes to accept the amended offer as discussed in executive session prior to the expiration of the 5 days, then the final offer will be so revised and the agreement ratified at the next regular or a special Council meeting. Councilor Pompel seconded and the motion carried 4-0, 2 absent.

Meeting Adjourned.

Ron Bartels, Interim City Manager

## December 20, 1993 Special Meeting Minutes

The purpose of this meeting was to discuss the Water Master Plan.

Roll Call: Mayor Fred O. Boehme; Council President Pat Tryon (absent); Councilor John Atkinson, Jan Hansen, George Russell (absent), Matt Pompel, Ken Train; Interim Manager Ron Bartels. Also attending was Treatment Plant Operator Sonja Pickner.

Councilor Hansen opened the meeting by introducing the Water Master Plan and offering to answer any questions she was able. There was extensive discussion of the options which are available, the possibility of hiring a full-time water treatment operator and where the money for that would come from. Sonja Pickner informed the Council that she felt Public Works employee Rick Nyhus would be qualified for the water treatment position. There was discussion of raising the water rates on a scheduled basis. There was also discussion of cross training both the water and sewer treatment plant operators.

Councilor Hansen moved that the Water System Master Plan be adopted as presented by KCM on December 9, 1993. Councilor Pompel seconded and the motion carried 4-0, 2 absent.