

CITY OF LINCOLN CITY

LINCOLN CITY COUNCIL AGENDA

MONDAY SEPTEMBER 13, 2021 6:00 PM

6:00 PM - The Lincoln City Council meeting for September 13, 2021 will be held via Zoom. The City Council Chambers will be open and the meeting will be broadcast live in the Council Chambers. It will also be live on Channel 4 and through streaming on the web at www.lincolncity.org.

Public comments can be submitted to publiccomment@lincolncity.org, by attending the City Council meeting, or by attending through Zoom invitation.

Public comments submitted by email to publiccomment@lincolncity.org will be summarized and entered into the record.

Citizens present in the Council Chambers will be given the opportunity to comment via Zoom. Laptops will be set up for those comments. Citizens present in the Council Chambers will be required wear a face covering and must observe social distancing. A member of the Information Technology staff will be present during the meeting to assist with any technical issues.

Citizens requesting to give public comment via Zoom must email publiccomment@lincolncity.org no later than 12 pm on the meeting day. The request must include the person's name, the subject the person wishes to address and the Zoom screen name the person intends to use for the meeting. A Zoom invitation will be sent to the person requesting prior to the meeting. Persons who will give public comment via Zoom will be placed in a Zoom waiting room upon entering the meeting until the public comment portion of the meeting at which time they will be admitted into the meeting through Zoom.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, for a hearing-impaired device, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to the City Recorder, 541-996-1203.

The Lincoln City Council reserves the right to add or delete items as needed, change the order of the agenda, and discuss any other business deemed necessary at the time of the meeting.

All information for this meeting is available at www.lincolncity.org under "Agenda, Packets & Video". This meeting will be televised on Channel 4. For additional rebroadcast times, please consult the Channel 4 guide on the hour.

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. CONSENT AGENDA

1. Regular Meeting – Minutes of Regular Meeting – August 23, 2021 6:00 PM
2. Request to name the NW 18th & 101 public plaza as "The Ed Johann Veterans Plaza"
3. City Letter of Support for EDALC's Business Oregon ROI Grant Application
4. Council Consent for Personnel Appointment

E. COUNCIL DELIBERATIONS

F. COMMENTS FROM CITIZENS PRESENT ON AGENDA/NON-AGENDA ITEMS

G. PRESENTATIONS

5. Updates re: Parks & Recreation and Public Work projects

H. PUBLIC HEARING / ORDINANCE

I. PUBLIC HEARINGS / PUBLIC COMMENTS

J. ORDINANCES

1. ORDINANCE NO. 2021-18 AN ORDINANCE AMENDING THE LINCOLN CITY MUNICIPAL CODE, TITLE 15 (BUILDINGS AND CONSTRUCTION), CHAPTER 15.04 (ADOPTION AND ENFORCEMENT OF CONSTRUCTION AND CONSTRUCTION-RELATED CODES) ADDING LOCAL AMENDMENTS

K. RESOLUTIONS

2. RESOLUTION NO. 2021-39 A RESOLUTION RESCINDING RESOLUTION NO. 2018-05 OF THE CITY OF LINCOLN CITY; AND DESIGNATING BANK DEPOSITORIES AND AUTHORIZED SIGNATORIES FOR CHECKS AND DRAFTS OF THE CITY OF LINCOLN CITY
3. RESOLUTION 2021-40 A RESOLUTION AUTHORIZING AND DIRECTING BUDGET TRANSFERS FOR THE CITY OF LINCOLN CITY, OREGON IN THE 2021-2022 FISCAL YEAR BUDGET
4. RESOLUTION NO. 2021 – 41 A RESOLUTION DECLARING AN EMERGENCY AND EXEMPTING THE NW JETTY SEWER FORCE MAIN REPAIR PROJECT FROM FORMAL COMPETITIVE BIDDING REQUIREMENTS PURSUANT TO OAR 137-049-0150 AND LCMC 2.05.080.A.

L. SPECIAL ORDER OF BUSINESS

5. Planning Commission Interview & Appointment - Robert Iadevaia Vincent & Mellissa Sumner
6. Budget Committee Interview & Appointment- Diana Bates
7. Construction Award for Sewer Pump Upgrades
8. Receive Engineer's Report and set information hearing for September 27, 2021 to consider creation of NE 26th St. Sewer Reimbursement District
9. Set 9-27-2021 Public Hearing for proposed use of Alternative Contracting Method for the Community Center Roof Replacement

- M. CITY MANAGER/CITY ATTORNEY REPORTS**
- N. ACTIONS, IF ANY, BASED ON WORK SESSION OR EXECUTIVE SESSION**
- O. ADDITIONAL COMMENTS FROM CITIZENS PRESENT ON NON-AGENDA ITEMS**
- P. ANNOUNCEMENTS OR COMMENTS BY CITY COUNCIL**
- Q. ADJOURNMENT**

CITY OF LINCOLN CITY

CITY COUNCIL MINUTES OF MEETING

August 23, 2021, 6:00 PM

The final minutes for this meeting are supplemented by an electronic recording of the meeting, which may be viewed online at www.lincolncity.org under the tab "Agendas, Packets and Videos". The staff reports, resolutions, ordinances, and other documents related to this meeting are also available at the same location. This meeting is rebroadcast on Cable Channel 4. (See Channel 4 guide on the hour at <http://www2.lincolncity.org/program-guide/>).

APPROVED BY CITY COUNCIL

DATE:

A. CALL TO ORDER

Mayor Wahlke called the meeting to order at 6:02 PM. Mayor Wahlke advised the public that there are now three ways to provide public comment.

1. Comments can be made through email to publiccomment@lincolncity.org;
2. Comments can be made via Zoom if a request is emailed to publiccomment@lincolncity.org by noon on the meeting day;
3. Comments can be made in person at the Council Chambers (COVID-19 precautions are taken).

B. ROLL CALL

Attendee Name	Title	Status	Arrived
Susan Wahlke	Mayor	Present	6:00 PM
Judy Casper	Councilor Ward 3	Present	6:00 PM
Riley Hoagland	Councilor Ward 2	Present	6:00 PM
Rick Mark	Councilor Ward 3	Present	6:00 PM
Mitch Parsons	Councilor Ward 1	Present	6:00 PM
Anne Marie Skinner	Councilor Ward 2	Present	6:00 PM
Vacant	Councilor Ward 1		

Staff Present: Lila Bradley, Interim City Manager; Richard Appicello, City Attorney; Sgt. Weaver, Lincoln City Police Department; Abigail Edwards, Human Resources Director; Alison Robertson, Economic Development and Urban Renewal Director; Ed Dreistadt, ELC Director; Stephanie Reid, City Engineer; Kirsten Brodbeck-Kenney, Library Director; David Twigg, I.T. Support Specialist; Jamie Young, City Recorder.

C. PLEDGE OF ALLEGIANCE

Skipped due to the meeting being held remotely.

D. CONSENT AGENDA

MOTION:	Consent Agenda
MOVER:	Rick Mark, Councilor Ward 3
SECONDER:	Mitch Parsons, Councilor Ward 1
AYES:	Wahlke, Casper, Hoagland, Mark, Parsons, Skinner
RESULT:	Passed

1. Regular Meeting – Minutes of Regular Meeting – August 9, 2021, 6:00 PM
2. Regular Meeting – Minutes of Work Session – August 16, 2021, 5:30 PM
3. Order Approving Real Property Lease- McKay's
4. Initiation of Amendments to LCMC, including Table 17.76.020-1
5. Personnel Appointment Consent

E. COUNCIL DELIBERATIONS

None

F. COMMENTS FROM CITIZENS PRESENT ON AGENDA/NON-AGENDA ITEMS

Tina Puckett gave public comment regarding access to public buildings during a pandemic.

G. PRESENTATIONS

6. Update - Helping Hands Re-Entry Outreach Centers

Alan Evans gave an update about the Helping Hands Re-entry Outreach Center. Mr. Evans said that permits have been obtained for both buildings and they are on track to be complete in December. Councilor Mark asked for a recap of the end goal. Mr. Evans said that when they are complete, it should house about 60 people including men, women, and children. Councilor Skinner asked about the opening in December if that includes the certificate of occupancy, landscaping requirement, conditionals of approval, and starting to house people. Mr. Evans confirmed that is the goal.

7. Update - NE 25th Street Housing Development with Innovative Housing Inc.

Alison Robertson, Economic Development and Urban Renewal Director, introduced Julie Garver from Innovative Housing Inc. Ms. Garver said there would be 107 family units; 41 one-bedroom, 50 two-bedroom, and 16 three-bedroom units. June of 2022 to start construction and August of 2023 will start taking names for a waiting list. Ms. Garver said they would be working with LRS Architects and GBC Construction. They will be ready for the pre-application meeting in 4-6 weeks. There will be Community focus meetings as well. Councilor Mark asked about 30 million dollars to build the apartments. Ms. Garver said that some of the money is for the following; oversight to make sure the funds are being spent appropriately, accountants and attorneys, and some of the funds are for the program itself. Councilor Mark asked about the plan for a crossing to the grocery store. Ms. Garver said they are going to keep that conversation going with staff and ODOT for future decisions. Councilor Hoagland asked if

the walking track would be tied into the ball fields, Skate Park, and schools. Ms. Garver said they have been looking into a pedestrian connection. John Southgate said Ms. Garver is held in very high regard around the state. Mr. Southgate also said the meeting they had went very well and that Lincoln City is ahead of their peers. Councilor Mark asked if there was a way for staff to put a number on the housing estimate by the end of 2023. Ms. Robertson said Economic Development and Planning are working on tracking the units with the housing needs assessment, in the last five years all the units have been market-rate units brought forward by the private sector. The City is down 28 units to meet the 20-year housing needs assessment. Ms. Robertson said that we are counting on the 25th Street project to help meet the 20-year housing needs assessment and bank years for the future.

H. PUBLIC HEARING / ORDINANCE

None

I. PUBLIC HEARINGS / PUBLIC COMMENTS

1.

MOTION:	Motion to Close the Public Hearing and the Record for Ordinance 2021-17, Administrative Adjustment
MOVER:	Anne Marie Skinner, Councilor Ward 2
SECONDER:	Judy Casper, Councilor Ward 3
AYES:	Wahlke, Casper, Hoagland, Mark, Parsons, Skinner
RESULT:	Passed by Voice Vote

Mayor Wahlke opened the public hearing at 6:57 PM. Mr. Appicello explained the ordinance and putting the six-inch adjustment back in the code, Planning Commission recommended the ordinance. Councilor Skinner is in favor and explained it was inadvertently removed from the previous ordinance. No citizens were present for comment.

2. Continuance of Public Hearing [GC portion of former Ordinance 2021-14 (now renumbered as Ordinance 2021-22)]

MOTION:	Motion to Continue to October 11, 2021, Ordinance 2021-22 GC 17.32 - Continuance to October 11, 2021
MOVER:	Anne Marie Skinner, Councilor Ward 2
SECONDER:	Riley Hoagland, Councilor Ward 2
AYES:	Wahlke, Casper, Hoagland, Mark, Parsons, Skinner
RESULT:	Motion to Continue - Passed

Mayor Wahlke opened the public hearing at 7:07 PM. Mr. Appicello explained the resolution.

J. ORDINANCES

3. ORDINANCE NO. 2021-17 AN ORDINANCE OF THE CITY OF LINCOLN CITY AMENDING THE LINCOLN CITY MUNICIPAL CODE, TITLE 17 (ZONING), CHAPTER 17.77 (APPLICATIONS), ADDING A NEW SECTION 17.77.005, (ADMINISTRATIVE ADJUSTMENT), AMENDING SECTION 17.77.010, (ADJUSTMENT), AMENDING CHAPTER 17.76 (ADMINISTRATIVE PROVISIONS) TO MAKE CORRESPONDING CHANGES TO TABLE 17.62.020-1.

MOTION: Motion to Pass the First Reading of Ordinance 2021-17 Administrative Adjustment
MOVER: Mitch Parsons, Councilor Ward 1
SECONDER: Riley Hoagland, Councilor Ward 2
AYES: Wahlke, Casper, Hoagland, Mark, Parsons, Skinner
RESULT: Passed by Roll Call Vote

4.

MOTION: Motion to Pass the Second Reading and Adoption of Ordinance 2021-17 Administrative Adjustment
MOVER: Judy Casper, Councilor Ward 3
SECONDER: Anne Marie Skinner, Councilor Ward 2
AYES: Wahlke, Casper, Hoagland, Mark, Parsons, Skinner
RESULT: Passed by Roll Call Vote

K. RESOLUTIONS

5. RESOLUTION NO. 2021-38 A RESOLUTION OF THE CITY OF LINCOLN CITY AMENDING RESOLUTION 2021-34 PROVIDING FOR EXTENSION OF THE CLOSURE OF NW 34TH COURT, ALLOWING THE CLOSURE OF NW 15TH TO LAPSE WITH REVIEW SCHEDULED FOR SEPTEMBER 27, 2021

Councilor Mark asked what the thing was behind keeping 34th Court closed and not 15th Street. Ms. Bradley said that NW 34th Street is not as accessible as NW 15th Street. Councilor Mark asked if there was a way to limit access to ADA only. Ms. Bradley said that would be very difficult but they are working on moving forward with the Mobi-mats for easier access at D' River, 51st Street, and Nelscott. Councilor Casper asked for a summary from the Police Department on how the changes affected their calls. Ms. Bradley said she would get a report from them as well as the Fire Department. Mayor Wahlke said those are the kind of statistics she would like to see at the meeting on the 27th of September.

MOTION: Motion to Approve Resolution 2021-38 Amending Resolution 2021-34 Traffic Control 15th Street and 34th Court
MOVER: Judy Casper, Councilor Ward 3
SECONDER: Anne Marie Skinner, Councilor Ward 2
AYES: Wahlke, Casper, Hoagland, Mark, Parsons, Skinner
RESULT: Passed by Roll Call Vote

L. SPECIAL ORDER OF BUSINESS

6. Ec Dev Toolbox - Loan Requests (Facade Improvement + Infrastructure Partners Program)

Alison Robertson, Economic Development and Urban Renewal Director, explained that in 2020 the City expanded the Economic Development Toolbox to include facade improvement and infrastructure partners programs. In 2021, staff received three applications and submitted a budget request for those applications. Ms. Robertson said the budget request was approved and staff met with the Loan Committee. The Loan Committee (Council Member Parsons, Council Member Skinner, and Council Member Mark) agreed to move three applications forward for full Council consideration if the financial reviews were positive.

Ms. Robertson said the first application is the Lincoln City Congregational Church of Christ for just under \$110,000 in facade improvements. This is the total cost of the project, which includes replacing the roof of the steeple and the portions of the roof that are visible from the street. The building is considered historic because it's over 50 years old but is not designated historic. Councilor Casper asked what were the qualification for moving this application forward. Ms. Robertson explained the roof and steeple are visible from the street; Ms. Robertson was on the fence regarding this application. Ms. Robertson said usually there are not loans for deferred maintenance or only roofs. Ms. Robertson said that we would not generally do a facade improvement and have a giant hole in the roof. Ms. Robertson said this project does qualify because it is in the City, a commercial building, and visible from the street. Councilor Mark said this seemed like a good project to support. Councilor Parsons said pushing it forward was to get it in front of the Council for everyone to discuss. Mayor Wahlke asked if the is a loan. Ms. Robertson confirmed zero percent interest, payable over ten years. Councilor Skinner said she was on the fence as well and what swayed her to move it forward was the steeple and the roof are visible from the street and it is a historic building. Councilor Casper asked if the roofing company would employ local workers and if there is money to do this. Councilor Hoagland asked how deferred maintenance is defined, and stated if it is leaking through the building it is deferred maintenance. Ms. Robertson said that it is up to the applicant to decide whom to use for the project. Ms. Robertson said there is \$410,000 in the toolbox for these applications and would be under budget if both requests were approved.

Ms. Robertson said the second application is for the Infrastructure Partners Program in the amount of \$150,000. The total cost of the project is estimated at \$1.6 million. The Loan Committee considered that the money was for site work only of 39 single-family detached homes. The Committee did not feel this would be a good project unless a portion of the homes were put in a land trust. Staff reached out to the applicant several times with no response before the Loan Committee discussed the application. This application was not moved forward.

Ms. Robertson said the third applicant is Pelican Brewing/Siletz Bay Holdings, in the amount of \$280,000 with \$150,000 to be forgiven. The project is to do a community overhead utility undergrounding. They are required to underground the utilities at the new project, but not the wires on Highway 101. This request will not only be for the owner to underground their project but extend to the North and the South of the project to include 900 feet along Highway 101. Councilor Mark spoke in favor of the loan. Councilor Skinner said that undergrounding the lines is beneficial to the community for not only aesthetics but also safety. Councilor Parsons agreed with Councilor Mark and Councilor Skinner.

7.

MOTION:	Motion to Approve the Loan for the Congregational Church of Christ as Part of the Revolving Loan Program as Part of the City's Economic Toolbox
MOVER:	Rick Mark, Councilor Ward 3
SECONDER:	Anne Marie Skinner, Councilor Ward 2
AYES:	Wahlke, Mark, Parsons, Skinner
NAYS:	Casper, Hoagland
RESULT:	Passed by Roll Call Vote

8.

MOTION: Motion to Approve the Infrastructure Partners Loan for Pelican Brewing in the Amount of \$280,000 with \$150,000 to be Forgiven Under the Revolving Loan Program as Part of the City's Economic Toolbox

MOVER: Rick Mark, Councilor Ward 3

SECONDER: Mitch Parsons, Councilor Ward 1

AYES: Wahlke, Casper, Hoagland, Mark, Parsons, Skinner

RESULT: Passed by Roll Call Vote

Mayor Wahlke read a comment sent by Mary Jones of Pelican Brewing regarding the loan approval thanking the Council.

9. Engineering Contract Award for Holmes Pump Station Replacement Project

MOTION: Motion to Award the Engineering Design Contract to Keller & Associates for the Holmes Pump Station Replacement in the Amount of \$96,285.

MOVER: Riley Hoagland, Councilor Ward 2

SECONDER: Anne Marie Skinner, Councilor Ward 2

AYES: Wahlke, Casper, Hoagland, Mark, Parsons, Skinner

RESULT: Passed by Roll Call Vote

Stephanie Reid, City Engineer, explained how the consultant is chosen for the project. \$96,285

10. Engineering Contract Award for Oar Pump Station Replacement

MOTION: Motion to Approve the Award of the Engineering Design Contract to HBH Consulting for Oar Pump Station Replacement in the Amount of \$99,750

MOVER: Mitch Parsons, Councilor Ward 1

SECONDER: Riley Hoagland, Councilor Ward 2

AYES: Wahlke, Casper, Hoagland, Mark, Parsons, Skinner

RESULT: Passed by Roll Call Vote

M. CITY MANAGER/CITY ATTORNEY REPORTS

11.

MOTION: Motion to Bring a Resolution Forward to the Next Meeting to Grant Check Signing Authority to HR Director Abigail Edwards

MOVER: Judy Casper, Councilor Ward 3

SECONDER: Anne Marie Skinner, Councilor Ward 2

AYES: Wahlke, Casper, Hoagland, Mark, Parsons, Skinner

RESULT: Passed by Voice Vote

Ms. Bradley spoke about having a work session before the council meetings at 3 PM. Mr. Appicello explained the need for the work session via Zoom. Mayor Wahlke advised Council to think about it and come back with a decision at the next meeting.

Mr. Appicello did not have anything for Council.

N. ACTIONS, IF ANY, BASED ON WORK SESSION OR EXECUTIVE SESSION

12.

MOTION:	Motion to Decline Property Offer to Continue Negotiations
MOVER:	Anne Marie Skinner, Councilor Ward 2
SECONDER:	Riley Hoagland, Councilor Ward 2
AYES:	Wahlke, Casper, Hoagland, Mark, Parsons, Skinner
RESULT:	Passed by Roll Call Vote

O. ADDITIONAL COMMENTS FROM CITIZENS PRESENT ON NON-AGENDA ITEMS*None***P. ANNOUNCEMENTS OR COMMENTS BY CITY COUNCIL**

Councilor Marks said he is sorry to hear Ms. Bridges is moving on and what is the next step in finding a Planning Director. Councilor Mark also inquired about the workload on the Dispatcher and the data that we have to quantify that information. Councilor Mark inquired about the overtime and call loads. Councilor Mark said he was on out Salishan Spit and looked across to see about 50 Pelicans in front of the new Pelican Brewery location waiting for it to open. Mayor Wahlke commented that in the past Police have offered ride-alongs for Councilors and they offer a sit-along for Dispatchers.

Councilor Parsons echoed Councilor Mark's sentiments about Ms. Bridges moving on. Councilor Parsons also recommended taking advantage of the ride along and sit along with the Police Department.

Councilor Skinner echoed the previous two Councilors' remarks about Ms. Bridges.

Councilor Hoagland spoke about the Small Cities meeting in Toledo. Councilor Hoagland also said the City of Toledo is looking at getting at least one if not two devices that were used to destroy weapons of mass destruction. Councilor Hoagland said these devices would be used to help process their wastewater. Councilor Casper said that people would want to tune into the Toledo City Council meeting Wednesday at 6 PM to find out more information.

Councilor Casper spoke about the disaster preparedness neighbor to neighbor in October. Councilor Casper said that our community has suffered a heartfelt loss. A businessman, family man, friend Griff Ford was killed in a horrific car crash last week. Councilor Casper offered her deepest sympathy on behalf of the Council to the Ford Family and friends with their loss of a great person. Councilor Casper said that he left us way too soon and will be deeply missed.

Mayor Wahlke said she was very touched by the comments during the tree dedication last week and thanked Councilor Hoagland.

Councilor Hoagland thanked everyone for their support with the tree dedication, he said it was very emotional. Councilor Hoagland also echoed Councilor Casper; he said that Griff was a good buddy of his. Councilor Hoagland also said he was one of those special people that would make you feel like you were his best friend; he has the time with a pencil behind his ear. Councilor Hoagland said it's very tragic.

Q. ADJOURNMENT

Mayor Wahlke adjourned the meeting at 8:22 PM

SUSAN WAHLKE, MAYOR

ATTEST:

JAMIE YOUNG, CITY RECORDER

Council Communication

Request to name the NW 18th & 101 public plaza as "The Ed Johann Veterans Plaza"

Meeting Date:	September 13, 2021	Primary Staff Contact:	Jeanne Sprague
Department:	Parks and Recreation	E-Mail:	JSprague@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Lila Bradley	Estimated Time:	10 min

Question:

Should the City Council approve the naming of the public plaza at NW 18th and 101 to be: The Ed Johann Veterans Plaza.

Staff Recommendation:

Staff recommends the Council approve the naming of this public plaza.

Authority:

Upon receipt of a naming request by Lincoln City Parks and Recreation, each proposal will then be considered by the Director of Lincoln City Parks and Recreation or his/her representative, members of the Lincoln City Parks and Recreation Board (a recommending body), City Manager or his/her representative, and final approval by City Council. (see Naming Policy)

Background:

The American Legion Lincoln City Post 97 is requesting this small, city-owned plaza, be named after Ed Johann for his lifetime of service to Lincoln City, North Lincoln County, Portland, the State of Oregon and to his country. The American Legion submitted a proposal to Lincoln City Parks & Recreation Director Jeanne Sprague (please see attached full proposal and map for details). Their name request is "The Ed Johann Veterans Plaza." Ms. Sprague placed this item on the 8/18/21 Parks and Recreation Board agenda. American Legion members presented their idea at this Board meeting, and the Board unanimously gave Ms. Sprague a recommendation to accept this name for the public plaza located at NW 18th and 101. Ms. Sprague then presented her approval and recommendation of accepting the name to Lila Bradley, City Manager. Lila Bradley is now recommending this public plaza naming to the City Council.

Council Options:

1. Approve the plaza name.
2. Do not approve the plaza name.

Financial Impact

Very limited – Parks and Recreation Dept. will buy and install a plaque to be placed at the plaza. (@ \$50-\$300)

Potential Motions:

Motion to approve the naming of the public plaza at NW 18th and 101 to be:
The Ed Johann Veterans Plaza.

Attachments:

P&R Resolution 2018-08 (PDF)
Summary of Ed Johann's Service to Lincoln City (DOCX)
NW 18th St Plaza (PDF)

RESOLUTION 2018-08**A RESOLUTION OF THE CITY OF LINCOLN CITY ESTABLISHING A POLICY FOR NAMING / RENAMING OF PARKS AND RECREATIONAL FACILITIES AND ESTABLISHING A POLICY FOR COMMEMORATIVE ITEMS.**

WHEREAS, ORS 226.400 expressly provides for the location and construction of memorials, monuments and buildings in City parks, including siting of veterans and pioneer memorials; and

WHEREAS, Lincoln City Municipal Code Section 12.16.090 provides for delegation to the Parks Director to accept donation of City Standard items. The Code also sets forth criteria for donations of non-standard items (e.g. durable, safe, not result in a lien, furthers the public interest); and

WHEREAS, with the recent hiring of the new Parks and Recreation Director, the Council identified a need to formalize a set of guiding principles and parameters for memorials and for the naming rights of Park and Recreation properties; and

WHEREAS, citizens have helped create a vision for the Lincoln City Parks & Recreation included in the 2016 Parks & Recreation System Plan; and

WHEREAS, memorial gifts and naming opportunities provide Lincoln City Parks & Recreation with additional resources to accomplish the vision outlined in System Plan; and

WHEREAS, these policies, attached as Exhibits A, and B herein, will serve as a guideline for development of future commemorative memorial, gift and naming opportunities; and

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Lincoln City, that pursuant to Lincoln City Municipal Code, the Council accepts and approves the new policies for commemorative items and naming opportunities attached hereto and incorporated herein as Exhibits A and B.

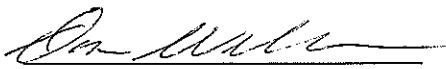
BE IT FURTHER RESOLVED, by the City Council of the City of Lincoln City, that:

1 Violation of the Rules of Conduct in LCMC 12.18.060 or the Supplemental Rules
2 attached hereto constitutes an offense against the City and is punishable as a Class A
3 Civil Infraction as provided in Chapter 1.16 LCMC; and

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6 PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF LINCOLN CITY THIS
7 11TH DAY OF JUNE, 2018.

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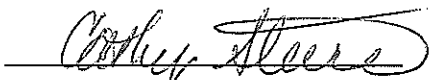

DON WILLIAMS, MAYOR

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14 ATTEST:

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CATHY STEERE, CITY RECORDER
CITY RECORDER

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22 **Exhibit A – Commemorative Item Policy**
23 **Exhibit B – Naming/Renaming of Parks and Recreational Facilities Policy**

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Exhibit A**POLICY NAME: Commemorative Items in Parks****Policy Category:** Parks & Recreation/ Planning/Development**Date Reviewed:****Date Adopted:****Contact Person:** Jeanne Sprague**Position:** Parks & Recreation Director**Authorized By:****Position:****Introduction**

Over the years many people have turned to Lincoln City's parks to find comfort and remember joyous occasions in their lives. As loved ones pass on, people frequently look to the beauty of Lincoln City's Parks and request permission to personalize certain spaces that they can visit over the years.

The intent of this policy is to provide people with an opportunity to commemorate or honor family, friends or events in one of Lincoln City's parks. This policy works in conjunction with Lincoln City Parks and Recreation's 'Naming/Renaming of Parks, Recreational Facilities and/or Features' Policy.

Purpose:

- To establish funding requirements and recognition standards for commemorative donations to Lincoln City Parks and Recreation.
- To reserve the right for City of Lincoln City Parks and Recreation to decide on type, location and acceptance of commemorative donations.

RELATED POLICIES AND ORDINANCES

- Policy for Naming/Renaming of Parks, Recreational Facilities and/or Features
- 2.06.090 Gifts Ordinance
- 12.16.090 Donations of Functional Items and Volunteer Projects Ordinance, A and B

LCP&R Cost:

Cost for memorial items are based on actual cost of the item, installation and basic maintenance. Every fiscal year, the Parks & Recreation Director will update the list of city standard memorial items and their related costs. The following costs are based on a relatively flat and easily accessible site. A site assessment prior to donation will be completed to determine the true cost of bench installation.

List of city standard commemorative items:

- Concrete benches or Water (drinking) fountains: Each bench or fountain will come with an engraved bronze plaque that can be personalized with the name of the donor/ person to be honored. Cost of benches/fountains are \$3,000 for waterfront locations, \$2,500 for non-waterfront locations. Duration of bench/fountain memorial is 10 years, with a 1st opportunity to re-apply for the memorial.
- Brick pavers: Each paver can be engraved with the donor/ person to be honored, unless otherwise noted. The cost for the engraved brick and its installation is \$150.

- Trees or Flower Beds: Each tree or flower bed will have a small, personalized plaque placed next to it with the name of the donor/ person to be honored.. Cost of tree or flower bed is \$350, and covers a 3-year period.
- Other park amenities not listed: Amenities including sculptures, interpretive signage, bike racks, or other suitable items may be arranged on an individual basis with the Parks and Recreation Director. These projects vary in size, cost, and availability of sites. Requests will be handled individually and gifts will include item costs and maintenance fee.
- There are a few unusual situations where a different item standard has already been established at the park site. In these situations, the Parks & Recreation Director will determine the most appropriate standard and costs.

Process for Review

Review of memorial items application is by the sole discretion of the Parks & Recreation Director, after review and recommendation by the Parks and Recreation Board (Ordinance 12.16.090). The Parks & Recreation Director, or staff directed by Director, connects with the donor to identify a specific location. LCP&R Maintenance and Recreation staff will then review the site and make a recommendation to the Director. If at any point the application or site is found to be unacceptable, this process starts over.

Plaques

Donors are responsible for any repair or replacement costs of the plaque. The plaque will be installed by LCP&R. Plaques are bronze and include 3" brass all-thread lugs with brass nuts. Plaques are no larger than 5" x 8". Text should be the name of the donor/ person to be honored. LCP&R must approve final wording before the order is submitted.

Payment

The donor can send a check to:

Lincoln City Parks and Recreation, Commemorative Item Program, PO Box 50, Lincoln City, OR, 97367.

A receipt will be sent to the donor for tax purposes.

Installation will not occur immediately but will reflect the payment made to the City (e.g. waterfront or non-waterfront). City reserves the right to install such donated standard or non-standard item when installation is appropriate. Timeframes run from installation.

Installation of the Commemorative Item

The commemorative item will be ordered once payment is received. When the item has been received and installation scheduled, the donor will be informed of the estimated installation date. This can take several months after the receipt of the payment. Installation will be coordinated with donor's schedule whenever possible.

Exhibit B

POLICY NAME: Naming/Renaming of Parks, Recreational Facilities and/or Features

Policy Category: Parks & Recreation/ Planning/Development

Date Reviewed:

Date Adopted:

Contact Person: Jeanne Sprague

Position: Parks & Recreation Director

Authorized By:

Position:

Introduction

The naming or renaming of parks and recreational facilities is complex and sometimes emotionally evocative since assigning a name is a powerful and permanent identity for a public place and/or facility. The naming and renaming of parks and/or recreational facilities often requires significant resources in terms of changing names on signs, maps, and literature. In addition, excessive and constant name changing can be the source of confusion to the public. The purpose of this policy is to provide guidance to those that have an interest in the naming and or renaming of the City's parks and/or recreational facilities.

Policy Statement

It is the policy of Lincoln City Parks and Recreation to reserve the name or renaming of parks and/or recreational facilities for circumstances that will best serve the interests of the city and ensure a worthy and enduring legacy for the City's park and recreation system. To this end, Lincoln City Parks and Recreation supports consideration of naming requests within the following broad categories:

Historic Events, People, and Places

The history of a major event, place or person may play an important role in the naming or renaming of a park as communities often wish to preserve and honor the history of a city, its founders, other historical figures, its Native American heritage, local landmarks and prominent geographical locations, and natural and geological features through the naming of parks.

Outstanding Individuals

The City has benefited, through its evolution, from the contributions made by many outstanding individuals. This category is designed to acknowledge the sustained contribution that has been made by such individuals to the City and the development and management of the City's park and recreation system.

Major Gifts

Over the years, Lincoln City and the Lincoln City Parks and Recreation have benefited from the generosity of some of its residents, businesses, and foundations. On occasion, the significance of such donations may warrant consideration being given to requests from either the donor or another party to acknowledge such a gift by naming.

RELATED POLICIES

- Policy for Commemorative Items
- 2.06.090 Appointive Bodies Ordinance - Gifts

Definitions

Naming: the permanent name assigned by City Council via an ordinance to a given park or recreational facility.

Parks: all traditionally designed parks, gardens, natural open spaces, and specialized parks under the stewardship of Lincoln City Parks and Recreation.

Recreational facilities: major structures such as community centers, swimming pools, pavilions, tennis courts, sports fields, and fountains located within lands under the stewardship of Lincoln City Parks and Recreation.

Donations: a donation of property, goods or cash generally with no expectation of return. If the gift is contingent upon a special request, it is made subject to "condition."

Guiding Principles

General Principles

In considering proposals for the naming or renaming of a park and/or recreational facility, the following general principles will be taken into account either collectively or individually.

When naming a new park and/or recreational facility, the proposed name will:

- Engender a strong positive image
- Be appropriate having regard to the parks/recreational facility's location and/or history
- Have historical, cultural or social significance for future generations
- Commemorate places, people or events that are of continued importance to the city, region, state, and/or nation
- Have symbolic value that transcends its ordinary meaning or use and enhances the character and identity of the park and/or recreational facility
- Have broad public support
- Shall not result in the commercialization of the park and/or recreational facility if it accompanies a corporate gift

Renaming a park and/or recreational facility

Proposals to rename parks and/or recreational facilities whether for a major gift or community request are not encouraged. Likewise, names that have become widely accepted by the community will not be abandoned unless there are compelling reasons and strong public sentiment from the broader community for doing so. Historical or commonly used place names will be preserved wherever possible.

Naming/renaming parks and/or recreational facilities for Outstanding Individuals

Naming or renaming a park and/or recreational facility for an outstanding individual is encouraged only for those who have been deceased for at least three years (this provision can be waived at Council's directive) and where that person's significance and good reputation have been accepted in the City's, State's and/or Nation's history.

In considering the naming/renaming of a park and/or recreational facility after a deceased person, priority will be given to those who made a sustained and lasting contribution to

- Lincoln City's park and recreation system
- The City of Lincoln City
- The State of Oregon
- The Nation

The naming of a park and/or recreational facility after people who may have lost their lives due to war or a tragic event will be considered only after the shock of such event has lessened within the community.

Naming/renaming for Historic Events, People, and Places

When a park and/or recreational facility is associated with or located near events, people, and places of historic, cultural or social significance, consideration will be given to naming that park and/or recreational facility after such events, people, and places. In considering such proposals, the relationship of the event, person or place to the park and/or recreational facility must be demonstrated through research and documentation.

Naming for Major Donations

From time to time, a significant donation may be made to the City that will add considerable value to the City's park and recreation system. On such occasions, recognition of this donation by naming a new park and/or recreation facility in honor of or at the request of the donor will be considered.

As a guideline, the threshold for considering the naming of a park and/or recreational facility will include one or more of the following:

- Land for the majority of the park was deeded to the city.
- Contribution of a minimum of 60% of the capital construction costs associated with developing the park/recreational facility.
- Provision of a minimum 20-year endowment for the continued maintenance and/or programming of the park/recreational facility.

Donors do not acquire naming rights, even for major donations. The City Council reserves the right to reject proposed donations dictating the name of the facility or park or property. The City prefers to commemorate donations with a suitable plaque acknowledging the donation rather than renaming. Individuals seeking to make a donation with the hope to have the facility named for an individual donor (or to honor someone) will be encouraged to follow the principles that apply to naming a park for an outstanding person. Exceptions to this will be considered on their own merits. Lincoln City Parks and Recreation reserves the right to rename any park and/or recreational facility if the person for whom it is named turns out to be disreputable or subsequently acts in a disreputable way. Naming parks and/or recreational facilities with a company name is discouraged. The name of the donor or person to be honored is the only text to be included in any Park or facility name.

Other Considerations

To minimize confusion, parks will not be subdivided for the purpose of naming unless there are readily identifiable physical divisions such as roads or waterways. However, naming of specific major recreational facilities within parks will be permitted; under these circumstances such names should be different to the park name to avoid user confusion.

All signs that indicate the name of a park and/or recreational facility shall comply with Lincoln City's graphic and design standards. Specialized naming signage will not be permitted.

Naming Text

As Lincoln City Parks and Recreation operates a large and diverse park system, it is important that the naming text assist in communicating the type of development and use. Therefore, the following terms will be applied as part of the naming process:

- **"Park"** applies to all parks that have been or will be developed primarily for recreational purposes. Such parks usually involve a high degree of landscape and recreational facility development.
- **"Open Space"** applies to all parks where the primary purpose is the conservation of the natural environment. Such parks generally will have little or no development.

REVIEW PROCESS: Procedures & Guidelines

These procedures and guidelines have been established to ensure that the naming or renaming of parks and/or recreational facilities is approached in a consistent manner.

Requests for naming/renaming of parks and/or recreational facilities

All requests for the naming or renaming of a park and/or recreational facility shall be made in writing to the Director of Lincoln City Parks and Recreation.

Requests should contain the following minimum information:

- The proposed name
- Reasons for the proposed name
- Written documentation indicating community support for the proposed name
- Description/map showing location and boundaries of the park
- If proposing to name a facility within a park, include a description/map showing the location of the facility.

- If proposing to rename a park or facility, include justification for changing an established name
- If proposing to name a park or facility after an outstanding person, include documentation of that person's significance and good reputation in the City's, State's or Nation's history.

Assessing and approving naming/renaming requests

Upon receipt of a naming request by Lincoln City Parks and Recreation, each proposal will then be considered by the Director of Lincoln City Parks and Recreation or his/her representative, members of the Lincoln City Parks and Recreation Board (a recommending body), City Manager or his/her representative, and final approval by City Council. Assessment includes:

- Review of the proposed request for its adherence to the policies of Lincoln City Parks and Recreation.
- Ensure that supporting information has been authenticated, particularly when an individual's name is proposed.
- Take into consideration the comments of the relevant neighborhood association(s) or wards.
- The Parks and Recreation Director, Board and City Manager will then present a recommendation to the City Council who may either accept or reject any proposal.

The Ed Johann Veterans Plaza

The NW 18th Street Plaza in Lincoln City is presently unnamed. The American Legion Lincoln City Post 97 is requesting this small, city-owned plaza, be named after Ed Johann for his lifetime of service to Lincoln City, North Lincoln County, Portland, the State of Oregon and to his country. Ed is a 98-year-old, living legend. Naming a plaza after him would be fitting tribute to his usually direct but humble approach to his many amazing accomplishments. At age 17, younger than most Taft High School seniors, Ed was serving our country in the U.S. Navy rescuing survivors of the U.S.S. Arizona, West Virginia and Oklahoma who were struggling in the waters of Pearl Harbor during and after the surprise attack.

Here is a short list of Ed's service to North Lincoln County since moving there in 1979:

- 15 years on the Lincoln City Council (and never missed a meeting);
- Former member and chair of the Lincoln City Parks & Recreation Board;
- A founder, then President of the North Lincoln County Museum;
- Former president of Wildwoods and Trails;
- Former president of the Lincoln County Sharp Shooters;
- 1987 Lincoln City Couple of the Year with his late wife Marion;
- Former member of the Lincoln City Library Board of Directors;
- Former member of the Lincolnnaires who would sing at local long term care facilities;
- Former member of the North Coast Historic Tourism Council;
- Former chair of the Lincoln City Budget Committee; and
- Active Member of the American Legion Lincoln City Post 97

Prior to moving to Lincoln County, Ed served about 27 years as a Portland Firefighter and was an active member of Mt. Hood Rescue and Recovery for 20 years. Ed loved to climb mountains all over the world and was active in the Mazamas, a club of mountaineers who have served the Northwest for 127 years. One of Ed's proudest accomplishments (among his numerous lifetime accomplishments) was not about him. Rather his pride was directed at six blind students (four boys and two girls) who climbed to the peak of Mt. Hood in 1973, led by Ed and a team of Mazamas.

On behalf of all the Members of the American Legion Lincoln City Post 97, we are requesting the Lincoln City Parks and Recreation Board provide its support to our request to name the NW 18th Plaza to honor Ed. With your support, we are confident the Lincoln City Council will approve our request at an upcoming meeting.

Our tentative name for the plaza is: **The Ed Johann Veterans Plaza**

OP-IM

OP-MSH

NW 18TH ST



Council Communication

City Letter of Support for EDALC's Business Oregon ROI Grant Application

Meeting Date: September 13, 2021 Primary Staff Contact: Alison Robertson
 Department: Economic Development E-Mail: alisonr@lincolncity.org
 Secondary Dept: Secondary Contacts:
 Approval: Lila Bradley Estimated Time: 10 Min

Question:

Should the City Council approve staff to provide a Letter of Support for EDALC's (Economic Development Alliance of Lincoln City) application for Business Oregon's Rural Opportunities Initiative (ROI) Grant?

Staff Recommendation:

Staff recommends the Council direct staff to provide a Letter of Support to EDALC for the grant application. Draft Letter is attached.

Background:

Please see attached request letter from EDALC and Program Information.

Council Options:

Provide (Do not provide) Letter of Support to EDALC for their grant application.

Financial Impact

Consideration for future Councils and Budget Committees (future request for \$2.00 per capita, estimated \$20,000).

Potential Motions:

N/A – Consent Agenda Item

Attachments:

2021_LincolnCity_LetterOfSupport_EDALC-GrantApp (PDF)
 Lincoln_City_ROI_application_support_request (PDF)

ROI_program_info (PDF)

EDALC_overviewJuly2021_SMALLFILE (PDF)

September 14, 2021

Brian Plinski, Entrepreneurship Strategist
Business Oregon

RE: EDALC's Rural Opportunity Initiative Program application

Dear Brian:

The City of Lincoln City is writing this letter in strong support of the Economic Development Alliance of Lincoln County's (EDALC) Rural Opportunity Initiative application to join the program in the Concept phase.

EDALC will serve as the lead applicant. Out of the gates, EDALC is looking to partner with Lincoln City, Newport and Toledo as well as the Lincoln County Small Business Development Center. In coming years, they will seek to grow this coalition to include other Lincoln County municipalities.

We have been a partner in economic development with EDALC for years, and this program will provide a more formal means to create a true local coalition across the county to support our local entrepreneurial ecosystem and our larger small business community.

The City not only supports this application, but plan to continue to be an active partner moving forward towards our shared goals. We look forward to solidifying our relationship with EDALC and exploring ways Lincoln City can bring both capacity and funding to this worthy work.

We feel that EDALC is uniquely positioned to provide additional capacity and expertise to support both the short- and the long-range economic development goals of Lincoln City, as well as the larger county-wide region.

Thank you very much for considering EDALC's application to join the ROI program, with the support and collaboration of Lincoln City as one of the inaugural coalition partners.

Sincerely,

Susan Wahlke, Mayor





September 7, 2021

Lincoln City Mayor and City Council
801 SW Highway 10
Lincoln City, OR 97367

RE: Business Oregon's Rural Opportunity Initiative Program

Dear Mayor Wahlke and City Councilors,

The Economic Development Alliance of Lincoln County (EDALC) will be submitting an application this month to Business Oregon's Rural Opportunity Initiative program (ROI).

The program is designed for multiple rural community partners to come together as a coalition to provide economic development support services and organize projects that help to build a region's entrepreneurial ecosystem and to help drive the future success of a region's small business community.

This is a six-year program, broken into three two-year phases: Concept, Launch and Scale. If our regional application is selected for the Concept phase, Business Oregon will provide financial support and consulting expertise to grow and activate our coalition for long-term support and success. Future phases require additional applications, building off the coalition's prior work.

EDALC will serve as the lead applicant. Out of the gates, EDALC is looking to partner with the cities Lincoln City, Newport, and Toledo as well as the Lincoln County Small Business Development Center. In coming years, we will seek to grow this coalition to include other Lincoln County municipalities.

Initially, our coalition will focus on four project goals. The first is the continuation and enhancement of core economic development services that extend the capacity of all partners - this includes management and marketing our Lincoln County Enterprise Zone, development of an ongoing business retention and expansion program (BRE), continued assistance with targeted business attraction, development of a county-wide data-source for commercial properties (both for sale and for lease) using the State's Oregon Prospector system and the development of a locally-driven set of metrics that track the health of our economic ecosystem (that we are calling the Lincoln County Economic Vitality Report Card).

Beyond this work, we will focus special attention (in partnership with the SBDC for education and technical assistance) on specific sectors of our local economy: local food-sector businesses, development of new and access to childcare services and growing and enhancing the



capabilities of our local creative economies. Along the way, we will seek to build the network of connected entrepreneurs and support them with access to resources, dedicated events and direct counseling (through both EDALC and the SBDC).

Part of building this coalition successfully is sharing both the capacity burden and the financial support of this work. Business Oregon would be looking to contribute up to \$30,000 each year of the Concept phase of our program. EDALC will provide both in-kind support and bring in the financial support of private sector businesses (as well as Lincoln County itself). Our in-development budget would also need financial support of our municipal partners. To be equitable, we would be looking at a per-capita annual support level of between \$1-\$2 from each municipality annually.

Our application to the ROI program does not require the financial commitment from the municipalities at this time (though we already do have some commitments), but just a commitment to work together as we refine and define our project goals and budgets (the short application window for the ROI program does not allow the time for all funding and project commitments to be in place - those are developed and refined as part of the early Concept stage).

Our long-range goal for this program is to provide a structure to work together as a coalition to support both targeted local economic development efforts and collaborative efforts county-wide, well into the future.

We feel that EDALC is uniquely positioned to provide additional capacity and expertise to support both the short- and the long-range economic development goals of Lincoln City, as well as the larger county-wide region.

Thank you very much for considering supporting this multi-jurisdictional coalition of partners dedicated to economic future our entire region.

Cordially,

Paul Schuytema, Executive Director



Rural Opportunity Initiative (ROI) 2021-2023 Request for Grant Proposals (RFGP)

Business Oregon is pleased to announce a Request for Grant Proposals for the 2021-2023 Rural Opportunity Initiative (ROI) grant program. The Oregon Legislature has allocated \$2 million to the program for the current biennium, an increase over prior cycles, which has led to the program revisions outlined below.

This RFGP will be released on August 9, 2021, and close on September 20, 2021. An evaluation committee comprised of internal and external stakeholders will review proposals to determine awards, with an announcement expected by mid-October 2021.

1.0 Introduction to the Rural Opportunity Initiative (ROI)

The Rural Opportunity Initiative is Business Oregon’s strategic effort to empower rural communities to support entrepreneurs and small business growth. Through financial support, innovative partnerships, network expansion, capacity support and access to business development resources, ROI strengthens entrepreneurial ecosystems within and across Oregon’s rural communities, with a particular emphasis on diverse populations and low-income households.

At its core, ROI is designed to create an economy that works for all Oregonians. It is inclusive and community-driven, empowering local leaders to define and implement collaborative strategies that elevate the role of entrepreneurship in rural economic development, enabling entrepreneurs to create place-based enterprises that buoy local economies. In lieu of a ‘one size fits all’ approach, ROI reflects community priorities and acknowledges that the best people to determine the right approach for a community are the residents themselves.

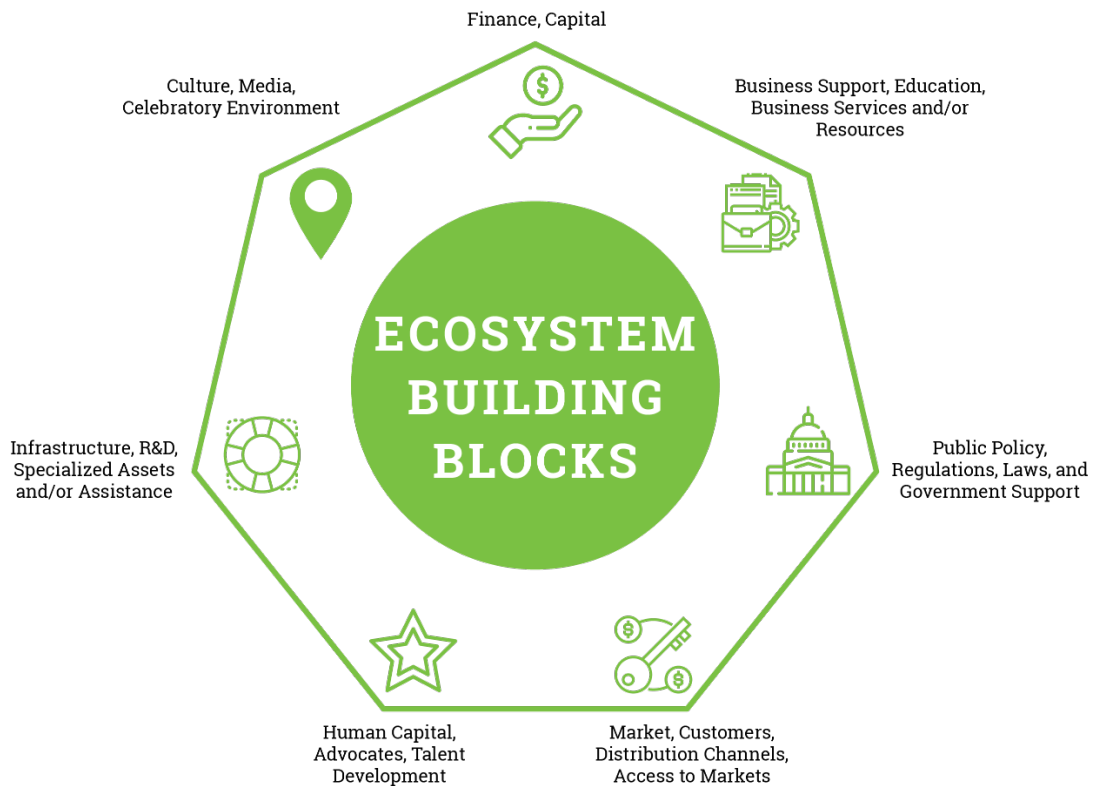
Small businesses and entrepreneurs drive rural economies, and are a major source of opportunity as well as resiliency. ROI’s emphasis on cultivating a healthy and complete ecosystem creates integrated resources and encourages collaboration. This “whole community” approach helps entrepreneurs thrive in the good times and recover faster and more fully following disruptions.

ROI is an investment in the vision and aptitude of rural communities and aligns with Business Oregon’s strategic plan to innovate, grow local businesses, cultivate rural economic stability, and champion opportunity for underrepresented people.

1.1 Entrepreneurial ecosystems

A growing body of evidence—both academic and anecdotal—demonstrates the importance of a robust and dynamic entrepreneurial “ecosystem” to entrepreneurship and small business growth. Business Oregon’s ROI program was an earlier adopter of this approach and has been supporting rural ecosystems for several years. With nearly all net new job creation in the U.S. attributable to new and young companies (less than 5 years old), the case for entrepreneurship as economic development is well-established.

An entrepreneurial ecosystem is the network of individual actors, organizations, institutions, and processes that formally and informally interact to connect, mediate, and govern performance within a given entrepreneurial environment (OECD, 2014). Commonly recognized components of an entrepreneurial ecosystem include finance, business support, public policy, markets, human capital, infrastructure, R & D, and culture –but it is their strength as an interconnected whole that determines the health of an ecosystem and its capacity to support entrepreneurs. Visually, an ecosystem can be represented by the following image:



ROI supports projects demonstrating both a vision and a plan to address identified gaps and inefficiencies in their local ecosystem. ROI prioritizes projects that strengthen the individual components of the ecosystem and their integration with one another in order to support entrepreneurs and their

businesses. Communities with more robust entrepreneurial ecosystems tend to have more economic diversification, greater local control, less dependency on outside forces, and better retention of profits generated within the community—all of which contributes to more vibrant places with higher levels of self-determination and resiliency.

1.2 2021-2023 ROI Program Changes

The COVID pandemic and resulting infusion of government funds into all manner of programs, including broadband, access to capital, and small business technical assistance, plus the transition to remote work where employees can exercise more control over where they want to live based on cost of living and quality of life has created new opportunities for rural entrepreneurs and the ecosystems that support them.

However, the creation of an entrepreneurial ecosystem doesn't occur in a vacuum. It requires the informed, deliberate, self-conscious, coordinated, and inclusive efforts of many stakeholders—grounded by the experiences of entrepreneurs themselves.

Business Oregon recognizes that entrepreneurial ecosystem building occurs over time and stages and communities are at varying points along this spectrum. Some may have just encountered the entrepreneurial ecosystem approach as an economic development tool while others are fine-tuning their ecosystems after many years of work. The emphasis on a continuum helps the program tailor financial and capacity support to individual community needs at any given stage along their journey—from entry to exit from ROI.

In addition to the ROI programs, over the next couple years, following the recommendations outlined in the agency's [10 Year Innovation Plan](#), Business Oregon will be supporting the development of Regional Innovation Hubs to propel region-specific innovation and entrepreneurship. The Hubs will be focused on supporting traded sector, innovation-based, early stage companies within a regional ecosystem, and will complement ROI by enhancing access to resources and technical expertise as well as provide a gateway to other state funded programs.

ROI Stages

ROI initially designated the three major stages along the ecosystem-building continuum as **concept, launch, and scale**. After a reduced emphasis on this approach last biennium, 2021-2023 ROI applicants will again submit applications based on their self-assessed stage. This staged approach is intended to more explicitly formalize the ecosystem-building continuum while maintaining flexibility to fund place-based projects supporting entrepreneurship. It acknowledges communities within the same stages tend to share similar

characteristics, needs, resources, opportunities, and constraints. And it institutes benchmarks or identifiable steps along the route that demonstrate progression and indicate when a community has 'transitioned' from one stage to another and therefore requires, in general, a progressed set of supports to continue their trajectory. Lastly, this framework constitutes an effort to identify when a community has built a dynamic, cohesive, functioning ecosystem that can be sustained without ongoing support from ROI. As ROI was not intended to provide indefinite support, this framework provides a clearer "off ramp" to help ROI communities more successfully transition off of regular ROI funding.

Business Oregon is introducing a few minor changes to the program, outlined below:

- Stages—applicants will apply to ROI according to their self-identified stage in the entrepreneurial ecosystem building spectrum.
- Award sizes—concept, launch, and scale communities will have different ranges of award sizes that reflect commonalities in terms of needs, opportunities, and resources.
- Capacity—all awardees will receive support in the form of resources for capacity building, either through funding of additional FTE, the program's consultant(s), or both.
- Progression—it is expected communities will make and demonstrate progress from one stage to another on the eventual path towards a sustainable entrepreneurial ecosystem.
- Number of awards—will be dictated by quality and quantity of applicants but the program will target a blend of an equal number of awardees per stage—ideally 4-6 per.

Concept (award range \$30,000-\$60,000)

- **About**—Concept communities are in the early stages of identifying entrepreneurship as a viable long-term solution to the economic and social health of their community and want to be intentional about building an ecosystem to support it. Communities in the Concept stage have a few key leaders who are interested in this model but they need broader community support and additional partners. Roles within the ecosystem are emerging but a lack of coordination and cohesiveness in Concept communities often results in gaps or redundancy among resources and/or providers. Concept communities are eager to assess their ecosystem to gather actionable information (data) to inform their work—identifying strengths, weaknesses, and local assets. Although there may not be a strong entrepreneurial culture, influential people are committed to changing that. Entrepreneurial resources exist but are disjointed or in competition, making access cumbersome and time consuming for entrepreneurs, who may lack a

network of like-minded people. Concept communities are starting small but thinking big—about what they can do and how they’ll do it.

- **Duration**—Awardees should advance through the Concept stage in one to two grant cycles. The work undertaken in the concept stage is tantamount to creating the human infrastructure at the heart of ecosystem building. It takes time, relationship building, and community self-assessment.
- **Non-financial support**—Concept communities will receive support from the ROI consultant(s) and ecosystem pillar organizations in the form of additional capacity, ecosystem assessments, strategic planning, fundraising, and project branding to expand and broaden support from partners and the community.

Launch (award range \$40,000–\$100,000)

- **About**—Launch communities have established the basic human infrastructure necessary to support the ecosystem. They are ready to grow in all respects —visibility, cohesiveness, impact on entrepreneurs —and many partners agree on a “next step” direction or project that would benefit their overall ecosystem or fill a gap. Their ecosystem building efforts are informed by data (qualitative and quantitative) and assessments and correspond to the community’s identity, existing assets, and entrepreneurial needs. Stakeholders are well defined and the group has grown in number and influence as well as become more proactively inclusive. Launch communities have generated buzz and attracted the attention of local political leaders who can drive systemic change and will be key in sustaining the work long term. A culture of entrepreneurship is emerging and entrepreneurs themselves are typically able to find the resources they need, although silos and gaps may persist. Launch communities are poised to solidify functioning ecosystems and are capable of undertaking a sophisticated project to support entrepreneurship.
- **Duration**—Awardees should proceed through the launch stage in no more than two grant cycles. Individual ‘projects’ will vary widely based on local conditions and entrepreneurial needs but could include establishment of a commercial kitchen, development of a new program, efforts to integrate with other ecosystems, capacity to fill an identified gap or barrier, construction of a multi-resource hub, etc. At the launch stage, an ROI community has identified a well-defined solution for their ecosystem and is implementing it.

- **Non-financial support**—Launch communities will receive support from the ROI consultant(s) and ecosystem pillar organizations in the form of additional capacity, strategic planning and organizational development, fundraising and resource identification, project branding and marketing, reporting and analysis, professional training, access to capital support, and more.

Scale (award range \$80,000–\$150,000)

- **About**—Scale communities have significant, measurable momentum and are ready to maximize their potential. They have a history of successful, collaborative, and visible work and a major investment would solidify the foundation of their ecosystem and propel them towards sustainability. Scale communities have increased and integrated entrepreneur support services and developed thriving networks. They have generated support from local policy makers, developed a culture favorable to entrepreneurship, and built an organizational structure that is improvement driven, adaptable, and capable of withstanding staff changes. Connections with the K-12 system, local colleges, and workforce development are active and contributing to a pipeline of future entrepreneurs. Local industries have taken notice and are engaging in the promotion and sustainability of the ecosystem. Entrepreneurs have increased access to capital, talent, and resources; they are seen as an asset to the economy and culture of the community and able to wield their influence to support public policies that favor further small business growth. Scale communities have diverse funding streams, a clear place-based identity and are proposing to undertake a growth project that reflects a broad consensus.
- **Duration**—Awardees should proceed through the scale stage in a single grant cycle, possibly two if circumstances warrant. As with other stages, scale projects will be determined by local conditions and entrepreneurial needs. Examples of scale projects could include a significant infrastructure investment that enhances opportunities for entrepreneurship, expanding or integrating programs on a regional basis, implementing a long-term sustainability plan, cultivating capital access and deal-flow among investors, enhancing industry partnerships that strengthen the ecosystem, and more. Scale communities are undertaking growth projects that better prepare them for long term viability.
- **Non-financial support**—Scale communities will receive support from the ROI consultant (s) and ecosystem pillar organizations in the form of additional capacity, strategic planning and organizational development, fundraising and resource identification, project branding and marketing, reporting and analysis, professional training, access to capital support, and more.

Sustain or Transition (award range \$15,000–\$40,000)

- **About**—Sustain awards are for Scale communities who are transitioning off of ROI support and for which a modest award will help leverage other financial resources or contribute to the overall sustainability of their efforts. These are communities who fit the SCALE characteristics but may not have a SCALE-level project for which to apply or who may have recently completed a SCALE-level project. Not every Scale community will receive this additional support. Grantees in this stage will demonstrate how this transitional award would contribute to their long-term maintenance and success of their entrepreneurial ecosystem. Transition communities have been funded under ROI for several cycles and are either preparing to exit or need to regroup in order to refocus their efforts. Business Oregon will use this funding with a high degree of discretion in order to bridge an exit from ROI or maintain existing progress as a community works through a clearly defined obstacle.
- **Duration**—This transitional support is available for only one cycle.
- **Non-financial support**—Sustain communities will also receive additional capacity support specific to long-term financial and operational sustainability.

ROI is not intended to be prescriptive and the examples of eligible projects or activities above are not all encompassing. Although the expectation of ROI is that communities will progress between stages there is no guarantee of renewed or recurring funding. Each biennium will trigger a new RFGP and allow an evaluation committee to assess projects based on past performance, current progress, and future promise. There are always more requests for funding than the program can support and not all applicants are awarded funding.

EDALC

OPERATIONAL OVERVIEW 2021

Economic Development Alliance of Lincoln County



2020-21 - A Year of Challenge and Change

Our last year has brought about unprecedented challenges, changes and disruptions, but it has also created so many opportunities for our Lincoln County communities to unite and to work together. With the support of our dedicated Board of Directors, I am excited to drive forward a re-energized and re-imagined **Economic Development Alliance of Lincoln County**. EDALC has served Lincoln County for over twenty-five years, and we again stand at the ready to lead and collaborate on the vital economic recovery work needed in the years to come.

Paul Schuytema
Executive Director



Our Mission

To deliver economic development services that facilitate the creation, growth and retention of Lincoln County businesses.



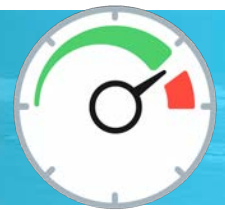
Who is EDALC?

We are the **Economic Development Alliance of Lincoln County**, a 501 (c)(6) non-profit economic development organization. We work every day to attract, support and grow businesses in Lincoln County to ensure community-wide economic well-being and an improved quality of life.

Day-to-day, we work to problem solve and connect businesses with the information and the resources they need to succeed. We research data and work within our extensive network to identify opportunities and mitigate challenges for our local business community. We collaborate with other organizations on projects that enhance our local and regional economic vitality and diversity.

Our organization has served Lincoln County for over 25 years, and is governed by a local board of directors. We receive our funding from local governmental units, our local business community and grant dollars.

Moving the Needle - Recent Progress



- Completed re-designation (and management) of our local **Lincoln County Enterprise Zone**
- Worked with the Cascades West Economic Development District to draft a new five-year **Comprehensive Economic Development Strategy (CEDs)** for the region
- Created a new **economic development website** for local business information and attraction
- Inaugural partner in the **Oregon Ocean Innovation Hub (O2IH)**, authored four project briefs, and assisted with numerous funding efforts to grow the local and regional Blue Economy
- Collaborated on **impactful local projects**, including business attraction work with Lincoln City and the ART Toledo project in Toledo
- Continuous **business and remote worker recruitment**, via digital marketing channels
- Completed research and developed report of top **25 Lincoln County employers** for OED (the first update since 2017)
- Helped facilitate county-wide economic development **listening sessions** in November, 2020
- Annual review and evaluation of **Community and Economic Development Grant** applications

EDALC's new Executive Director's professional experience and outside perspective have created a stronger connection between City and County Economic Development efforts. EDALC is a vital partner in my work to brainstorm, leverage capacity and further shared objectives for our community as a whole.

- *Alison Roberson, Director, Economic Development, Lincoln City*



On the Horizon in 2021-22

- Keep our focus on **long-term economic recovery**
- Continue to forge a county-wide economic development **strategic plan of work**
- Implement a strong **Business Retention and Expansion (BRE)** program
- Support local and regional **Blue Economy** and **entrepreneurial** efforts
- Maintain and promote commercial property inventory via **OregonProspector**
- Develop a **multi-organizational strategic plan website** to better inform and engage
- Gather and share **meaningful economic data** and develop an **economic vitality report card**
- Continue to collaborate with other organizations on **impactful projects**

Local and Regional Leadership

EDALC has been the sole Lincoln County Economic Development Organization for the last 27 years with well over \$160 million in growth in Lincoln County from Board-lead projects in the last five years.

EDALC's Executive Director is an award-winning technology entrepreneur and economic developer, practicing full-time economic development (with a rural focus) for over twelve years.

EDALC serves locally and regionally on results-driven efforts:

- The Governor's South Valley and Mid-Coast Economic Recovery Team
- The Oregon Cascades West Economic Development District Board of Directors
- The Oregon Cascades West Council of Governments Loan Program Review Subcommittee (access to business capital)
- Regional Broadband Action Team (four counties) - currently managing an EDA-funded project feasibility study
- Mid-Coast Water Planning Partnership (as Industry/Economic Development Chair)
- Newport Chamber of Commerce (Board of Directors)
- Lincoln County SBDC Advisory Committee
- Yaquina Bay Economic Foundation (Board of Directors)

EDALC has created stronger relationships between business and local government and plays an important role in marketing Lincoln County to potential business recruitments. With the addition of Paul as Director, Lincoln County is taking an active role in regional economic development and collaborating with other partners in surrounding counties.

- *Melissa Murphy, Regional Development Officer, Business Oregon*



EDALC BOARD OF DIRECTORS

Tracy Bailey, *Chair*, Senior Planner, Confederated Tribes of Siletz Indians

Kerry Kemp, *Vice Chair*, Retired Waldport City Manager

Lesley Ogden, M.D., *Secretary*, CEO, Samaritan Lincoln County Hospitals

Michael Smith, *Treasurer*, Vice President and District Manager, US Bank

Curt Abbott, *At Large*, Founder and Owner, Oregon Coast Technology

Robert Cowen, Ph.D., Director, Hatfield Marine Science Center

Zack Dahl, Co-Owner, Dahl Disposal

Bryan Fitzsimmons, Owner, Fitzsimmons CPA

Dr. Karen Gray, Superintendent, Lincoln County School District

Doug Holbrook, Owning Partner, Holbrook & Associates

Carrie Lewis, CEO, Oregon Coast Aquarium

Paula Miranda, Manager, Port of Newport

Linda Roy, Owner and Broker, Lincoln City Realty

Birgitte Ryslinge, Ph.D., President, Oregon Coast Community College

Doug Hunt, *Ex Officio*, Lincoln County Commissioner

EDALC STAFF

Executive Director

Paul Schuytema

O: 541.265.4544

C: 541.961.8800

E: paul@businesslincolncounty.com



Project Associate

Cindy Bruckart

O: 541.265.4544

E: cindy@businesslincolncounty.com



Economic Development Alliance of Lincoln County

324 N. Coast Highway, #5

P.O. Box 716

Newport, OR 97365

t. 541 265 4544

"We are working with EDALC on our Downtown Revitalization and Executive Director Paul has been a joy and an invaluable asset in developing our ARTS Toledo endeavor!"

- Rod Cross, Mayor, City of Toledo

www.BusinessLincolnCounty.com

Council Communication

Personnel Appointment Consent

Meeting Date:	September 13, 2021	Primary Staff Contact:	Abigail Edwards
Department:	Human Resources	E-Mail:	ADonowho@lincolncity.org
Secondary Dept:		Secondary Contacts:	Abigail Edwards
Approval:	Lila Bradley	Estimated Time:	5 minutes

Background:

The attached memorandum presents 2 candidates for employment with the City of Lincoln City.

Potential Motions:

A motion to approve the personnel appointments, upon successful completion of pre-employment conditions, as recommended by staff.

Attachments:

Council Memo for Personnel Appointments (PDF)



MEMORANDUM

To: City of Lincoln City Mayor and Council
From: Abigail Edwards, Human Resources Director
Date: September 8, 2021
Re: Council Consent to Ratify Employment Recommendation

To the Honorable Mayor and City Council:

As required by the City Charter, in the Lincoln City Municipal Code Chapter 5, Section 2.9, when an interim City Manager is in place, the appointment or removal of personnel must be approved by the Council.

Interviews were conducted, and the following recommendation has been reviewed and approved by the Interim City Manager. Thank you for considering the following personnel appointments for ratification upon successful completion of pre-employment conditions:

Name:	<u>Anne Marie Skinner</u>
Position Applied For:	<u>P&CD Director</u>
Background Check:	<u>Complete/Passed</u>

Name:	<u>Saylor Pearson</u>
Position Applied For:	<u>Facilities Maintenance—Community Center</u>
Background Check:	<u>Pending</u>
Pre-Employment Physical/Drug Screening:	<u>Pending</u>

Respectfully,

A handwritten signature in black ink that reads "Abigail Edwards".

Abigail Edwards
HR Director

Council Communication

Updates re: Parks & Recreation and Public Work projects

Meeting Date: September 13, 2021 Primary Staff Contact: Jeanne Sprague
Department: Parks and Recreation E-Mail: JSprague@lincolncity.org
Secondary Dept: Public Works Secondary Contacts:
Approval: Lila Bradley Estimated Time: 10 mins

1. Dog Park planning

- a. Collaborative project between Parks & Recreation, Public Works, ADA office, and Planning
- b. Community Center (map draft attached)
- c. Planning budget:
 - i. Fencing: \$17,562
 - ii. ADA sidewalk access, benches, drainage, park equipment, signs, other
- d. No current City budget – brainstorming with other Depts on fundraising ideas

2. Mobi-mats

- a. Collaborative project between Parks & Recreation, Public Works, Explore Lincoln City, and ADA office (mat image attached)
- b. On order, 450 feet of mobi-mat for ADA access for \$17,999 at:
 - i. D River beach access
 - ii. SW 51st/Taft beach access, and
 - iii. Nelscott/ SW 33rd beach access
- c. State Park permits have been approved
- d. Parks and Streets will install, with Parks maintaining

Attachments:

Community Center Dog Park Fencing Measures (JPG)
mobi-mat image on beach (JPG)



Point for temporary fence to work on half of park at a time.

A person wearing a green and white plaid shirt, black shorts, white socks, and black shoes is walking away from the camera on a blue textured path with two white stripes. The path is bordered by a wooden fence on the right and a blue barrel is visible in the background on the left. The ground is sandy.

G.5.b

Packet Pg. 44

Council Communication

Ordinance 2021-18 Local Amendments to Building Code

Meeting Date:	September 13, 2021	Primary Staff Contact:	Richard Appicello
Department:	City Attorney	E-Mail:	RAppicello@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Lila Bradley	Estimated Time:	10 minutes

Question(s):

Should the City Council conduct and approve First and Second Reading of Ordinance 2021-18 entitled:

ORDINANCE NO. 2021-18

AN ORDINANCE AMENDING THE LINCOLN CITY MUNICIPAL CODE, TITLE 15 (BUILDINGS AND CONSTRUCTION), CHAPTER 15.04 (ADOPTION AND ENFORCEMENT OF CONSTRUCTION AND CONSTRUCTION-RELATED CODES) ADDING LOCAL AMENDMENTS

Staff Recommendation:

Staff recommends Council conduct First Reading of Ordinance 2021-18 and, *if unanimous*, Conduct and approve Second Reading. Any changes must be read.

Authority:

City of Lincoln City Charter, Chapter IX. Section 9.2(1) provides that an ordinance may be enacted at a single meeting of the Council by unanimous vote of all Council members voting when a quorum is present upon being read by title only. Adoption of an ordinance after second reading requires the express concurrence of a majority of the members present. Ordinances may be read by title only, after compliance with Charter procedures. A non-emergency ordinance takes effect on the thirtieth (30th) day after its adoption or on a later day the ordinance prescribes. An ordinance adopted to meet an emergency may take effect as soon as it is adopted or on some other date specified in the ordinance.

Background:

The 2019 Oregon Structural Specialty Code and the 2019 Oregon Residential Specialty Code include provisions for "Optional local adoption" See 101.2.1 of the Structural Code and R101.2.2

of the Residential Code attached. This ordinance elects to regulate certain matters listed in the local option rule.

Financial Impact:

None.

Council Options:

1. Conduct and approve First Reading. Read changes, if any. Conduct and Approve Second Reading and Adopt the Ordinance.
2. Conduct and approve First Reading. Read changes, if any. Continue Second Reading to September 27, 2021 [or]
3. Continue First Reading to September 27, 2021.

Potential Motions:

City Attorney: [Conduct First Reading of Ordinance by Title only]

ORDINANCE NO. 2021-18

**AN ORDINANCE AMENDING THE LINCOLN CITY MUNICIPAL CODE, TITLE 15
(BUILDINGS AND CONSTRUCTION), CHAPTER 15.04 (ADOPTION AND
ENFORCEMENT OF CONSTRUCTION AND CONSTRUCTION-RELATED CODES)
ADDING LOCAL AMENDMENTS**

Motion to approve First Reading of Ordinance 2021-18.

If unanimous: City Attorney conducts Second Reading

City Attorney: [Conduct Second Reading of Ordinance by Title only]

Council:

1. Motion to approve Second Reading and adopt Ordinance 2021-18.

[or]

2. Motion to set Second Reading for September 27, 2021.

Attachments:

4627 Building Code 9-7-2021 clean (DOCX)

2019 Oregon Structural Speciality Code Excerpt 101.2.1 (PDF)
2019 Oregon Residential Structural Code Excerpt R101.2.2 (PDF)

ORDINANCE NO. 2021-18

AN ORDINANCE AMENDING THE LINCOLN CITY MUNICIPAL CODE, TITLE 15 (BUILDINGS AND CONSTRUCTION), CHAPTER 15.04 (ADOPTION AND ENFORCEMENT OF CONSTRUCTION AND CONSTRUCTION-RELATED CODES) ADDING LOCAL AMENDMENTS

Annotated to show deletions and additions to the code sections being modified. Deletions are **~~lined through~~** and additions are **bold underlined**.

WHEREAS, Chapter 2, Section 2.1 and 2.2., of the City of Lincoln City Charter provides:

2.1 Powers of the City

The city has all powers which the constitutions, statutes and common law of the United States and of this state expressly or impliedly grant or allow municipalities as fully as though this charter specifically enumerated each of those powers.

2.2 Construction of Charter

In this charter no mention of a particular power shall be construed to be exclusive or to restrict the scope of the powers which the city would have if the particular power were not mentioned. The charter shall be liberally construed to the end that the city may have all powers necessary or convenient for the conduct of its municipal affairs, including all powers that cities may assume pursuant to state laws and to the municipal home rule provisions of the state Constitution; and

WHEREAS, the above referenced grant of power has been interpreted as affording all legislative powers home rule constitutional provisions reserved to Oregon Cities. *City of Beaverton v. International Ass'n of Firefighters, Local 1660, Beaverton Shop*, 20 Or. App. 293; 531 P 2d 730, 734 (1975); *LaGrande/Astoria v. PERB*, 281 Or 137, 142 (1978), *aff'd on reh'g* 284 Or 173 (1978); and

WHEREAS, the Oregon Building Codes Division made several portions of the State Building code optional, requiring action by local governments to adopt those provisions; and

WHEREAS, Council desires to make the following local amendments, adding optional provisions of the building code to the City Building Code; and

1
2 **THE CITY OF LINCOLN CITY ORDAINS AS FOLLOWS:**

3
4 **SECTION 1.** Chapter 15.04 (*Adoption and Enforcement of Construction and*
5 *Construction-Related Codes*), is hereby amended to add optional local amendments as a
6 new Section 15.04.115 (*Optional Local Amendments to Adopted Codes*) as follows:
7

8 **15.04.115 Optional Local Amendments to Adopted Codes.**

9
10 **Notwithstanding the adoption of the Oregon Structural Specialty**
11 **Code (OSSC) in LCMC 15.04.110.010.A., the Oregon Residential Specialty**
12 **Code (ORSC) in 15.04.110.010.F., and the permit exemptions contained**
13 **therein, the City of Lincoln City specifically requires a permit for the**
14 **following listed items. In addition, the construction standards of the OSSC**
15 **or ORSC, as applicable, remain applicable for these items:**

- 16 **A. Protection of adjoining property, as defined by Chapter 1 of the**
17 **OSSC.**
- 18 **B. Retaining Walls as defined by Chapter 1 of the OSSC and ORSC, as**
19 **applicable (i.e. walls greater than 4 feet in height and retaining**
20 **walls where the wall supports ascending slopes exceeding 3:1 or**
21 **the wall supports a non-soil surcharge).**
- 22 **C. Fences, as defined by Chapter 1 of the OSSC and ORSC, as**
23 **applicable. (i.e. fences constructed of wood, wire, mesh or chain**
24 **link, when such fences are greater than seven feet in height;**
25 **fences constructed of materials other than wood, wire, mesh or**
26 **chain link, require a permit regardless of height.**
- 27 **D. Tanks as defined by Chapter 1 of the OSSC and ORSC, as**
28 **applicable. (i.e. exterior to and not attached to a regulated**
29 **building**
- 30 **E. Flagpoles as defined by Chapter 1 of the OSSC. (i.e. poles not**
31 **attached to or supported by a regulated building provided the**
32 **flagpole is greater than 25 feet in height).**
- 33 **F. Ground-mounted photovoltaic systems, as defined by Chapter 1**
34 **of the OSSC and ORSC, as applicable (i.e. greater than 10 feet in**
35 **height).**
- 36 **G. Signs as defined by Chapter 1 of the OSSC, (i.e. not located in a**
37 **public right-of-way and not attached to or supported by a**
38 **regulated building).**
- 39

1 **SECTION 2. Findings adopted.** Findings contained in the Whereas Clauses of this
2 ordinance, as well as the competent substantial evidence in the whole record of this
3 legislative proceeding are incorporated into this section by reference as if fully set forth
4 herein, and are adopted in support of this legislative action.

5
6 **SECTION 3. Severability.** The sections, subsections, paragraphs and clauses of this
7 ordinance are severable. The invalidity of one section, subsection, paragraph, or clause
8 shall not affect the validity of the remaining sections, subsections, paragraphs and
9 clauses.

10
11 **SECTION 4. Savings.**
12
13 Notwithstanding the amendment to this Title, the existing Title remains valid and in full
14 force and effect for purposes of all criminal, civil or administrative code enforcement
15 cases or applications filed or commenced during the time said ordinances were
16 operative. Nothing in this Ordinance affects the validity of prosecutions commenced
17 and continued under the laws in effect at the time the matters were originally filed.

18
19 **SECTION 5. Ordinance Effective Date.** Pursuant to Chapter IX, Section 9.3, this
20 ordinance takes effect 30 days after the date of its adoption.

21
22 **SECTION 6. Codification.** Provisions of this Ordinance shall be incorporated in the City
23 of Lincoln City Municipal Code and the word "ordinance" may be changed to "code",
24 "article", "section", "chapter" or another word, and the sections of this Ordinance may be
25 renumbered, or re-lettered, provided that any Whereas clauses and boilerplate
26 provisions (i.e. Sections 2-6) need not be codified and the City Recorder is authorized to
27 correct any cross-references and any typographical errors.

28
29 The foregoing ordinance was distinctly read by title only in accordance with Chapter IX,
30 Section 9.2 of the City of Lincoln City Charter on the 13th day of September, 2021 (First
31 Reading) and on the 13th day of September, 2021 (Second Reading).
32

1 PASSED AND ADOPTED by the City Council of the City of Lincoln City this 13th day of
2 September, 2021.

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SUSAN WAHLKE, MAYOR

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11

12 ATTEST:

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JAMIE YOUNG, CITY RECORDER

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19 APPROVED AS TO FORM:

20
21

RICHARD APPICELLO, CITY ATTORNEY

22

CHAPTER 1 SCOPE AND ADMINISTRATION

PART 1—SCOPE AND APPLICATION

SECTION 101 GENERAL

101.1 Title. These regulations shall be known as the *Oregon Structural Specialty Code* and may be cited as such and will be referred to herein as “this code.”

101.2 Scope. The scope of this code is as provided in ORS 455.020(1).

ORS 455.020 is not part of this code but is reprinted here for the reader’s convenience:

455.020 Purpose; scope of application; exceptions; scope of rules; fees by rule.

(1) This chapter is enacted to enable the Director of the Department of Consumer and Business Services to promulgate a state building code to govern the construction, reconstruction, alteration and repair of buildings and other structures and the installation of mechanical devices and equipment therein, and to require the correction of unsafe conditions caused by earthquakes in existing buildings. The state building code shall establish uniform performance standards providing reasonable safeguards for health, safety, welfare, comfort and security of the residents of this state who are occupants and users of buildings, and will provide for the use of modern methods, devices, materials, techniques and practicable maximum energy conservation. [Formerly 456.755; 1991 c.227 §2; 1991 c.310 §2; 1995 c.304 §1; 1995 c.400 §5; 1999 c.1045 §13; 1999 c.1082 §11; 2001 c.710§8]

The *Oregon Structural Specialty Code* as adopted by the State of Oregon, Building Codes Division, includes portions of the *International Building Code*, the *International Fire Code* and other nationally adopted codes.

It does not include provisions of the “State Fire Code” adopted under the State Fire Marshal’s statutory authority. Unlike the “State Fire Code,” the provisions of the *Oregon Structural Specialty Code* shall apply to the construction, reconstruction, *alteration, repair* and installation of materials and equipment in or a part of buildings and structures covered under the *state building code*.

Detached one- and two-family *dwellings* and *townhouses* not more than three stories above *grade plane* in height with a separate means of egress and their *accessory structures* shall comply with the *Residential Code*.

101.2.1 Optional local adoption. In addition to the work exempt from building permit in Section 105, the following matters are exempt from building permits unless specifically required by a municipality’s local ordinance. If a municipality adopts an ordinance to require a permit for any of the items below, the construction standards of this code shall be applicable:

1. Protection of adjoining property.
2. Retaining walls. Statewide, retaining walls that provide safeguards for the users of buildings; support *accessible* parking; support a regulated building; or retain material, which if not restrained, could impact a regulated building, shall require a building permit. A municipality may adopt an ordinance to regulate other retaining walls, provided that the threshold established for requiring a permit does not include retaining walls 4 feet (1219 mm) or less in height, when measured from the bottom of the footing to the top of the wall, except where the retaining wall supports ascending slopes exceeding 3:1 or where the retaining wall supports a nonsoil surcharge. A local height threshold greater than 4 feet (1219 mm) is allowed.
3. Fences, other than required swimming pool barriers, constructed of wood, wire mesh or chain link. Statewide, fences serving as a swimming pool barrier, or as a portion of a swimming pool barrier, for swimming pools accessory to not more than four dwelling units shall require a building permit. A municipality may adopt an ordinance to regulate the construction of other fences constructed of wood, wire mesh or chain link, provided that the threshold established for requiring a building permit does not include fences that are 7 feet (2134 mm) or less in height. A municipality may adopt an ordinance to regulate fences constructed of materials other than wood, wire mesh or chain link, regardless of height. A local height threshold greater than 7 feet (2134 mm) is allowed, regardless of which materials are used.
4. Tanks that are located exterior to and not attached to or supported by a regulated building.
5. Cellular phone, radio, television and other telecommunication and broadcast towers that are not attached to or supported by a regulated building.
6. Flagpoles not attached to or supported by a regulated building. A local municipality may adopt an ordinance to require a permit for these structures provided that a permit is not required for these structures that are 25 feet (7620 mm) or less in height. A local height threshold greater than 25 feet (7620 mm) is allowed.

SCOPE AND ADMINISTRATION

7. Ground-mounted photovoltaic systems. A local municipality may adopt an ordinance requiring a building permit for these structures, provided that a permit is not required where these structures are 10 feet (3048 mm) or less in height measured to the highest point of the installation and no public access is permitted beneath the structures. A local height threshold greater than 10 feet (3048 mm) is allowed.
8. Signs not located in a public right-of-way, and not attached to or supported by a regulated building, which may include local adoption of Appendix H.
9. Fixed docks, piers or wharves with no superstructure.
10. Equipment shelters not intended for human occupancy with a building area of 250 square feet or less, designated as Risk Category I or II.
11. Unoccupied grain elevators and silos not exempted by ORS 455.315.
12. Tsunami loads, in accordance with Appendix O.
13. Rodentproofing, in accordance with Appendix F.
14. The design and construction of in-ground swimming pools accessory to not more than four dwelling units.

101.2.2 Matters not available for local regulation under the statutory authority of the state building code. While the following matters may be included in the published national model code, they may not be regulated by the local municipality under the authority of the *state building code*. Any references to these matters in this code have been retained for the convenience of the reader.

101.2.2.1 Matters outside the statutory authority of the state building code. The following matters are outside the statutory authority of the *state building code* in Oregon. Local municipalities may not regulate these matters under the *state building code*. A municipality may have additional authority outside of the *state building code* to regulate these matters locally, where not preempted:

1. Pursuant to the regulation of dangerous buildings, a municipality may adopt seismic rehabilitation plans that provide for phased completion of repairs that are designed to provide improved life safety but that may be less than the standards for new buildings.
2. Abatement of nuisances and dangerous buildings.
3. Portable fire extinguishers.
4. Fire safety during construction.
5. Public utility towers and poles.
6. Building or structure encroachments into the public right-of-way.
7. Demolition.
8. Hydraulic flood control structures, including but not limited to dams and levees.
9. Mechanical equipment not specifically regulated in the *state building code*.
10. Temporary use of streets, alleys and public property.

11. Floating structures.
12. Detached tents and other membrane structures erected for periods of 180 days or less.
13. Administration and implementation of a National Flood Insurance Program (NFIP).
14. Transitional housing accommodations.
15. Employee qualifications, in accordance with Appendix A.
16. Fire districts, in accordance with Appendix D.
17. Flood-resistant construction, in accordance with Appendix G.
18. Grading, in accordance with Appendix J.
19. Construction located in the public right-of-way.

101.2.2.2 Matters preempted by the state building code. The following matters are preempted by the *state building code* and may not be adopted by a local municipality:

1. Appendix B (Board of Appeals).
2. Appendix E (Supplementary Accessibility Requirements).
3. Appendix K (Administrative Provisions).
4. Appendix L (Earthquake Recording Instrumentation).
5. Appendix M (Tsunami-generated Flood Hazard).
6. Appendix N (Replicable Buildings).

101.2.3 Appendices adopted. The following appendices are adopted by the State of Oregon, Building Codes Division, as part of the *state building code*:

1. Appendix C (Agricultural Buildings).
2. Appendix I (Patio Covers).
3. Appendix P (Tall Wood Buildings).

101.3 Purpose. The purpose of this code, as provided in ORS 455.020(1) and noted in Section 101.2, is to establish the minimum requirements to provide a reasonable level of safety, health and general welfare through structural strength, means of egress facilities, stability, sanitation, adequate light and ventilation, energy conservation, and safety to life and property from fire and other hazards attributed to the built environment and to provide a reasonable level of safety to fire fighters and emergency responders during emergency operations. It is not the purpose of this code to create or otherwise establish or designate any particular class or group of persons who will or should be especially protected or benefited by the terms of this code. Nothing in this code limits a local municipality's ability to require application of its own ordinances, or to enforce its own ordinances.

SECTION 102 APPLICABILITY

102.1 General. Where there is a conflict between a general requirement and a specific requirement, the specific requirement shall be applicable. Where, in any specific case, different sections of this code specify different materials, methods of construction or other requirements, the most restrictive shall govern. Consistent with discretionary decision-making powers granted to building officials, a building official may take any action including but not

2021 ORSC

Blue = Existing added language

~~Strikethrough and red~~ = New deleted language

Blue and underline = New to ORSC language

CHAPTER 1 SCOPE AND ADMINISTRATION

PART 1—SCOPE AND APPLICATION

SECTION R101 GENERAL

R101.1 Title. These provisions shall be known as the *Oregon Residential Specialty Code* and shall be cited as such and will be referred to herein as “this code.”

R101.2 Scope. The *Oregon Residential Specialty Code*, as adopted by the State of Oregon, Building Codes Division, includes portions of the *International Residential Code* and the *International Fire Code* pertaining to any construction, reconstruction, alteration, repair and installation of materials and equipment in or part of buildings and structures covered under the *state building code*.

R101.2.1 Application. The provisions of this code shall apply to the construction, *alteration*, movement, enlargement, replacement, *repair, equipment*, use, occupancy and location of the following:

1. Detached one- and two-family *dwelling*s and *townhouse*s classified as Group R-3, not more than three stories above *grade plane* in height, and *their accessory structures*.
2. Detached owner-occupied *lodging houses* containing not more than five guest rooms.
3. Residential aircraft hangars as defined in Section R202.
4. Live/work units located in detached one- and two-family *dwelling*s and *townhouse*s and complying with the requirements of Section 419 of the *Building Code*.

The following uses shall comply with the *Building Code*:

1. New “family childcare” uses and new “foster care” uses identified in ORS Chapters 418, 443 and 329A, located within detached one-family *dwelling*s, shall be classified as Group R-3 occupancies.
2. *Congregate living facilities*.

Consistent with discretionary decision-making powers granted to *building officials*, a *building official* may take any action including but not limited to waiving a requirement, modifying a requirement and/or accepting an alternate method to the requirements of the *state building code*. When waiving or accepting a modification, a *building official* shall not allow a provision that would create an unsafe or dangerous condition regarding fire and life safety, and may not enforce requirements that are in addition to the *state building code* except where additional code requirements are specified by the terms of an alternate method approval.

R101.2.2 Optional local adoption. In addition to the work exempt from building *permits* in Section R105, the following items are exempt from building *permits* unless specifically required by a *municipality's* local ordinance. If a *municipality* adopts an ordinance to require a *permit* for any of these items, the construction standards of this code shall be applicable:

1. Fences, other than required *swimming pool* barriers, constructed of wood, wire mesh or chain link. Statewide, fences serving as a *swimming pool* barrier, or as a portion of a *swimming pool* barrier, shall require a building *permit*. A *municipality* may adopt an ordinance to regulate the construction of other fences constructed of wood, wire mesh or chain link, provided that the threshold established for requiring a building *permit* does not include fences that are 7 feet (2134 mm) or less in height. A *municipality* may adopt an ordinance to regulate fences constructed of materials other than wood, wire mesh or chain link, regardless of height. A local height threshold greater than 7 feet (2134 mm) is allowed, regardless of which materials are used.
2. Retaining walls. Statewide, retaining walls that provide safeguards for the users of the buildings, support a regulated building or retain material that, if not restrained, could impact a regulated building shall require a building *permit*. A *municipality* may adopt an ordinance to regulate other retaining walls, provided that the threshold established for requiring a *permit* does not include retaining walls 4 feet (1219 mm) or less in height, when measured from the bottom of the footing to the top of the wall except where the retaining wall supports ascending slopes exceeding 3:1 or where the retaining wall supports a nonsoil surcharge. A local height threshold greater than 4 feet (1219 mm) is allowed.
3. Freestanding radio television and other telecommunication antennae and towers not attached to or supported by a regulated building. A local *municipality* may adopt an ordinance to require a building *permit* for these structures.
4. Ground-mounted photovoltaic systems. A local *municipality* may adopt an ordinance requiring a building *permit* for these structures, provided that a *permit* is not required where these structures are 10 feet (3048 mm) or less in height measured to the highest point of the installation and no public access is permitted beneath the structures. A local height threshold greater than 10 feet (3048 mm) is allowed.
5. Tanks that are located exterior to and not attached to or supported by a regulated building.
6. Fixed docks not supporting a superstructure.
7. The design and construction of in-ground *swimming pools* accessory to detached one- and two-family *dwelling*s, and individual *townhouse dwelling units*.

Council Communication

Resolution 2021-39 Authorizing Bank Depositories and Signatories

Meeting Date:	September 13, 2021	Primary Staff Contact:	Richard Appicello
Department:	City Attorney	E-Mail:	RAppicello@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Lila Bradley	Estimated Time:	5 Minutes

Authority:

Resolution 2021-30 designates the City's bank depositories and authorized signatories for checks and drafts of the City of Lincoln City.

Background:

Resolution 2021-39 authorizes First Interstate Bank, Lincoln City Branch, Bank of the West, Lincoln City Branch and Local Government Investment Pool as designated depositories of the City of Lincoln City, OR.

Resolution 2021-39 added the Human Resources Director and Police Lieutenant to the list of approved signatories.

Council Options:

1. Motion to approve Resolution 2021-39 rescinding Resolution 2018-05 designating bank depositories and authorized signatories for checks and drafts of the City of Lincoln City.
2. Do not approve Resolution 2021-39.

Attachments:

4666 Resolution 2021-39 (DOC)

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RESOLUTION NO. 2021-39

A RESOLUTION RESCINDING RESOLUTION NO. 2018-05 OF THE CITY OF LINCOLN CITY; AND DESIGNATING BANK DEPOSITORIES AND AUTHORIZED SIGNATORIES FOR CHECKS AND DRAFTS OF THE CITY OF LINCOLN CITY

WHEREAS, Deborah A. Bridges, is retiring as the Finance Director for the City of Lincoln City, necessitating an update to the Resolution of authorized signatories for the City of Lincoln City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LINCOLN CITY, OREGON, AS FOLLOWS:

Section 1. Effective September 13, 2021, First Interstate Bank, Lincoln City Branch; Bank of the West, Lincoln City Branch; and the Local Government Investment Pool are designated depositories of the City of Lincoln City, Oregon. Funds deposited at such institutions may be withdrawn upon a check, draft, or other order of the City authorized signatories.

Section 2. All checks, drafts, or orders drawn against City accounts may be signed by the Finance Director, City Manager, Mayor, Council President, Human Resource Director, Chief of Police, or Police Lieutenant. All signatures of these persons shall be duly certified to said banks, and/or the Local Government Investment Pool. No checks, drafts, or other orders drawn against said banks shall be valid until so signed.

Section 3. Said banks, and/or the Local Government Investment Pool are authorized and directed to honor and pay any checks, drafts, or orders so drawn,

1 whether or not such checks, drafts, or orders are payable to the order of any such
2 person signing and/or countersigning such checks, drafts, or other orders, or any of
3 such persons in their individual capacities, and whether or not such checks, drafts, or
4 orders are deposited to the individual credit of the person so signing and/or
5 countersigning said checks, drafts or orders of the City.

6 **Section 4.** This Resolution shall continue in force and said banks may
7 consider the facts concerning the holder of said offices, respectively, and their
8 signatures to be and continue as set forth in the Certificate of the Recorder
9 accompanying a copy of the Resolution when delivered to said banks, or the Local
10 Government Investment Pool, or in any similar subsequent certificate, until written
11 notice from City withdrawing such certification is duly served on such bank or banks.

12 **Section 5. This resolution is effective as of September 13, 2021.**

13 PASSED AND APPROVED by this City Council of the City of Lincoln City this
14 13th day of September 13, 2021.

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SUSAN WAHLKE, MAYOR

ATTEST:

JAMIE YOUNG, CITY RECORDER

APPROVED AS TO FORM

RICHARD APPICELLO, CITY ATTORNEY

Council Communication

Resolution 2021-40: Budget Transfer for Explore Lincoln City

Meeting Date: September 13, 2021 Primary Staff Contact: Liz Francis
 Department: Visitor and Convention Bureau E-Mail: lfrancis@lincolncity.org
 Secondary Dept: Secondary Contacts:
 Approval: Lila Bradley Estimated Time: 5 min

Authority:

ORS 294.463 provides for transfers of appropriations within a fund or between funds.

Background:

Below please find the budget transfers staff is requesting. All requested transfers will be moved from the contingency fund into Explore Lincoln City's capital projects fund.

VCB Fund

\$85,000 (funded from contingency fund)

- 1) 822000-6320201-8220092: \$17k for MobiMats (Explore Lincoln City will be partnering with Parks and Recreation, and Public Works to install and promote MobiMats in Lincoln City.)
- 2) 822000-6320201-8220092: \$8k for a new beach wheelchair and beach wheelchair storage locker (Explore Lincoln City and Parks and Recreation have seen a huge demand for the beach wheelchair at 51st street and want to purchase a second unit to compensate for the demand. It will be placed at a beach access point in the northern end of town. The site will be determined by Explore Lincoln City and the ADA coordinator.)
- 3) 822000-6330201: \$35k for 4th floor lobby project, part 2 (This is the second phase of the lobby construction project on the 4th floor to expand the information center to the culinary center side of the lobby. This project was originally slated for fiscal year budget 2020-2021 but was cut due to COVID.)
- 4) 822000-6340209-8220004: \$25k for Visitor Center Concept Drawings. (This is phase one of the visitor center construction project at D-River. Explore Lincoln City will work with Public Works to contract with an architect to provide 4-5 concept drawings of a new center which will be used to create construction documents for bid)

Council Options:

1. Approve Resolution 2021-40.

2. Modify Resolution 2021-40 to include some, or none, of the requested changes.

Potential Motions:

Motion to approve Resolution 2021-40.

Attachments:

Resolution 2021-40 (PDF)

EXHIBIT A**SUMMARY OF BUDGET TRANSFERS**

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VCB Fund

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- 4) 822000-6340209-8220004: \$25k for Visitor Center Concept Drawings. (This is phase one of the visitor center construction project at D-River. Explore Lincoln City will work with Public Works to contract with an architect to provide 4-5 concept drawings of a new center which will be used to create construction documents for bid)

Council Communication

Resolution 2021-41 NW Jetty Sewer Force Main Emergency Repair

Meeting Date:	September 13, 2021	Primary Staff Contact:	Stephanie Reid
Department:	Public Works	E-Mail:	SReid@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Lila Bradley	Estimated Time:	10 min

Background:

The sewer force main serving the Wecoma Pump Station has been failing over the months and needs to be replaced immediately. The line has a history of leaks over the past few years, but the past two months the leaks have become frequent and the crews has responded to five (5) emergency calls; the repairs take all day or night to complete.

Staff has observed that the bottom of the pipe is very corroded and staff will need to replace the section of pipe that is leaking. The pipe section needing immediate replacement is approximately 1,400 linear feet of 14-inch ductile iron pipe from NW 21st St. to NW 20th St. on NW Jetty Avenue.

The purpose for the emergency declaration is to avoid sanitary sewer contaminating the soil and reaching the street during a break event. There is also the desire to avoid having a spill that would need to be reported. The force main needs to be replaced. We have discovered leaks because sewage has reached the surface; there are likely more breaks in the line that we do not know about.

Council Options:

Recommend approval of Resolution 2021-41

Authority:

2.05.080 Exemptions.

The following classes of public contracts are exempt from competitive procurement:
A. Emergency Contracts.

1. The city may declare an emergency and enter into a public contract without first obtaining competitive bids or proposals. "Emergency" means circumstances that meet all of the following requirements:
 - a. There is a substantial risk of loss, damage, or unnecessary or undesirable disruption or interruption or degradation of public facilities or services, or a threat to public health or safety;
 - b. The circumstances require prompt award and execution of a contract to remedy the situation resulting from the circumstances; and
 - c. Due to lack of sufficient time or other reasons related to the circumstances, the contract should be awarded without first obtaining competitive bids or proposals.
2. Emergency contracts under \$100,000. The city manager may exercise the city's authority for emergency contracts up to \$100,000. At the first city council meeting following declaration of an emergency under this section, the city manager shall provide a written report to the city council describing the contract and explaining the circumstances that created the emergency.
3. Emergency contracts of \$100,000 or more. The city council may exercise the city's authority for emergency contracts of \$100,000 or more. Prior to the city council's declaration of an emergency, the city manager shall provide a written report to the city council describing the proposed contract and explaining the circumstances that create the emergency.
4. Award within 60 days. The city shall not award an emergency contract under this rule if 60 days have expired since declaration of the emergency, unless an extension is granted by the city council.

Rule 137-049-0150

Emergency Contracts; Bidding and Bonding Exemptions

- (1) **Emergency Declaration.** A Contracting Agency may declare that Emergency circumstances exist that require prompt execution of a Public Contract for Emergency construction or repair Work. The declaration shall be made at an administrative level consistent with the Contracting Agency's internal policies, by a Written declaration that describes the circumstances creating the Emergency and the anticipated harm from failure to enter into an Emergency Contract. The Emergency declaration shall be kept on file as a public record.
- (2) **Competition for Emergency Contracts.** Pursuant to ORS 279C.320 (1), Emergency Contracts are regulated under ORS 279B.080 which provides that, for an emergency procurement of construction services, the Contracting Agency shall ensure competition that is reasonable and appropriate under the Emergency circumstances, and may include Written requests for Offers, oral requests for Offers or direct appointments without competition in cases of extreme necessity, in whatever solicitation time periods the Contracting Agency considers reasonable in responding to the Emergency.
- (3) **Emergency Contract Scope.** Although no dollar limitation applies to Emergency Contracts, the scope of the Contract must be limited to Work that is necessary and appropriate to remedy the conditions creating the Emergency as described in the declaration.
- (4) **Emergency Contract Modification.** Emergency Contracts may be modified by change order or amendment to address the conditions described in the original declaration or an amended declaration that further describes additional Work necessary and appropriate for related Emergency circumstances.
- (5)

Excusing Bonds. Pursuant to ORS 279C.380 (4) and this rule, the Emergency declaration may also state that the Contracting Agency waives the requirement of furnishing a performance bond and payment bond for the Emergency Contract. After making such an Emergency declaration those bonding requirements are excused for the procurement, but this Emergency declaration does not affect the separate Public Works bond requirement for the benefit of the Bureau of Labor and Industries (BOLI) in enforcing prevailing wage rate and overtime payment requirements. See OAR 137-049-0815 and BOLI rules at OAR 839-035-0015.

Prerequisite Report

The Council finds that an emergency as defined in OAR 137-049-0150 and LCMC 2.05.080.A exists in that the City Manager and the City Public Works Director have reported that five breaks have occurred on the subject sewer force main line. The line is experiencing aggressive corrosion and there is a substantial risk of loss, damage, or unnecessary or undesirable disruption or interruption of public facilities and services, as well as a threat to health and safety (namely sanitary sewer overflow and sewage contamination) as well as threatened damage to the street - NW Jetty Ave. This loss may be avoided by an emergency procurement of construction services.

Pursuant to the Oregon Administrative Rules and City Code, the scope of the Contract to repair the line and abate the emergency must be limited to Work that is necessary and appropriate to remedy the conditions creating the Emergency as described in the declaration.

Financial Impact

This project is not funded in the current fiscal year budget. The estimated cost from the Contractor is \$585,000.00. Staff proposes to postpone the 3rd St. Pump Station Upgrade which was funded for \$200,000.00 this fiscal year, lower the budget for the Nelscott Sewer Main by \$200,000.00 (we are applying for grants to help fund this project) and take the remaining \$185,000.00 of out contingency.

Attachments:

Photos (PDF)

Resolution 2021-41 ra 9-7-21 (DOCX)



Figure 1 corrosion plugged by rags



Figure 2 Installing the repair band

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RESOLUTION NO. 2021 – 41

**A RESOLUTION DECLARING AN EMERGENCY AND EXEMPTING
THE NW JETTY SEWER FORCE MAIN REPAIR PROJECT
FROM FORMAL COMPETITIVE BIDDING REQUIREMENTS
PURSUANT TO OAR 137-049-0150 AND LCMC 2.05.080.A.**

WHEREAS, on September 13, 2021 the City Council approved Resolution 2021-41 declaring an emergency and exempting the above-referenced NW Jetty Sewer Force Main Repair Project from competitive bidding; and

WHEREAS, under the City’s public contracting code., which implements State contracting requirements, the City Council may declare an emergency and enter into a public contract without first obtaining competitive bids or proposals; and

WHEREAS, pursuant to LCMC 2.05.080.A(2), the City Manager, through the Public Works Director, has filed the prerequisite written report with the Council describing the proposed contract and explaining the circumstances that create the emergency, said report and modification incorporated herein by this reference; and

WHEREAS, the circumstances creating the emergency includes the increased frequency of failures (breaks involving sanitary sewage) on this force main line, as well as the aggressive corrosion of this line, consisting of approximately 1,400 feet of Ductile Iron Sewer Force Main pipe: and

WHEREAS, the time constraints associated with this repair work, make a formal competitive bidding process impossible given the upcoming rainy season, the severity of the line deterioration, and the risk of contamination, necessitates an emergency procurement;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LINCOLN CITY, AS FOLLOWS:

Section 1. The Council finds that the facts as stated in the recitals to this Resolution and the Report of the City Manager/ Public Works Director, are true and

1 correct and support this Resolution and are incorporated herein by this reference; and

2 Section 2. The Council finds that an emergency as defined in OAR 137-049-0150
3 and LCMC 2.05.080.A exists in that there is a substantial risk of loss, damage, or
4 unnecessary or undesirable disruption or interruption of public facilities and services, or
5 a threat to health and safety (namely sanitary sewer overflow and sewage
6 contamination and damage to NW Jetty Ave.), which loss may be avoided by an
7 emergency procurement of construction services; and

8 Section 3. The Council authorizes the City Manager to directly award such
9 emergency contract to a contractor experienced with sewer force main construction
10 and by-pass pumping; the Manager need not solicit written or oral requests for offers;
11 the Manager may directly award the Contract to a qualified contractor available to be
12 on-site within sixty days of approval of this Resolution and to make the award as soon
13 as possible.

14 Section 4. The scope of this Contract must be limited to Work that is necessary
15 and appropriate to remedy the conditions creating the Emergency; the Council
16 authorizes the expenditure of up to \$650,000.00. The award of this emergency contract
17 shall occur within 10 days of this Resolution, unless an extension is awarded by the City
18 Manager, but in no case more than fifty days; performance and payment bonds may be
19 waived by the Manager.

20 Section 5. This resolution shall be effective as of the date of its adoption by the
21 City Council.

22 PASSED AND ADOPTED by the City Council of the City of Lincoln City this 13th_
23 day of September, 2021.

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SUSAN WAHLKE, MAYOR

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ATTEST:

JAMIE YOUNG, CITY RECORDER

APPROVED AS TO FORM:

RICHARD APPICELLO, CITY ATTORNEY

Council Communication

Planning Commission Interview & Appointments

Meeting Date:	September 13, 2021	Primary Staff Contact:	Jamie Young
Department:	City Council	E-Mail:	JYoung@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Lila Bradley	Estimated Time:	10 minutes

Robert Iadevaia Vincent and Mellissa Sumner have applied for the UGB/City Resident position and the City Resident position. Both positions are a 4-year term; the UGB/City Resident position is a partial term expiring 12/31/24, left vacant by the resignation of Ms. Kroen. The City Resident position is finishing partial term ending 12/31/21 and a full term expiring 12/31/25, left vacant by the resignation of Mr. Brainerd.

Mr. Vincent and Ms. Sumner's applications are attached. Also attached, please find the questions that have been used in past Planning Commission interviews with the City Council. A copy of these questions has been sent to the candidates. Please note that Ms. Sumner was appointed to the Explore Lincoln City committee less than six months ago, we are able to use the previous references and memo.

No other applications for the Planning Commission have been received.

Attachments:

Vincent_Planning Commission App_Redacted.pdf (PDF)
 QUESTIONS FOR PLANNING COMMISSION APPLICANTS (PDF)
 Memorandum-Robert Vincent.pdf(PDF)
 MEMORANDUM TO CC--APPOINTED BODIES BG CHECK PASS_FAIL DETERMINATION-
 Mellissa Sumner-signed.pdf (PDF)
 Planning Committee Application_Redacted.pdf (PDF)



CITY OF LINCOLN CITY
Committee / Board / Commission Application

Please indicate which committee/board/commission you are applying for:

- | | |
|--|---|
| <input type="checkbox"/> Arts Committee
<input type="checkbox"/> *Budget Committee
<input type="checkbox"/> Building Board of Appeals
<input type="checkbox"/> Community Sustainability Committee
<input type="checkbox"/> Library Board | <input type="checkbox"/> Open Space Committee
<input type="checkbox"/> Parks and Recreation Board
<input checked="" type="checkbox"/> Planning Commission
<input type="checkbox"/> Transient Room Tax Committee
<input type="checkbox"/> Explore Lincoln City Committee |
|--|---|

** If applying for the Budget Committee, you may not serve on any other City board or committee at the same time. Other City committee volunteer positions allow dual representation if it does not present a conflict of interest.*

NAME:	ROBERT IADEVAIA VINCENT	DATE:	7-15-2021
HOME ADDRESS:	[REDACTED]		
MAILING ADDRESS:	[REDACTED]		
CITY, STATE, ZIP:	Lincoln City, OREGON 97367		
E-MAIL ADDRESS:	[REDACTED]		
HOME PHONE:	[REDACTED]	CELL PHONE:	[REDACTED]

RESIDENCY AND SPECIFIC ELIGIBILITY CRITERIA

Do you reside within the City limits: Yes Length of Time 5 yrs

Do you reside within the Urban Growth Boundary? ? Yes Length of Time _____

Do you reside within the Lincoln County School District North: Yes No

Are you a registered voter in Lincoln County? Yes No

Are you a Lincoln City business owner or Manager? Yes No

If yes, please indicate which business you own/manage? _____



QUALIFICATIONS/EXPERIENCE (Additional space is provided on back)

Describe relevant qualifications (i.e. work or volunteer experiences) to include any applicable education and/or training. For example, if you are a hotel owner or operator and applying for the Visitor and Convention Committee; and highlight any skills, interests or hobbies that you believe would bring value to your ability to serve this position:

15 years CHAIR Person 12 OF THEM IN CA.
"BURBANK CIVIL PRIDE COMMITTEE, PATIENT KIWANIS, CHINA BLUE RIBBON
TASK FORCE - BURBANK BEAUTIFICATION, HEIGHTS, BOUNDARIES, WALL, FENCE, ETC.

* PARKS & REC. COMMITTEE MEMBER LINCOLN CITY,
List names of volunteer/work supervisors: CHAIRMAN AMBASSADOR, ETC.
• JEFFREY SPANGLER PARKS & REC
• LA DAINARDT ELCC

Please provide any previous experience with committees, boards or commissions and positions held:
OH FILE

State the name, title and any relationship you have to a City Council member, Commissioner, board member or city employee:

Explain why you would like to serve on this board, commission, or committee:
Having many years on various boards & committees, I feel
my INPUT AND IDEAS WILL ADD A FRESH PERSPECTIVE TO AN AMAZING
CITY IN WHICH I AM PLEASD TO RESIDE.

List the name, phone number, and e-mail address (if possible) of two personal or professional references:

(OH FILE)
Name: MAYOR BOB FURZON Phone: [REDACTED]
Name: MAY JHS TALGMOUTH Phone: [REDACTED]

My signature affirms that all information contained herein is true and correct to the best of my knowledge, and that I understand that any misstatement of fact, or any misrepresentation of credentials may result in this application being disqualified and is cause for removal from any appointed body. Shaded information will not be released due to personal privacy protection laws.

[REDACTED SIGNATURE] 7-15-2021
SIGNATURE DATE



City Recorder
 City of Lincoln City
 PO Box 50
 Lincoln City, OR 97367

COMMITTEE VOLUNTEER EMERGENCY CONTACT INFORMATION FORM

FULL NAME:	ROBERT IADEVAIA VINCENT
START DATE:	ASAP
NAME OF COMMITTEE, BOARD, OR COMMISSION:	PLANNING COMMISSION
CITY STAFF REPRESENTATIVE:	
HOME ADDRESS:	[REDACTED]
	Lincoln City, OR 97367
MAILING ADDRESS:	
HOME PHONE:	
CELL PHONE:	[REDACTED]
PERSONAL E-MAIL ADDRESS:	[REDACTED]

EMERGENCY CONTACT NAME/RELATIONSHIP:	MARIBEL KOMASHKO, Partner
HOME PHONE:	
CELL PHONE:	[REDACTED]

DATE:	7-15-2021
VOLUNTEER SIGNATURE:	[REDACTED]

ALL PERSONAL INFORMATION WILL BE KEPT STRICTLY CONFIDENTIAL



FAIR CREDIT REPORTING ACT (FCRA) DISCLOSURE REGARDING A BACKGROUND INVESTIGATION FOR A VOLUNTEER POSITION WITH A LINCOLN CITY APPOINTED BODY

DISCLOSURE REGARDING "INVESTIGATIVE CONSUMER REPORT" BACKGROUND INVESTIGATION

The City of Lincoln City ("the City") to which you have applied for employment, may request an investigative consumer report about you from a third party consumer reporting agency, in connection with your employment, or application for employment (including independent contractor or volunteer assignments, as applicable).

An "investigative consumer report" is a background report that includes information from personal interviews (except in California, where that term includes background reports with or without information obtained from personal interviews). The most common form of an investigative consumer report in connection with your employment is a reference check through personal interviews with sources such as your former employers and associates, and other information sources. The investigative consumer report may contain information concerning your character, general reputation, personal characteristics or mode of living. You may request more information about the nature and scope of an investigative consumer report, if any, by contacting the City.

You have the right, upon written request made within a reasonable time, to request (1) whether an investigative consumer report has been obtained about you, (2) disclosure of the nature and scope of any investigative consumer report and (3) a copy of your report. These reports will be conducted by **Pinnacle Investigations, 920 North Argonne Road, Suite 200, Spokane Valley, WA, 99212; Phone: 1-800-955-5306; www.pinnacleprof.com**. The scope of this disclosure is all-encompassing, however, allowing the Company to obtain from any outside organization all manner of investigative consumer reports throughout the course of your employment to the extent permitted by law.



FAIR CREDIT REPORTING ACT (FCRA) ACKNOWLEDGEMENT AND AUTHORIZATION FOR BACKGROUND CHECK FOR A VOLUNTEER POSITION WITH A LINCOLN CITY APPOINTED BODY

PLEASE READ CAREFULLY BEFORE SIGNING!

I acknowledge receipt of the separate document entitled "DISCLOSURE REGARDING BACKGROUND INVESTIGATION and a SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT", and certify that I have read and understand both of those documents. I hereby authorize the obtaining of "consumer reports" and/or "investigative consumer reports" by Lincoln City ("City") at any time after receipt of this authorization and throughout my employment, if applicable.

To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer, or insurance company to furnish any and all background information requested by **Pinnacle Investigations, 920 North Argonne Road, Suite 200, Spokane Valley, WA, 99212; Telephone Number 1-800-955-5306; www.pinnacleprof.com** and or "City". I agree that a facsimile ("fax"), electronic or photographic copy of this Authorization shall be as valid as the original.

SIGNATURE

7-15-2021

DATE

QUESTIONS FOR PLANNING COMMISSION APPLICANTS

1. Why do you want to serve on the Planning Commission?
2. What are the top 3 planning issues facing Lincoln City?
3. What should the role of the public be in planning decisions?
4. How should the planning commission balance individual owners' interests with community interests?
5. What should be the role of the planning commission in creating a look or image for the city?
6. How should the city balance housing affordability with regulations?
7. What is the role of the planning commission when a person has a really good idea, but the city's regulations prohibit it? Or, a really bad idea and the regulations allow it?



MEMORANDUM

To: City of Lincoln City Mayor and Council
From: Abigail Edwards, Human Resources Director
Date: July 27, 2021
Re: Council Volunteer Appointment—Background Report and References

To the Honorable Council President and City Council:

Human Resources has conducted a background investigation and reference check for a volunteer application for City Appointed Bodies as set forth in the Lincoln City Municipal Code, Section 2.06.015(D).

No adverse information was found for the following applicant, and they have *passed* the background check.

Name: Robert Vincent
Position Applied For: Planning Commission

Reference responses have been returned to the City Recorder for your review. Thank you.

Respectfully,

Abigail Edwards
HR Director



MEMORANDUM

To: City of Lincoln City Members of the City Council
From: Abigail Edwards, Human Resources Director
Date: March 17, 2021
Re: Council Volunteer Appointment—Background Report and References

To the Honorable Council President and City Council:

Human Resources has conducted a background investigation and reference check for a volunteer application for City Appointed Bodies as set forth in the Lincoln City Municipal Code, Section 2.06.015(D).

No adverse information was found for the following applicant, and they have passed the background check.

Name: Melissa Sumner
Position Applied For: Explore Lincoln City Committee

Reference responses have been returned to the City Recorder for your review. Thank you.

Respectfully,

Abigail Edwards
HR Director



CITY OF LINCOLN CITY
Committee / Board / Commission Application

Please indicate which committee/board/commission you are applying for:

- | | |
|---|---|
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> Open Space Committee |
| <input type="checkbox"/> *Budget Committee | <input type="checkbox"/> Parks and Recreation Board |
| <input type="checkbox"/> Building Board of Appeals | <input checked="" type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Community Sustainability Committee | <input type="checkbox"/> Transient Room Tax Committee |
| <input type="checkbox"/> Library Board | <input type="checkbox"/> Explore Lincoln City Committee |

** If applying for the Budget Committee, you may not serve on any other City board or committee at the same time. Other City committee volunteer positions allow dual representation if it does not present a conflict of interest.*

NAME:	Mellissa Sumner	DATE:	August 26, 2021
HOME ADDRESS:	[REDACTED]		
MAILING ADDRESS:	same		
CITY, STATE, ZIP:	Lincoln City, Oregon 97367		
E-MAIL ADDRESS:	[REDACTED]		
HOME PHONE:	[REDACTED]	CELL PHONE:	[REDACTED]

RESIDENCY AND SPECIFIC ELIGIBILITY CRITERIA

Do you reside within the City limits: Yes Length of Time 14 months

Do you reside within the Urban Growth Boundary? Yes Length of Time _____

Do you reside within the Lincoln County School District North: Yes No

Are you a registered voter in Lincoln County? Yes No

Are you a Lincoln City business owner or Manager? Yes No

If yes, please indicate which business you own/manage? Lincoln City Chamber- office manager



QUALIFICATIONS/EXPERIENCE (Additional space is provided on back)

Describe relevant qualifications (i.e. work or volunteer experiences) to include any applicable education and/or training. For example, if you are a hotel owner or operator and applying for the Visitor and Convention Committee; and highlight any skills, interests or hobbies that you believe would bring value to your ability to serve this position:

I am very fortunate to work with our local businesses, community members, non-profits and visitors every day & I listen to them. This and research will help the me be a community voice. I am extremely organized, compassionate, honest, critical thinking and dedicated volunteer.

List names of volunteer/work supervisors:

Cindy Murphy: Tigard Festival of Balloons (TFOB)
Kirstin Curtis-Romelhardt : Rose Festival, Tulip Festival and Portland Rose Festival
Jade Freund : Island Earth Water, Distribution and Conservation

Please provide any previous experience with committees, boards or commissions and positions held:

I currently hold the position of Festival Manager and VP of Executive Board at TFOB. President, Fundraising Chair and Cultural Differences Chair for several PTA's. Volunteer coordinator for Polar Plunge. Island Earth Water's PR, Social Media & community manager.

State the name, title and any relationship you have to a City Council member, Commissioner, board member or city employee:

While I do know and have worked with all of them through the Chamber, I do not have a personal relationship with any of our City Council Members.

Explain why you would like to serve on this board, commission, or committee:

I have worn many hats from mediator, interpreter, researcher, teacher, operator, to community builder successfully through knowledge & passion. I know how to represent myself in stressful & think rationally with my community. I care and I want to be more involved.

List the name, phone number, and e-mail address (if possible) of two personal or professional references:

Name: Cindy Murphy Phone: [REDACTED]

Name: Lori Arce-Torres Phone: [REDACTED]

My signature affirms that all information contained herein is true and correct to the best of my knowledge, and that I understand that any misstatement of fact, or any misrepresentation of credentials may result in this application being disqualified and is cause for removal from any appointed body. Shaded information will not be released due to personal privacy protection laws.

[REDACTED SIGNATURE]
SIGNATURE

August 26,2021
DATE



City Recorder
 City of Lincoln City
 PO Box 50
 Lincoln City, OR 97367

COMMITTEE VOLUNTEER EMERGENCY CONTACT INFORMATION FORM

FULL NAME:	Melissa Sumner
START DATE:	
NAME OF COMMITTEE, BOARD, OR COMMISSION:	Planning
CITY STAFF REPRESENTATIVE:	
HOME ADDRESS:	[REDACTED]
MAILING ADDRESS:	same
HOME PHONE:	[REDACTED]
CELL PHONE:	[REDACTED]
PERSONAL E-MAIL ADDRESS:	[REDACTED]

EMERGENCY CONTACT NAME/RELATIONSHIP:	Jack L Sumner
HOME PHONE:	[REDACTED]
CELL PHONE:	[REDACTED]

DATE:	August 26, 2021
VOLUNTEER SIGNATURE:	[REDACTED]

ALL PERSONAL INFORMATION WILL BE KEPT STRICTLY CONFIDENTIAL



FAIR CREDIT REPORTING ACT (FCRA) DISCLOSURE REGARDING A BACKGROUND INVESTIGATION FOR A VOLUNTEER POSITION WITH A LINCOLN CITY APPOINTED BODY

DISCLOSURE REGARDING "INVESTIGATIVE CONSUMER REPORT" BACKGROUND INVESTIGATION

The City of Lincoln City ("the City") to which you have applied for employment, may request an investigative consumer report about you from a third party consumer reporting agency, in connection with your employment, or application for employment (including independent contractor or volunteer assignments, as applicable).

An "investigative consumer report" is a background report that includes information from personal interviews (except in California, where that term includes background reports with or without information obtained from personal interviews). The most common form of an investigative consumer report in connection with your employment is a reference check through personal interviews with sources such as your former employers and associates, and other information sources. The investigative consumer report may contain information concerning your character, general reputation, personal characteristics or mode of living. You may request more information about the nature and scope of an investigative consumer report, if any, by contacting the City.

You have the right, upon written request made within a reasonable time, to request (1) whether an investigative consumer report has been obtained about you, (2) disclosure of the nature and scope of any investigative consumer report and (3) a copy of your report. These reports will be conducted by **Pinnacle Investigations, 920 North Argonne Road, Suite 200, Spokane Valley, WA, 99212; Phone: 1-800-955-5306; www.pinnacleprof.com**. The scope of this disclosure is all-encompassing, however, allowing the Company to obtain from any outside organization all manner of investigative consumer reports throughout the course of your employment to the extent permitted by law.



**FAIR CREDIT REPORTING ACT (FCRA) ACKNOWLEDGEMENT AND AUTHORIZATION FOR
BACKGROUND CHECK FOR A VOLUNTEER POSITION WITH A LINCOLN CITY APPOINTED
BODY**

PLEASE READ CAREFULLY BEFORE SIGNING!

I acknowledge receipt of the separate document entitled "DISCLOSURE REGARDING BACKGROUND INVESTIGATION and a SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT", and certify that I have read and understand both of those documents. I hereby authorize the obtaining of "consumer reports" and/or "investigative consumer reports" by Lincoln City ("City") at any time after receipt of this authorization and throughout my employment, if applicable.

To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer, or insurance company to furnish any and all background information requested by **Pinnacle Investigations, 920 North Argonne Road, Suite 200, Spokane Valley, WA, 99212; Telephone Number 1-800-955-5306; www.pinnacleprof.com** and or "City". I agree that a facsimile ("fax"), electronic or photographic copy of this Authorization shall be as valid as the original.

SIGNATURE

August 26, 2021

DATE

Council Communication

Appointment to Budget Committee-Bates

Meeting Date:	September 13, 2021	Primary Staff Contact:	Jamie Young
Department:	City Council	E-Mail:	JYoung@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Lila Bradley	Estimated Time:	

Appointments to the City Budget Committee are made after the applicants are interviewed by the full City Council. There is one candidate interviewing for one vacancy. The position is for a City Resident, partial term expiring 12/31/2023. Following the interview, the City Councilors will be asked to make a motion to appoint. Council is not required to make the motion for appointment and can ask for additional applicants. This is not a situation where a "ballot" process is used.

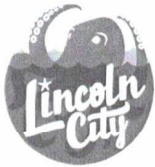
Attachments:

Bates_Budget Comm_ App_Redacted.pdf(PDF)

MEMORANDUM TO CC--APPOINTED BODIES BG CHECK PASS_FAIL DETERMINATION-

Diana Bates.pdf (PDF)

Budget committee questions.pdf (PDF)



CITY OF LINCOLN CITY Committee / Board / Commission Application



Please indicate which committee/board/commission you are applying for:

- | | |
|---|---|
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> Open Space Committee |
| <input checked="" type="checkbox"/> *Budget Committee | <input type="checkbox"/> Parks and Recreation Board |
| <input type="checkbox"/> Building Board of Appeals | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Community Sustainability Committee | <input type="checkbox"/> Transient Room Tax Committee |
| <input type="checkbox"/> Library Board | <input type="checkbox"/> Explore Lincoln City Committee |

** If applying for the Budget Committee or Planning Commission, you may not serve on any other City board or committee at the same time. Other City committee volunteer positions allow dual representation if it does not present a conflict of interest.*

NAME:	Diana M Bates	DATE:	5-14-2021
HOME ADDRESS:	[REDACTED]		
MAILING ADDRESS:	[REDACTED]		
CITY, STATE, ZIP:	Lincoln City, OR 97367		
E-MAIL ADDRESS:	[REDACTED]		
HOME PHONE:	[REDACTED]	CELL PHONE:	same

RESIDENCY AND SPECIFIC ELIGIBILITY CRITERIA

Do you reside within the City limits: Yes Length of Time 15 Mos.

Do you reside within the Urban Growth Boundary? Yes Length of Time 15 Mos.

Do you reside within the Lincoln County School District North: Yes No

Are you a registered voter in Lincoln County? Yes No

Are you a Lincoln City business owner or Manager? Yes No

If yes, please indicate which business you own/manage? _____



QUALIFICATIONS/EXPERIENCE (Additional space is provided on back)

Describe relevant qualifications (i.e. work or volunteer experiences) to include any applicable education and/or training. For example, if you are a hotel owner or operator and applying for the Visitor and Convention Committee; and highlight any skills, interests or hobbies that you believe would bring value to your ability to serve this position:

I am a senior finance & accounting professional with over 25 years experience in both small/ private and large/multi-national public companies with an emphasis on accounting accuracy, internal controls, operational efficiencies, data architecture and systems

List names of volunteer/work supervisors:

Todd Abel, VP Finance & Accounting - ESCO Group LLC

Please provide any previous experience with committees, boards or commissions and positions held:
This would be my first experience on a board or committee, although I have participated and/or led many cross-functional projects requiring collaboration and consensus

State the name, title and any relationship you have to a City Council member, Commissioner, board member or city employee:
None

Explain why you would like to serve on this board, commission, or committee:
I have been a homeowner in LC for the past 17 years and moved out here full-time 15 months ago. I have a great desire to give back to the community and feel that my background and experience could be put to good use in this committee position.

List the name, phone number, and e-mail address (if possible) of two personal or professional references:

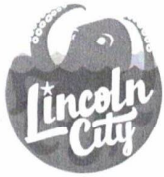
Name: TianTian Qian Phone: [REDACTED]

Name: Todd Abel Phone: [REDACTED]

My signature affirms that all information contained herein is true and correct to the best of my knowledge, and that I understand that any misstatement of fact, or any misrepresentation of credentials may result in this application being disqualified and is cause for removal from any appointed body. Shaded information will not be released due to personal privacy protection laws.

[REDACTED SIGNATURE]
SIGNATURE

5-14-2021
DATE



City Recorder
City of Lincoln City
PO Box 50
Lincoln City, OR 97367

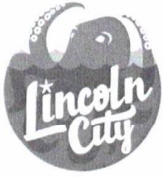
COMMITTEE VOLUNTEER EMERGENCY CONTACT INFORMATION FORM

FULL NAME:	Diana M. Bates
START DATE:	
NAME OF COMMITTEE, BOARD, OR COMMISSION:	Budget Committee
CITY STAFF REPRESENTATIVE:	
HOME ADDRESS:	[REDACTED]
	Lincoln City, OR 97367
MAILING ADDRESS:	same
HOME PHONE:	[REDACTED]
CELL PHONE:	same
PERSONAL E-MAIL ADDRESS:	[REDACTED]

EMERGENCY CONTACT NAME/RELATIONSHIP:	William G. Bates / Spouse
HOME PHONE:	[REDACTED]
CELL PHONE:	same

DATE:	5-14-2021
VOLUNTEER SIGNATURE:	[REDACTED]

ALL PERSONAL INFORMATION WILL BE KEPT STRICTLY CONFIDENTIAL



FAIR CREDIT REPORTING ACT (FCRA) ACKNOWLEDGEMENT AND AUTHORIZATION FOR BACKGROUND CHECK FOR A VOLUNTEER POSITION WITH A LINCOLN CITY APPOINTED BODY

PLEASE READ CAREFULLY BEFORE SIGNING!

I acknowledge receipt of the separate document entitled "DISCLOSURE REGARDING BACKGROUND INVESTIGATION and a SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT", and certify that I have read and understand both of those documents. I hereby authorize the obtaining of "consumer reports" and/or "investigative consumer reports" by Lincoln City ("City") at any time after receipt of this authorization and throughout my employment, if applicable.

To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer, or insurance company to furnish any and all background information requested by **Pinnacle Investigations, 920 North Argonne Road, Suite 200, Spokane Valley, WA, 99212; Telephone Number 1-800-955-5306; www.pinnacleprof.com** and or "City". I agree that a facsimile ("fax"), electronic or photographic copy of this Authorization shall be as valid as the original.



SIGNATURE

5-14-2021

DATE



MEMORANDUM

To: City of Lincoln City Members of the City Council
From: Abigail Edwards, Human Resources Director
Date: June 7, 2021
Re: Council Volunteer Appointment—Background Report and References

To the Honorable Council President and City Council:

Human Resources has conducted a background investigation and reference check for a volunteer application for City Appointed Bodies as set forth in the Lincoln City Municipal Code, Section 2.06.015(D).

No adverse information was found for the following applicant, and they have passed the background check.

Name: Diana Bates

Position Applied For: Budget Committee

Reference responses have been returned to the City Recorder for your review. Thank you.

Respectfully,

Abigail Edwards
HR Director

BUDGET COMMITTEE APPLICANT QUESTIONS

- 1) Tell us about yourself and why you are interested in serving on the budget committee.
- 2) If you could eliminate one Lincoln City service, what would it be?
- 3) How can Lincoln City better engage the public in the budget process?
- 4) When one reads the budget, what should it tell them?
- 5) How do you know if the City is spending too much or too little on a City service?
- 6) What are the biggest opportunities and challenges facing Lincoln City?
- 7) How do you prioritize where the City spends its funds?

Council Communication

Construction Award for Sewer Pump Upgrades

Meeting Date: September 13, 2021 Primary Staff Contact: Stephanie Reid
 Department: Public Works E-Mail: SReid@lincolncity.org
 Secondary Dept: Secondary Contacts:
 Approval: Lila Bradley Estimated Time: 5 min

Question:

Should the City Council Award a construction contract to Western States Electrical Construction Inc. for the Pump Station VFD Upgrades?

Staff Recommendation:

Staff recommends that the low bidder, Green Light Electrical Construction & Testing, Inc. be determined as non-responsive due to bidding irregularities in preparing their bid. The contractor has been informed of this decision. Staff recommends the construction contract be awarded to Western States Electrical Construction Inc. in the amount of \$173,335.00.

Authority:

LCMC 2.05.060 (Public Improvement contracts shall be awarded by competitive bid or as provided by the Public Contracting Code or these rules)

Background:

Three of the City's existing pump stations, (Wecoma, Third Street, and Nelscott) need to have their Variable Speed Drives (VFD) Upgraded. This project will install new VFDs in each pump station.

Project Description

Install new VFDs in the Wecomma, Third Street, and Nelscott Pump Stations.

Bids

Public Works Department advertised the project for bid on July 27th & 28th, 2021. The City Public Works Department opened bids for the project on August 12, 2021. Four bids were received:

Bidder	Bid Amount
Green Light Electrical Const. & Testing Inc.	\$141,975.00
Western States Electrical Construction, Inc.	\$173,335.00
United Electric LLC	\$205,000.00
R.L. Reimers Company	\$226,300.00

The lowest responsive and responsible bidder was Western States Electrical Construction, Inc. in the amount of \$173,335.00.

Financial Impact:

This project was approved in the FY20-21 budget, Sewer Capital Fund. The budgeted amount for the project is \$189,000.00

The following table shows the estimated cost to construct and complete the project in FY2021/22.

Item	Estimated Cost to Complete FY 20/21
Bid Advertisement	\$1,200.00
Bureau of Labor and Industries	\$250.00
Construction Bid	\$173,335.00
Art (1/2 of one percent of the construction bid)	
Construction Contingency	\$17,333.00
Total	\$192,118.00

Council Options:

The Council may approve the construction award.

The Council may not approve the construction award.

Potential Motions:

Move to award the construction contract to Western States Electrical Construction, Inc. in the amount of \$173,335.00 with a construction contingency of \$17,333.00 (10 percent of bid amount) for a total amount of \$190,668.50.

Attachments:

Bid Tab

Attachments:

Bid Results (PDF)

Pump Station VFDs			Western States Electrical		Green Light Electric		
	ITEMS	QUANTITY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
	Sidewalk Bid Items						
1	Mobilization	1	LS	\$1,134.00	\$1,134.00	\$7,000.00	\$7,000.00
	Wecoma Pump Station						
2	Provide & Install 75HP VFD Model #ABB ACS88001096A5	3	EA	\$6,297.00	\$18,891.00	\$6,681.00	\$20,043.00
3	Provide & Install Surface Mounted VFD Control Panel	1	LS	\$4,352.00	\$4,352.00	\$307.00	\$307.00
4	Provide & Install VFD Line Voltage Cable from VFD to Pump Motors	1	LS	\$9,942.00	\$9,942.00	\$2,587.00	\$2,587.00
5	Provide & Install Low Voltage VFD Control Cable from VFD to Pump Motors	1	LS	\$1,892.00	\$1,892.00	\$457.00	\$457.00
6	Provide Start Up & Commission VFDs	1	LS	\$2,208.00	\$2,208.00	\$1,035.00	\$1,035.00
	3rd Street Pump Station						
7	Provide & Install 200HP VFD Model #ABB CS880-07-0240A	3	EA	\$12,624.00	\$37,872.00	\$16,613.00	\$49,839.00
8	Provide & Install Surface Mounted VFD Control Panel	1	LS	\$2,874.00	\$2,874.00	\$307.00	\$307.00
9	Provide & Install VFD Line Voltage Cable from VFD to Pump Motors	1	LS	\$22,612.00	\$22,612.00	\$3,864.00	\$3,864.00
10	Provide & Install Low Voltage VFD Control Cable from VFD to Pump Motors	1	LS	\$1,892.00	\$1,892.00	\$228.00	\$228.00
11	Provide Start Up & Commission VFDs	1	LS	\$2,208.00	\$2,208.00	\$1,035.00	\$1,035.00
	Nelscott Pump Station						
12	Provide & Install 200HP VFD Model #ABB CS880-07-0240A	3	EA	\$12,624.00	\$37,872.00	\$16,613.00	\$49,839.00
13	Provide & Install Surface Mounted VFD Control Panel	1	LS	\$2,874.00	\$2,874.00	\$307.00	\$307.00
14	Provide & Install VFD Line Voltage Cable from VFD to Pump Motors	1	LS	\$22,612.00	\$22,612.00	\$3,864.00	\$3,864.00
15	Provide & Install Low Voltage VFD Control Cable from VFD to Pump Motors	1	LS	\$1,892.00	\$1,892.00	\$228.00	\$228.00
16	Provide Start Up & Commission VFDs	1	LS	\$2,208.00	\$2,208.00	\$1,035.00	\$1,035.00
	Total				\$173,335.00		\$141,975.00

United Electric		R.L. Reimers	
UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
\$14,500.00	\$14,500.00	\$10,000.00	\$10,000.00
\$8,500.00	\$25,500.00	\$10,000.00	\$30,000.00
\$500.00	\$500.00	\$2,600.00	\$2,600.00
\$8,000.00	\$8,000.00	\$4,600.00	\$4,600.00
\$1,000.00	\$1,000.00	\$2,900.00	\$2,900.00
\$1,500.00	\$1,500.00	\$6,000.00	\$6,000.00
\$22,000.00	\$66,000.00	\$22,800.00	\$68,400.00
\$500.00	\$500.00	\$3,200.00	\$3,200.00
\$8,000.00	\$8,000.00	\$4,600.00	\$4,600.00
\$500.00	\$500.00	\$2,900.00	\$2,900.00
\$2,000.00	\$2,000.00	\$6,000.00	\$6,000.00
\$22,000.00	\$66,000.00	\$22,800.00	\$68,400.00
\$500.00	\$500.00	\$3,200.00	\$3,200.00
\$8,000.00	\$8,000.00	\$4,600.00	\$4,600.00
\$500.00	\$500.00	\$2,900.00	\$2,900.00
\$2,000.00	\$2,000.00	\$6,000.00	\$6,000.00
	\$205,000.00		\$226,300.00

Council Communication

NE 26th St. Sewer Reimbursement District Creation

Meeting Date:	September 13, 2021	Primary Staff Contact:	Stephanie Reid
Department:	Public Works	E-Mail:	SReid@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Lila Bradley	Estimated Time:	5 min

Question:

Should city council schedule an informational public hearing for September 27, 2021 to hear comment on the proposed formation of the NE 26th Street Reimbursement District?

Staff Recommendation:

Staff recommends Council review the attached engineering report and application materials, and set an information public hearing per LCMC 13.06.030 to consider formation of the NE 26th reimbursement district and authorize staff to prepare a *draft* resolution for adoption per LCMC 13.06.035. The timing of the hearing is up to Council but must be within a reasonable time after receipt of the Engineer's report and must be noticed not less than 10 day nor more than 30 days before the hearing. [LCMC 13.06.030]

Authority:

See generally: Chapter 13.06 Lincoln City Municipal Code

13.06.020 City engineer's report.

The city engineer shall review the application and other supporting materials submitted therewith and prepare a written report for the council which will address (to the extent relevant) the following factors:

- A. Whether the public improvement for which reimbursement is sought has capacity sufficient to allow use thereof by property other than property owned by the applicant;
- B. The area proposed to be included in the reimbursement district;
- C. The actual or estimated cost of the improvements within the area of the proposed reimbursement district and the portion thereof for which the applicant should be reimbursed;
- D. A methodology for allocating the cost among the parcels within the proposed district and, where appropriate, defining a "unit" for applying the reimbursement fee to property which may be partitioned, subdivided or otherwise modified at some future date. The methodology should include consideration of the cost of the improvement(s), prior contributions by property owners, the value of the unused capacity,

rate-making principles associated with the financing of public improvements, and such other factors as deemed relevant by the city engineer;

E. The amount to be charged by the city for administering the agreement, to be fixed by city council and included in the resolution approving and forming the reimbursement district. The fee is due and payable to the city at the time the reimbursement agreement is signed;

F. The period of time that the right to reimbursement exists if that period is less than 10 years; and

G. Whether the street, storm water, water and sewer improvements will meet or have met city standards, including whether a variance to such standards is necessary or was approved.

13.06.030 Public hearing.

A. Within a reasonable time after the city engineer has completed the report required in LCMC 13.06.020, the city council shall hold an informational public hearing in which persons impacted by the creation of the reimbursement district shall be given the opportunity to comment thereon.

B. Notice of the hearing shall be given not less than 10 days nor more than 30 days prior to the public hearing date. Notice shall be given to the applicant and all owners of property within the proposed district, with notification by certified mail, return receipt requested or by personal service. Notice shall be deemed complete as of the date notice is mailed or served; failure to receive actual notice of the hearing shall not invalidate or otherwise affect any action of the city relative to the creation of the reimbursement district and/or the costs associated therewith.

C. Formation of a district does not result in an assessment or lien against property; as a result, the hearing is informational only and the district is not subject to termination as a result of remonstrances to the formation thereof. The city council has the sole discretion, after the public hearing, to decide whether the district is to be formed or not. If a district is to be formed, a resolution approving and forming the reimbursement district shall be adopted.

D. If a reimbursement district is formed prior to construction of the improvement(s), a second public hearing shall be held after the improvement has been accepted by the city when the council may modify the resolution to reflect the cost of the improvement(s).

13.06.035 City council action.

At the conclusion of the hearing, the city council shall approve, reject or modify the recommendations contained in the city engineer's report and manifest its action in a resolution. If a reimbursement district is established, the resolution shall include a copy of the city engineer's report as approved or modified and specify that payment of the appropriate fee as determined by the council for each parcel is a precondition to receipt of any city permit necessary for development of that parcel. If a reimbursement district is established it shall be deemed formed as of the date the council adopts the resolution referred to in LCMC 13.06.030.

Background:

In December of 2020 a new, low pressure sewer line was installed on NE 26th Street between NE West Devils Lake Road and NE Yacht Ave. This was to accommodate a property partition and construction of a series of detached & attached single family homes. The low pressure sanitary sewer system installed on NE 26th also serves the other existing properties between NE West Devils Lake Road and NE Yacht Ave. The applicant, Knottworks Construction, has applied for a Reimbursement District, in accordance with

LCMC 13.06, so that when a property owner desires to connect to the public sanitary sewer line they will pay a Reimbursement District fee to the applicant for constructing the public sanitary sewer line.

On the proposed, September 27th, public hearing Council would consider formation of the NE 26th (NE West Devils Lake Road to NE Oar) Reimbursement District for the properties that receive benefit from the construction of this sanitary sewer line.

Project Description

A 2", HDPE, low pressure sanitary sewer system was constructed on NE 26th, from NE West Devils Lake Road to NE Yacht. This provides a service lateral to each existing lot fronting West Devils Lake Road at the time of construction.

Project Budget and Costs

This project was funded and constructed by Knottworks Construction.

Financial Impact

The reported cost of the public portion of the sanitary sewer improvements in the reimbursement, as outlined in LCMC 13.06.025 and the Reimbursement District application was \$68,214.00.

Reimbursement Cost

Within the reimbursement district there are ten (10) lots. Eight (8) of these lots front the sewer on NE 26th; The two (2) back lots, or "land-locked" lots, each share ownership with a lot fronting on NE 26th. The lots with common ownership were considered a single unit for the purpose of service & assessment.

These vary in size from 10,000 square feet to 50,301 square feet, with the zoning & development all single family dwelling. Each lot fronting the sewer was provided a sanitary sewer connection, totaling eight (8) service lateral connections.

The City is proposing each lot provided a service connection would be assessed a share in the project cost payable if and when the property is connected to the sewer system. There are 8 service connections provided so: $\$68,214 / 8 \text{ lots} = \$8,526.75$ per sewer connection for reimbursement. This number is based on the actual construction cost.

Council Options:

Pursuant to LCMC 13.06.030, schedule a public informational hearing on September 27, 2021 for the proposed NE 26th Reimbursement District.

Request revision of the proposed reimbursement district prior to setting public informational hearing.

Potential Motions:

Move to schedule an informational public hearing for the proposed NE 26th Reimbursement District on September 27, 2021.

Move to revise the proposed Reimbursement District Request reimbursement district prior to public comment by – list changes here -

Attachments: Draft City Engineer's Report
Application for Reimbursement District

Attachments:

City Engineers Report - NE 26th Reimbursement Dist (Draft) (PDF)
APPLICATION FOR REIMBURSEMENT DISTRICT - NE 26th St (PDF)

CITY ENGINEER'S REPORT
NE 26th St (NE West Devils Lake Road to NE Yacht Ave)
SANITARY SEWER REIMBURSEMENT DISTRICT
August 20, 2021

An application has been submitted, pursuant The City of Lincoln City's Municipal Code, Chapter 13.06, for reimbursement of a completed, low pressure sanitary sewer main. During application NE 26th St, from NE Yacht to NE West Devils Lake Road was evaluated and determined to meet criteria for sanitary sewer service using a low pressure sewer system. The 2", High-Density Polyethylene (HDPE) sewer main was determined substantially complete & accepted by the city on December 8th, 2020 and supplies adequate capacity to serve the existing lots with additional capacity for future subdivision of fronting parcels.

Eight (8) low-pressure sanitary sewer lateral connections have been provided with the reimbursement district and eight (8) lots directly benefit from construction of the sewer system.

Two (2) additional lots benefit but do not have frontage on the utility. These 2 "land locked" parcels have the same ownership as the adjacent lot fronting on the new sewer utility and utilize the fronting lot as access to the existing home. Taking this conjunctive use into consideration, only lots directly fronting the right-of-way & utility have been provided a connection and, solely for the purpose of assessment of the reimbursement amount, the "land locked" or "back lots" have been considered a part of the fronting lot.

See Exhibit "A" for listed property owners & tax lots.

Exhibit "B" includes a map showing the Reimbursement District Boundary.

Exhibit "C" includes a map of the area zoning; The properties benefitting are zoned (Single Family Residential-7,500sf) R-1-7.5.



City of Lincoln City | 801 SW Highway 101 | PO Box 50 | Lincoln City, OR 97367 | 541.996.2154
 Public Works Department | lincolncity.org

To ensure equal access to City services, Lincoln City will reasonably modify procedures for person with disabilities. Call 541-996-1221, Oregon Relay 7-1-1, or visit the website with request.

The reported cost of improvements was \$68,214.00. This cost has been documented in the reimbursement district application, per LCMC 13.06.015[C] and found to be in compliance with the reimbursable costs outlined in LCMC 13.06.025

8 lateral connections have been provided: \$68,214.00 / 8 connections = \$8,526.75 per sewer connection for reimbursement. This number is based on the final construction cost.

The \$8,526.75 per sewer connection is to reimburse the applicant for the cost to install the public sewer. The total cost for applicants to connect to the sewer system would also include:

Components of Property-Side Costs	Estimated Costs
System Development Charges	\$4,182.00 - Sewer only based on 5/8-inch water meter, 2021 rates
Inspection Fees/Permit Fees	\$100.00 Public Works Connection Inspection Fee
On-site construction costs for the pump and control panel	Pump and Control Panel cost is currently \$5,500.00 Installation cost will vary based on site conditions estimated to be \$8,000.00 - \$10,000.00
Abandoning existing septic tank	Estimated \$2,500, must remove or fill, cost will vary
Total Estimated Property-Side Costs	\$14,750.00 - \$17,000.00

City Engineer's Signature:

Date: *August 26, 2021*

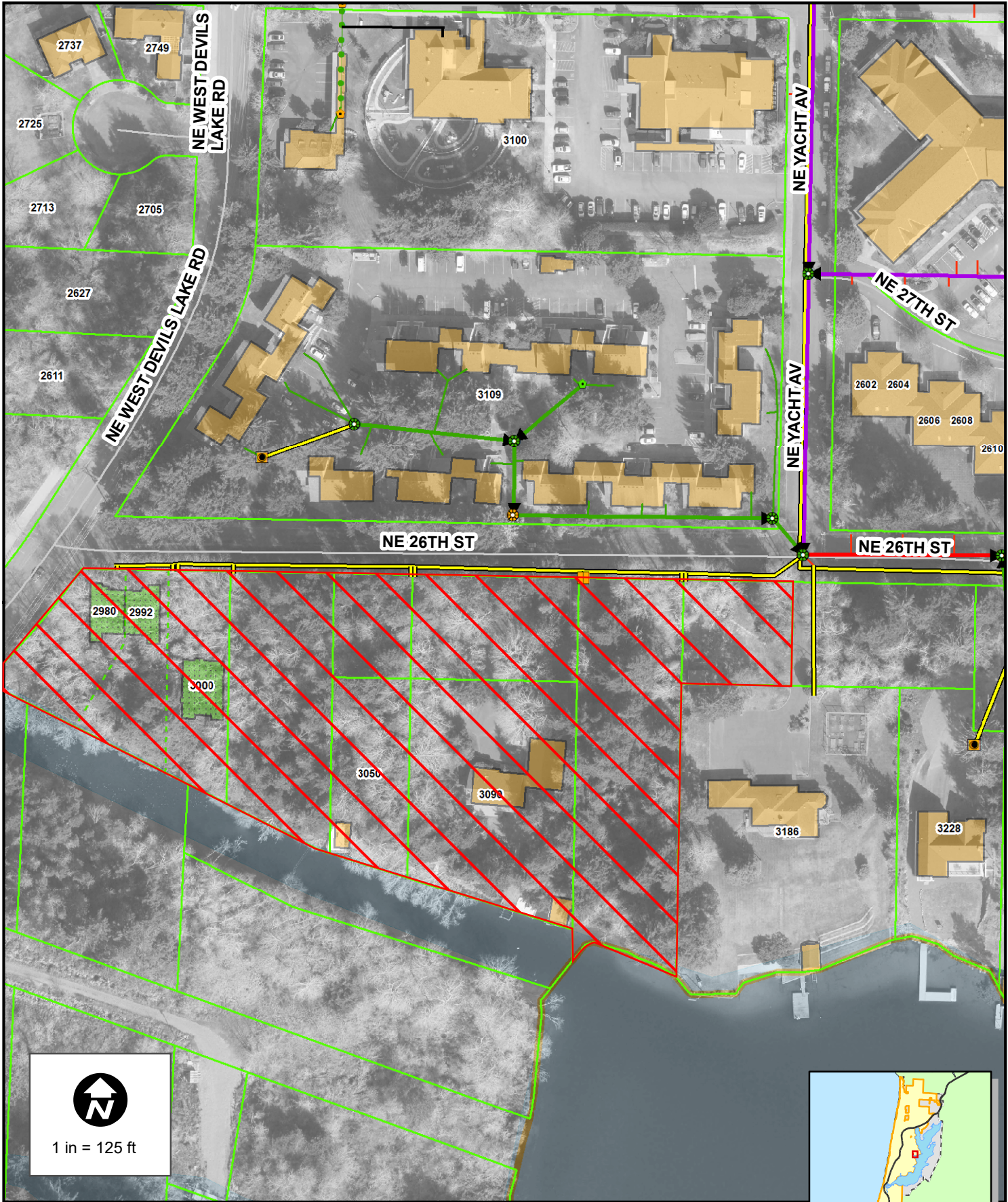
- Attachments: Exhibit A Property Owner List
 Exhibit B District Boundary
 Exhibit C District Zoning



EXHIBIT "A"

NE 26TH REIMBURSEMENT DISTRICT PROPERTY OWNER LIST

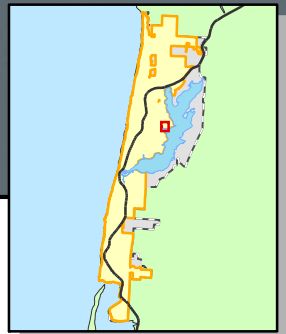
Tax Map	Tax Lot	Owner	Address	Lot Area (SF)	Provided Connections
7-11-11-AB	5902	Devils Paradise LLC	REDACTED	10,527	1
7-11-11-AC	300	Olivia L Holt Trustee	REDACTED	36,166	1
7-11-11-AB 07-11-11-AC	05071 301	Olivia L Holt Trustee	REDACTED	50,301	1
7-11-11-AB 07-11-11-AC	05600 207	Carol Lynn Harris Trustee	REDACTED	20,978	1
7-11-11-AC	210	Cary Dean Erkenbeck	REDACTED	24,678	1
7-11-11-AC	200	Nathan S Knott Trustee & Angie S Knott Trustee	REDACTED	12,355	1
7-11-11-AC	215	Nathan S Knott Trustee & Angie S Knott Trustee	REDACTED	10,000	1
7-11-11-AC	219	Nathan S Knott Trustee & Angie S Knott Trustee	REDACTED	11,063	1

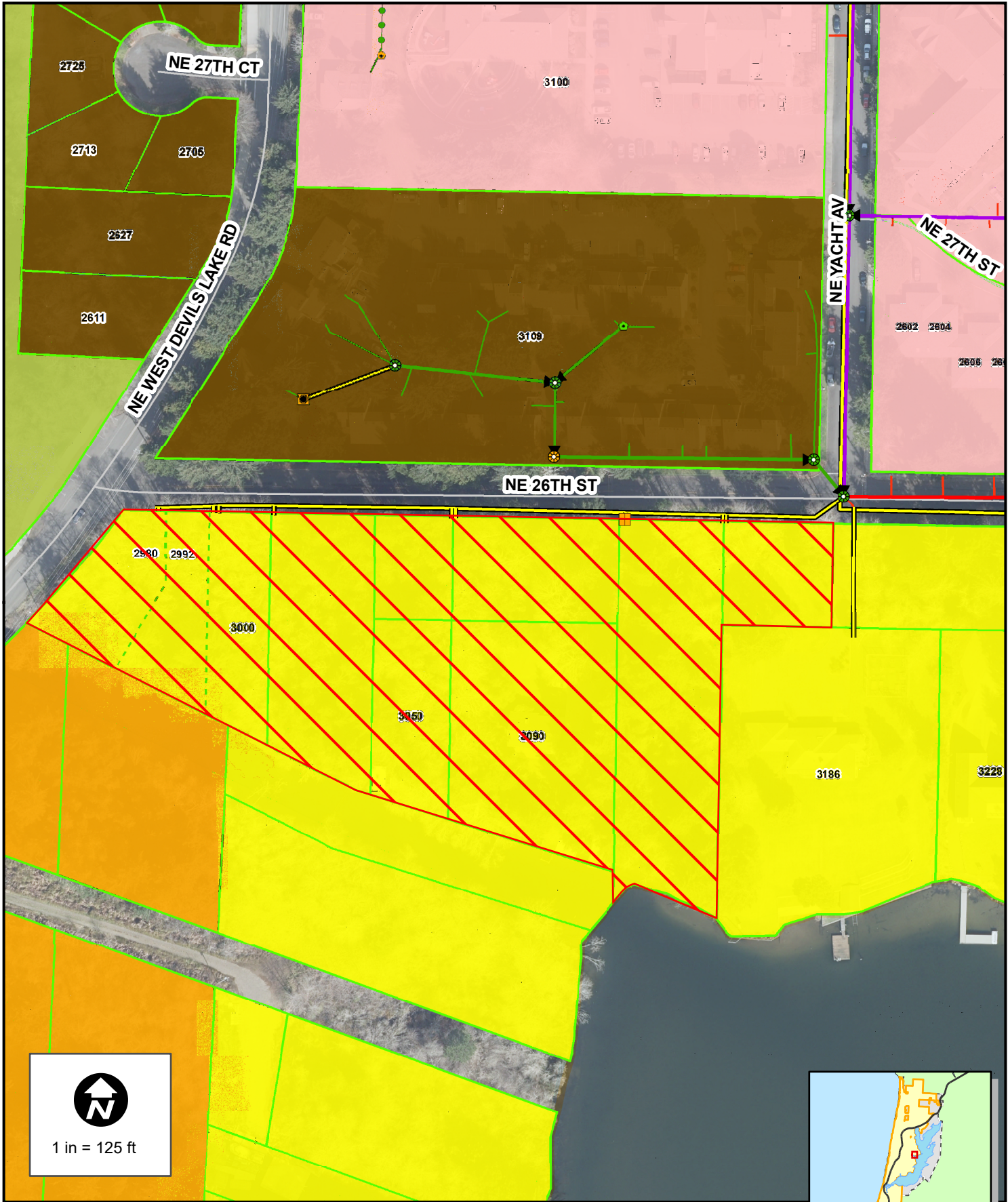


Vicinity Map

City of Lincoln City government use only. Use for any other purpose is entirely at the risk of the user. This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.

Date: 6/24/2021

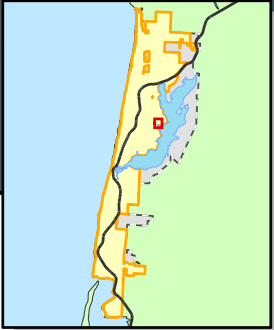




Vicinity Map

City of Lincoln City government use only. Use for any other purpose is entirely at the risk of the user. This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.

Date: 8/20/2021



APPLICATION FOR REIMBURSEMENT DISTRICT

The undersigned Applicant(s) have, or will, finance some or all of the cost of a public improvement available to provide service or benefit to property other than property owned by the Applicant(s). Pursuant to LCMC Chapter 13.06, the Applicant(s) request(s) the city establish a reimbursement district. [The Applicant has the burden to provide competent substantial evidence to support the establishment of the District.]

Mandatory Application requirements:

1. A description of the location, type, size and cost of the public improvement eligible for reimbursement;

General Description: Construction of approximately 600 linear feet of 2 inch HDPE solid fused low pressure sanitary sewer system along NE 26th Street east from the existing sanitary sewer manhole. The sewer line will be extended west, just short of the intersection of NE West Devils Lake Road. This will serve Tax lots 05902, 00300, 003301, 05701, 05600, 00207, 00210, and 00200. Tax lot 00200 has now been divided into 3 parcels. The area is zoned R-M. The proposed sewer line provides 5 service connections, in addition to the 3 constructed for the owner.

Applicant has furnished/will furnish: Financing Costs; Design; Permitting;
 Acquisition of Fee or Easement; Construction

Location: Improvement will extend from NE 26th and NE Yacht, 600 west to West Devils Lake Road.

The location of the improvement must be such that it is available to provide service to property other than that owned by the applicant.

Type: Street; Sidewalks; Water Main; Sanitary Sewer Main; Pressure Sewer Main; Storm Drainage Improvement; Other:

Size: Sewer Main is 2 inch, HDPE solid weld sewer pipe, per engineered plans

[The improvement(s) must be adequately sized to service intervening properties (generally a size greater than that which would otherwise ordinarily be required)]

Cost: \$68,214

Attach Exhibit A as a detailed breakdown of cost with accompanying documentation.

2. A map showing the properties to be included in a proposed reimbursement district; See Map attached as Exhibit B, and made a part hereof by this reference.

3. The zoning for the properties benefited by the improvement;**Applicant's property:** Residential Single Family, R-1-7.5**Other benefitted properties:** Residential Single Family, R-1-7.5**4. The front or square footage of said properties (or similar data appropriate for calculating the apportionment of the cost of the improvement among the properties);****Applicant's property:** .77 Acres, 3 connections**Other benefitted Properties:** 3.26 Acres, totaling 5 additional connections**5. A listing of the property(ies) in the District owned by applicant.****Applicant's property ID:** 07-11-11-AC-00200-00 (3000, 2992, and 2980 NE 26th St.)**Attach a copy of Applicant's Deed(s) as Exhibit C****6. All applications shall be accompanied by a fee in an amount sufficient to cover the cost of administrative review and notice required by this chapter as established by city council resolution.****See Enclosed Check for \$350 payable to the City of Lincoln City**

C. In the event an application is submitted after the construction of the public improvement, the application shall also include information as to when the city accepted the public improvement: 12-8-2021 (date) if not yet accepted state Not yet accepted as well as the actual cost of the improvements, \$68,214 (Actual cost) if evidenced by receipts, invoices or other similar documents. (See Exhibit A) Until receipt of said information, the affected application will be deemed incomplete.

OR

~~**D. In the event an application is submitted prior to the construction of the improvements, the application shall be accompanied by an estimate of the cost of the improvements as evidenced by bids, projections, or similar data. (\$ _____) (See Exhibit A) The application shall also include the estimated date of completion of the public improvement(s). Until the receipt of said information, the affected application will be deemed incomplete.**~~

NOTE: An application may be submitted at any time prior to the installation of the public improvement but in no event later than 180 days after acceptance of the improvement for which reimbursement is sought, unless the city engineer, in his/her sole discretion, waives this requirement.

Applicant(s)**Name:** Nathan Knott, Knottworks Construction**Address:** PO Box 197, Otis OR 97368**Phone:** 541-992-4405**Email:** Knottworks@gmail.com

BLS NO PART OF ANY STEVENS-NESS FORM MAY BE REPRODUCED IN ANY FORM OR BY ANY ELECTRONIC OR MECHANICAL MEANS.



20200030 Acco

Dennis and Sybil Grahn:
5593 NE Banner Trail
OTIS OR 97368

Grantor's Name and Address

Grantee's Name and Address

After recording, return to (Name and Address):

Nathan & Angie Knott Family Trust
PO Box 197
Otis, OR 97368

Until requested otherwise, send all tax statements to (Name and Address):

Same as above

Lincoln County, Oregon
05/19/2020 11:18:01 AM 2020-04870
DOC-BSD Cnt=1 Pgs=2 Stn=20
\$10.00 \$11.00 \$10.00 \$60.00 \$7.00 \$98.00

I, Dana W. Jenkins, County Clerk, do hereby certify that the within instrument was recorded in the Lincoln County Book of Records on the above date and time. WITNESS my hand and seal of said office affixed.

[Signature of Dana W. Jenkins]

Dana W. Jenkins, Lincoln County Clerk



BARGAIN AND SALE DEED

KNOW ALL BY THESE PRESENTS that Dennis Grahn and Sybil Grahn as tenants by the entirety hereinafter called grantor, for the consideration hereinafter stated, does hereby grant, bargain, sell and convey unto Nathan and Angie Knott Family Trust Trustees of The Knott Family Trust hereinafter called grantee, and unto grantee's heirs, successors and assigns, all of that certain real property, with the tenements, hereditaments and appurtenances thereunto belonging or in any way appertaining, situated in Lincoln County, State of Oregon, described as follows (legal description of property):

SEE ATTACHED EXHIBIT "A"

(IF SPACE INSUFFICIENT, CONTINUE DESCRIPTION ON REVERSE)

To Have and to Hold the same unto grantee and grantee's heirs, successors and assigns forever.

The true and actual consideration paid for this transfer, stated in terms of dollars, is \$ 100,000. However, the actual consideration consists of or includes other property or value given or promised which is part of the the whole (indicate which) consideration.

In construing this instrument, where the context so requires, the singular includes the plural, and all grammatical changes shall be made so that this instrument shall apply equally to businesses, other entities and to individuals.

IN WITNESS WHEREOF, grantor has executed this instrument on May 18, 2020; any signature on behalf of a business or other entity is made with the authority of that entity.

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

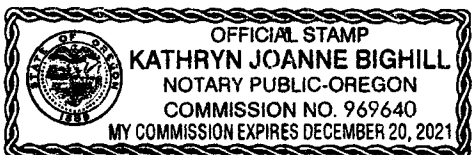
[Signatures of Dennis Grahn and Sybil Grahn]

STATE OF OREGON, County of LINCOLN

This instrument was acknowledged before me on May 18, 2020 by Dennis Grahn and Sybil Grahn

This instrument was acknowledged before me on

by as of



[Signature of Notary Public]
Notary Public for Oregon
My commission expires 12-20-2021

Recorded by Western Title as an accommodation only. No liability accepted for condition of title or validity, sufficiency or affect of document.

EXHIBIT "A"
Legal Description

PARCEL I:

Beginning at a point on the South line of Maryland Drive that is South 88° 24' West 75.0 feet from the Northeast corner of the Harry L. Smith and Corrine M. Smith tract as described in that certain contract dated January 10, 1967, recorded January 16, 1967 in Volume 274, page 214, Deed Records for Lincoln County, Oregon, said Northeast corner of said Smith tract being 491.0 feet North 89° 21' West and 100.0 feet North from the Northeast corner of U.S. Lot 13, in Section 11, Township 7 South, Range 11 West of the Willamette Meridian, in Lincoln County, Oregon; running thence South 88° 24' West, 100.0 feet to the true point of beginning; thence South 01° 36' East along the West boundary of the John W. Erkenbeck and Dorothy Erkenbeck tract as described in that certain contract dated March 11, 1969, 220 feet, more or less, to the North line of that certain dedicated canal as described in instrument recorded December 29, 1961 in Volume 221, page 373, Deed Records for Lincoln County, Oregon; thence North 72° 30' West, along the North line of said canal 25.5 feet, more or less, to a point on the North line of said canal that is the Southeast corner of a tract of land owned by Marie Kennedy; thence Northerly along the East boundary of the said Marie Kennedy tract 110 feet, more or less, to the Northeast corner of the said Marie Kennedy tract; thence Westerly along the North boundary of said Marie Kennedy tract 205 feet, more or less, to the East boundary of West Devils Lake Road; thence Northeasterly along the East boundary of West Devils Lake Road 128 feet, more or less, to the South line of Maryland Drive; thence Easterly along the South line of Maryland Drive 150 feet, more or less, to the true point of beginning.

PARCEL II:

A tract of land located in the North half of Section 11, Township 7 South, Range 11 West, Willamette Meridian, in Lincoln County, Oregon, the perimeter being more particularly described as follows:

Beginning at the center quarter corner of the above mentioned Section 11; thence North 0° 39' 47" East, 1201.24 feet to the North line of a canal dedicated to public use in Volume 15, page 1689, Lincoln County Records and being the true point of beginning of the tract herein described; thence North 65° 30' West, along said North line, 215.73 feet to the East line of West Devils Lake Road, 60 feet wide; thence North 41° 36' 50" East, along said East line, 40.69 feet; thence South 89° 47' 55" East, 171.92 feet; thence South 0° 39' 47" West, 119.29 feet to the point of beginning.



CCB #184887

Knottworks Construction, Inc. Public Improvements

NE 26th between West Devils Lake Rd. and NE Yacht
Exhibit A - Cost Breakdown

Project: 3000 NE 26th

Description: Provide design, labor, materials and equipment for sewer extension

Date: Design June-August 2018
Construction May-December 2020

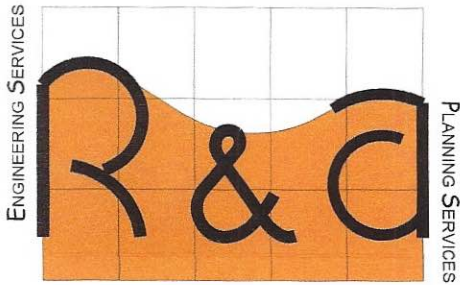
Design and Preconstruction

		Total
Reece and Associates	\$	7,723
Knottworks Project Management	\$	400
Total	\$	8,123

Construction

	<i>Hours</i>		<i>Rate</i>	
<u>Labor</u>				
Knottworks Project Management	20	\$	100	\$ 2,000
Knottworks Foreman and excavator	160	\$	100	\$ 16,000
Knottworks Journeyman	218	\$	60	\$ 13,080
<u>Equipment</u>				
Excavator	160	included above	--	--
Dump Truck	20	\$	90	\$ 1,800
Compactor				nc
<u>Subs / Material/3rd party rentals</u>				
	<i>Vendor</i>	<i>Description</i>		
	Ferguson	Pipe	\$	953
	Fowler	Pipe / fittings	\$	17,913
	Rock	Backfill	\$	800
	Asphalt	AC patch	\$	1,500
	Morris Exc.	Haul off	\$	532
	Peterson Cat	Excavator + Bucket	\$	2,366
	United Rentals	Shoring, Test unit	\$	1,065
	Power Rents	Vaccum	\$	2,081
Total				\$ 68,214

Submitted by:
Nathan Knott
President



Reece & associates, inc.

Invoice

Date	Invoice No.
6/30/2018	6398

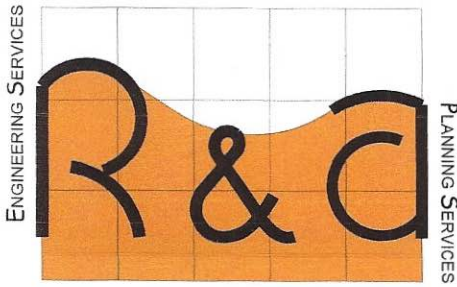
BILL TO:
Knottworks Construction, Inc Nathan Knott PO Box 197 Otis, OR 97368



2% Fee for Payment by Credit Card

Project Number - Description		Terms	DUE DATE
KWI1802 - 26th St Improvements			6/30/2018
Description	Rate - Fee	Qty / Hours	Amount
Services Through June 26th, 2017			
Engineering Services Per Contract			
See Attached Scope of Services & Fee Recap			
Project Engineer / Project Manager			
Task No. 1- Schematic Design			
Site Evaluation	125.00	2.00	250.00
Preliminary Design	125.00	1.25	156.25
Task No. 2 - Design Development			
Grading	125.00	1.00	125.00
Project Designer			
Task No. 1- Schematic Design			
Design Coordination	90.00	4.25	382.50
Administration	90.00	0.75	67.50
Task No. 2 - Design Development			
Sanitary Design	90.00	26.75	2,407.50
Street Design	90.00	12.50	1,125.00
Thank you for supporting a local business! Have a safe and Happy 4th of July!		Total:	\$4,513.75

321 1st ave. e, suite 3a albany, or 97321
 ~ phone 541.926.2428 ~ ~ fax 541.926.2456 ~



Reece & associates, inc.

Invoice

Date	Invoice No.
7/31/2018	6416

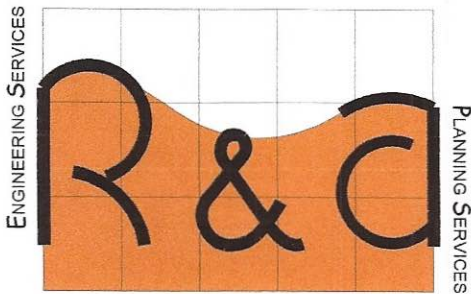
BILL TO:
 Knottworks Construction, Inc
 Nathan Knott
 PO Box 197
 Otis, OR 97368



2% Fee for Payment by Credit Card

Project Number - Description		Terms	DUE DATE
KWI1802 - 26th St Improvements		Due on receipt	7/31/2018
Description	Rate - Fee	Qty / Hours	Amount
Services Through July 28, 2018			
Engineering Services Per Contract			
Project Engineer / Project Manager			
Task No. 1- Schematic Design			
Code Review	120.00	0.75	90.00
Grading	120.00	1.00	120.00
Project Designer			
Task No. 2 - Design Development			
Grading	85.00	8.25	701.25
Preliminary Design	85.00	2.00	170.00
Street Design	85.00	3.50	297.50
<i>Thank you for your business.</i>		Total:	\$1,378.75

321 1st ave. e, suite 3a albany, or 97321
 ~ phone 541.926.2428 ~ ~ fax 541.926.2456 ~



Reece & associates, inc.

Invoice

Date	Invoice No.
8/31/2018	6440

BILL TO:
 Knottworks Construction, Inc
 Nathan Knott
 PO Box 197
 Otis, OR 97368



2% Fee for Payment by Credit Card

Project Number - Description		Terms	DUE DATE
KW1802 - 26th St Improvements		Due on receipt	8/31/2018
Description	Rate - Fee	Qty / Hours	Amount
Services Through August 25, 2018			
Engineering Services Per Contract			
Firm Principal			
Task No. 3 - Construction Drawings & Documentation Design Coordination	165.00	1.5	247.50
Project Engineer / Project Manager			
Task No. 3 - Construction Drawings & Documentation Sewer & Street Design	125.00	1.5	187.50
Project Designer - KS			
Task No. 3 - Construction Drawings & Documentation Design Revisions	90.00	15.5	1,395.00
<i>Thank you for your business. Happy Labor Day!</i>		Total:	\$1,830.00

321 1st ave. e, suite 3a albany, or 97321
 ~ phone 541.926.2428 ~ ~ fax 541.926.2456 ~

***** **INVOICE** *****

Cedar Creek Quarries, Inc.
PO Box 730
Newport, OR 97365

(541) 265-9441

Knottworks Const
PO Box 197
Otis, OR 97368

Invoice Number: 0119539-IN

Invoice Date: 10/9/2020

Customer Number: 00-KNOTCON

Customer P.O.:

Terms: NET 30 DAYS

Comment:

gross 26th

Sales Code	Description	UM	Quantity	Price	Amount
LC20 10/6	1"-0 Crushed Rock	TONS	12.980	12.000	155.76
LC20 10/7	1"-0 Crushed Rock	TONS	12.990	12.000	155.88

Invoice Total: 311.64

***** INVOICE *****

Cedar Creek Quarries, Inc.
PO Box 730
Newport, OR 97365

(541) 265-9441

Knottworks Const
PO Box 197
Otis, OR 97368

Invoice Number: 0119682-IN

Invoice Date: 10/31/2020

Customer Number: 00-KNOTCON

Customer P.O.:

Terms: NET 30 DAYS

Comment:

Sales Code	Description	UM	Quantity	Price	Amount
LC20 10/22- "Dennis G"	1"-0 Crushed Rock	TONS	12.680	12.000	152.16
LC20 10/26- "Dennis G"	1"-0 Crushed Rock	TONS	14.990	12.000	179.88
LC20 10/26- "Mast"	1"-0 Crushed Rock	TONS	12.680	12.000	152.16
LC19 10/28- "Mast"	3/4"-0 Crushed Rock	TONS	13.240	12.000	158.88
LC19 10/28- "26th"	3/4"-0 Crushed Rock	TONS	13.340	12.000	160.08
LC20 10/29- "Vet Clinic"	1"-0 Crushed Rock	TONS	38.960	12.000	467.52

Invoice Total: 1,270.68

***** INVOICE *****

Cedar Creek Quarries, Inc.
PO Box 730
Newport, OR 97365

(541) 265-9441

Knottworks Const
PO Box 197
Otis, OR 97368

Invoice Number: 0119739-IN

Invoice Date: 11/9/2020

Customer Number: 00-KNOTCON

Customer P.O.:

Terms: NET 30 DAYS

Comment:

Sales Code	Description	UM	Quantity	Price	Amount
LC20 11/4- "26th"	1"-0 Crushed Rock	TONS	13.970	12.000	167.64

Invoice Total: 167.64

***** INVOICE *****

Cedar Creek Quarries, Inc.
PO Box 730
Newport, OR 97365

(541) 265-9441

Invoice Number: 0119788-IN

Invoice Date: 11/16/2020

Knottworks Const
PO Box 197
Otis, OR 97368

Customer Number: 00-KNOTCON

Customer P.O.:

Terms: NET 30 DAYS

Comment:

Sales Code	Description	UM	Quantity	Price	Amount
LC19 11/5- "Otis Cafe"	3/4"-0 Crushed Rock	TONS	13.340	12.000	160.08
LC20 11/9- "26th St"	1"-0 Crushed Rock	TONS	13.420	12.000	161.04
LC25 11/9- "14th St"	3"-0 Crushed Rock	TON	26.730	10.250	273.98
LC20 11/10- "Otis Cafe"	1"-0 Crushed Rock	TONS	265.730	12.000	3,188.76
LC25 11/11- "Otis Cafe"	3"-0 Crushed Rock	TON	14.490	10.250	148.52
LC20 11/11- "Otis Cafe"	1"-0 Crushed Rock	TONS	43.000	12.000	516.00

Invoice Total: 4,448.38



WATERWORKS

9129 NORTH TYNDALL AVENUE
 PORTLAND, OR 97217-6964

INVOICE NUMBER	TOTAL DUE	CUSTOMER	PAGE
0934202	\$952.59	47541	1 of 1

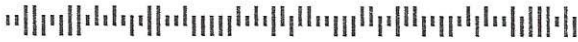
PLEASE REFER TO INVOICE NUMBER WHEN
 MAKING PAYMENT AND REMIT TO:

FERGUSON WATERWORKS #3011
 PO BOX 847411
 DALLAS, TX 75284-7411

Please contact with Questions: 510-404-1810

SHIP TO:

2991 1 AB 0.419 E0153X I0256 D6815456517 S2 P7822601 0001:0002



KNOTT INC
 DBA KNOTTWORKS CONSTRUCTION
 PO BOX 197
 OTIS OR 97368-0197

COUNTER PICK UP
 3650 KASHMIR WAY SOUTHEAST
 SALEM, OR 97317-0000

SHIP WHSE.	SELL WHSE.	TAX CODE	CUSTOMER ORDER NUMBER	SALESMAN	JOB NAME	INVOICE DATE	BATCH
1615	1615	ORONLY	26TH ST	011	THE HOUSE	11/03/20	IO 77544

ORDERED	SHIPPED	ITEM NUMBER	DESCRIPTION	UNIT PRICE	UM	AMOUNT
80	80	A12650020IB	12X20 AASHTO W/TITE HDPE PIPE BE	11.710	FT	936.80
1	0	A1215AA	12 N12 HDPE SNAP COUP WT		EA	0.00
1	1	A1265AA	12 N12 HDPE SPLT COUP	15.790	EA	15.79
INVOICE SUB-TOTAL						952.59

LEAD LAW WARNING: IT IS ILLEGAL TO INSTALL PRODUCTS THAT ARE NOT "LEAD FREE" IN ACCORDANCE WITH US FEDERAL OR OTHER APPLICABLE LAW IN POTABLE WATER SYSTEMS ANTICIPATED FOR HUMAN CONSUMPTION. PRODUCTS WITH *NP IN THE DESCRIPTION ARE NOT LEAD FREE AND CAN ONLY BE INSTALLED IN NON-POTABLE APPLICATIONS. BUYER IS SOLELY RESPONSIBLE FOR PRODUCT SELECTION.

Looking for a more convenient way to pay your bill?

Log in to **Ferguson.com** and request access to Online Bill Pay.

TERMS: NET 10TH PROX	ORIGINAL INVOICE	TOTAL DUE	\$952.59
----------------------	------------------	-----------	----------

All past due amounts are subject to a service charge of 1.5% per month, or the maximum allowed by law, if lower. If Buyer fails to pay within terms, then in addition to other remedies, Buyer agrees to pay Seller all costs of collection, including reasonable attorney fees. Complete terms and conditions are available upon request or at <https://www.ferguson.com/content/website-info/terms-of-sale>, incorporated by reference. Seller may convert ch



**H.D. FOWLER
COMPANY**

Corporate Office

L.8.b

3633 136th Pl SE, Ste 100, Bellevue, WA 98006
PO Box 160, Bellevue, WA 98009-0160
Phone 425-654-8800 * Fax 425-641-8885

REMIT: PO Box 84368, Seattle, WA 98124

Vancouver Branch
11316 NE Hwy 99
VANCOUVER, WA 98686
(360) 574-9377 Fax (360) 574-9297

Invoice
Number **15604190**

VAWH

115154

T-1 KNOTTWORKS CONSTRUCTION INC PO Box 197 Otis OR 97368-0197	3000 NE 26TH ST LINCOLN CITY OR 973674507		1/4
	Order# O6812205	Inv Date: 10/03/20	Order Writer: BECKY ZENTHOEFER

Terms: NET 10TH PROX	Due: 11/10/20	PO/JOB: LINCOLN CITY
FOB: H. D. FOWLER COMPANY	Ship Via: VENDOR'S CHOICE	NE 26TH & WEST DEVILS LAKE R

Line	Qty Ship'd	Qty BO'd	UoM	Part # Description	Unit Price	Extended Price	T X
<p>Please note: our Corporate phone number has changed. If you have any questions regarding payables or receivables call Corporate at 425-654-8800.</p>							
<p>2" FLUSHING CONNECTION *****</p>							
1	1	0	EA	2" SDR 11 WYE IPS HDPE MOLDED BUTT FUSION	80.580	80.58	
2	2	0	EA	2" SDR 11 45 ELBOW IPS HDPE MOLDED BUTT FUSION	8.880	17.76	
3	3	0	EA	2" SDR 11 TRANSITION FITTING IPS HDPE X MIP 316SS NSF APPROVED	29.920	89.76	
4	1	0	EA	2" BRASS GATE VALVE THREADED NRS 200 WOG	38.380	38.38	
5	1	0	EA	B11-777W-NL 2" FIP X FIP BALL VALVE CURB STOP W/ PADLOCK WINGS NO-LEAD FORD	317.610	317.61	
6	1	0	EA	18" VALVE BOX TOP 910 SLIP TYPE	40.650	40.65	
7	1	0	EA	LID FOR 910 VALVE BOX MARKED "SEWER"	18.900	18.90	
8	14	0	FT	6" SDR35 3034 GASKETED PVC SEWER PIPE 14' LENGTH	2.960	41.44	
9	1	0	EA	#1-RT CONCRETE VALVE BOX BODY 8-3/4" X 12" 70VB004 BROOKS	57.990	57.99	
10	1	0	EA	#1-RT CI VALVE BOX COVER 9-1/2" MARKED "SEWER" CI52003SEW BROOKS	31.060	31.06	
11	1	0	EA	3-IN-1 EXTENDABLE 3'-5' VALVE WRENCH 85490 SEYMOUR	77.620	77.62	



Corporate Office

L.8.b

3633 136th Pl SE, Ste 100, Bellevue, WA 98006
 PO Box 160, Bellevue, WA 98009-0160
 Phone 425-654-8800 * Fax 425-641-8885

REMIT: PO Box 84368, Seattle, WA 98124

Invoice Number **I5604190**

VAWH

Vancouver Branch
 11316 NE Hwy 99
 VANCOUVER, WA 98686
 (360) 574-9377 Fax (360) 574-9297

115154

T-1
 KNOTTWORKS CONSTRUCTION INC
 PO Box 197
 Otis OR 97368-0197

3000 NE 26TH ST 2/4

LINCOLN CITY OR 973674507

Order# O6812205	Inv Date: 10/03/20	Order Writer: BECKY ZENTHOEFER
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Terms: NET 10TH PROX

Due: 11/10/20

PO/JOB: LINCOLN CITY

FOB: H. D. FOWLER COMPANY

Ship Via: VENDOR'S CHOICE

NE 26TH & WEST DEVILS LAKE R

Line	Qty Ship'd	Qty BO'd	UoM	Part # Description	Unit Price	Extended Price	T X
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Please note: our Corporate phone number has changed. If you have any questions regarding payables or receivables call Corporate at 425-654-8800.

** Remittance Address **

PO Box 84368, Seattle, WA 98124-5668

EFT Routing: 121000248

EFT Bank No: 418 545 3362

Sub total	811.75
Freight	0.00
Tax	0.00
Grand Total	811.75

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RON CLARK

Packet Pg. 118

H.D. FOWLER COMPANY

3633 136th Pl SE, Ste 100, Bellevue, WA 98006
 PO Box 160, Bellevue, WA 98009-0160
 Phone 425-654-8800 * Fax 425-641-8885

REMIT: PO Box 84368, Seattle, WA 98124

Vancouver Branch
 11316 NE Hwy 99
 VANCOUVER, WA 98686
 (360) 574-9377 Fax (360) 574-9297

Invoice
 Number **15604191**

VAWH

115154

T-1 KNOTTWORKS CONSTRUCTION INC PO Box 197 Otis OR 97368-0197	3000 NE 26TH ST		3/4
	LINCOLN CITY		OR 973674507
Order#	Inv Date:	Order Writer:	
O6812202	10/03/20	BECKY ZENTHOEFER	
Terms: NET 10TH PROX	Due: 11/10/20	PO/JOB: LINCOLN CITY	
FOB: H. D. FOWLER COMPANY	Ship Via: VENDOR'S CHOICE	NE 26TH & WEST DEVILS LAKE R	

Line	Qty Ship'd	Qty BO'd	UoM	Part # Description	Unit Price	Extended Price	T X
<p>Please note: our Corporate phone number has changed. If you have any questions regarding payables or receivables call Corporate at 425-654-8800.</p> <p>LOW PRESSURE SANITARY SEWER MAIN *****</p>							
1	500	0	FT	2" SDR 11 IPS HDPE PIPE 500' COILS	1.220	610.00	
2	200	0	FT	2" SDR 11 IPS HDPE PIPE 100' COIL	1.220	244.00	
4	2	0	RL	12 GA GREEN WIRE 500' ROLL	79.230	158.46	
5	1	0	EA	2" DETECTABLE TAPE SEWER GREEN 1000' ROLL	24.800	24.80	
6	7	0	EA	2" X 1-1/4" SDR 11 REDUCING TEE IPS HDPE MOLDED OR FABRICATED BUTT FUSION	44.020	308.14	
7	2	0	EA	2" SDR 11 90 ELBOW IPS HDPE MOLDED BUTT FUSION	7.230	14.46	
8	1	0	EA	2" SDR 11 45 ELBOW IPS HDPE MOLDED BUTT FUSION	8.880	8.88	
10	2	0	EA	SS REG STRAP FOR CB SEWER SADDLE 8.00 - 14.40 ROMAC	37.170	74.34	
14	7	0	EA	1-1/4" SDR 11 TRANSITION FITTING IPS HDPE X MIP 316SS NSF APPROVED	27.320	191.24	
15	7	0	EA	1-1/4" BRASS CAP IMPORT NO-LEAD	9.100	63.70	
13	1	0	EA	2" MIPT COMPRESSION ADAPTER IPS HDPE 200	26.270	26.27	

RON CLARK



**H.D. FOWLER
COMPANY**

3633 136th Pl SE, Ste 100, Bellevue, WA 98006
PO Box 160, Bellevue, WA 98009-0160
Phone 425-654-8800 * Fax 425-641-8885

REMIT: PO Box 84368, Seattle, WA 98124

Vancouver Branch
11316 NE Hwy 99
VANCOUVER, WA 98686
(360) 574-9377 Fax (360) 574-9297

Invoice
Number **I5604191**

VAWH

115154



T-1 **KNOTTWORKS CONSTRUCTION INC**
PO Box 197
Otis OR 97368-0197

3000 NE 26TH ST 4/4

LINCOLN CITY OR 973674507

Order# O6812202	Inv Date: 10/03/20	Order Writer: BECKY ZENTHOEFER
---------------------------	------------------------------	--

Terms: NET 10TH PROX

Due: 11/10/20

PO/JOB: LINCOLN CITY

FOB: H. D. FOWLER COMPANY

Ship Via: VENDOR'S CHOICE

NE 26TH & WEST DEVILS LAKE R

Line	Qty Ship'd	Qty BO'd	UoM	Part # Description	Unit Price	Extended Price	T X
<p>Please note: our Corporate phone number has changed. If you have any questions regarding payables or receivables call Corporate at 425-654-8800.</p>							
16	1	0	EA	PSI 1-1/4" MIPT COMPRESSION ADAPTER IPS HDPE 200	12.200	12.20	
17	7	0	EA	PSI FB500-5-NL 1-1/4" MIP X MIP BALLCORP CORP STOP NO-LEAD FORD	163.670	1145.69	
22	1	0	EA	FB500-7-NL 2" MIP X MIP BALLCORP CORP STOP NO-LEAD FORD	293.310	293.31	
20	14	0	EA	1-1/4" DR11 FUSION X 304 SS FIPT TRANSITION ADAPTER, 712-0125-S4I11, POLY-CAM ***NON- STOCK & NON-RETURNABLE***	47.030	658.42	
21	2	0	EA	2" DR11 FUSION X 304 SS FIPT HDPE ADAPTER, #712-0200-S4I11, POLY-CAM ***NON-STOCK & NON-RETURNABLE***	70.030	140.06	

** Remittance Address **

PO Box 84368, Seattle, WA 98124-5668

EFT Routing: 121000248

EFT Bank No: 418 545 3362

Sub total	3,973.97
Freight	0.00
Tax	0.00
Grand Total	3,973.97

RON CLARK

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Corporate Office

L.8.b

3633 136th PI SE, Ste 100, Bellevue, WA 98006
 PO Box 160, Bellevue, WA 98009-0160
 Phone 425-654-8800 * Fax 425-641-8885

REMIT: PO Box 84368, Seattle, WA 98124

Invoice Number **15591313**

VAWH
 # 115154

Vancouver Branch
 11316 NE Hwy 99
 VANCOUVER, WA 98686
 (360) 574-9377 Fax (360) 574-9297

T-3 KNOTTWORKS CONSTRUCTION INC PO Box 197 Otis OR 97368-0197	HD Fowler Company - Vancouver 2/2 VANCOUVER WA 98686	
	Order# O6809639	Inv Date: 09/21/20
	Order Writer: BECKY ZENTHOEFER	
Terms: NET 10TH PROX FOB: H. D. FOWLER	Due: 10/10/20 Ship Via: WILL CALL	PO/JOB: NE26TH ST LINCOLN CTIY

Line	Qty Ship'd	Qty BO'd	UoM	Part # Description	Unit Price	Extended Price	T X
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> Please note: our Corporate phone number has changed. If you have any questions regarding payables or receivables call Corporate at 425-654-8800. </div>							
1	300	0	FT	1-1/4" SDR 11 IPS HDPE PIPE 300' COIL	0.760	228.00	Y

** Remittance Address **

PO Box 84368, Seattle, WA 98124-5668

EFT Routing: 121000248

EFT Bank No: 418 545 3362

Sub total	228.00
Freight	0.00
Tax	19.15
Grand Total	247.15

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Packet Pg. 121



Corporate Office

L.8.b

3633 136th Pl SE, Ste 100, Bellevue, WA 98006
 PO Box 160, Bellevue, WA 98009-0160
 Phone 425-654-8800 * Fax 425-641-8885

REMIT: PO Box 84368, Seattle, WA 98124

Wilsonville Branch
 28800 SW Boberg Rd
 Wilsonville, OR 97070
 (503) 783-3490 Fax (503) 783-3497

Invoice Number **15591199**

WIWH
 # 115154

T-3  KNOTTWORKS CONSTRUCTION INC PO Box 197 Otis OR 97368-0197	HD Fowler Company - Wilsonvill 1/2 Wilsonville OR 97070	
	Order# O6809575	Inv Date: 09/21/20
	Order Writer: BECKY ZENTHOEFER	
Terms: NET 10TH PROX FOB: H. D. FOWLER	Due: 10/10/20 Ship Via: WILL CALL	PO/JOB: NE 26TH LINCOLN CITY

Line	Qty Ship'd	Qty BO'd	UoM	Part # Description	Unit Price	Extended Price	T X
<div style="border: 1px solid gray; padding: 5px; background-color: #f0f0f0;"> Please note: our Corporate phone number has changed. If you have any questions regarding payables or receivables call Corporate at 425-654-8800. </div>							
1	320	0	FT	3" GRAY SCH 40 PVC CONDUIT BE, 20' LENGTH	3.380	1081.60	
2	120	0	FT	2" GRAY SCH 40 PVC CONDUIT BE, 20' LENGTH	1.770	212.40	
3	9	0	EA	3" X 36" SCH 40 CONDUIT SWEEP 90 ELBOW BXSP	21.020	189.18	
4	2	0	EA	2" X 36" SCH 40 CONDUIT SWEEP 90 ELBOW BXSP	10.130	20.26	

** Remittance Address **

PO Box 84368, Seattle, WA 98124-5668

EFT Routing: 121000248

EFT Bank No: 418 545 3362

Sub total 1,503.44
 Freight 0.00
 Tax 0.00
 Grand Total 1,503.44

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RON CLARK

Packet Pg. 122



Corporate Office

3633 136th Pl SE, Ste 100, Bellevue, WA 98006
 PO Box 160, Bellevue, WA 98009-0160
 Phone 425-654-8800 * Fax 425-641-8885

REMIT: PO Box 84368, Seattle, WA 98124

Invoice
 Number **15609807**

VAWH
 # 115154

Vancouver Branch
 11316 NE Hwy 99
 VANCOUVER, WA 98686
 (360) 574-9377 Fax (360) 574-9297

T-2 KNOTTWORKS CONSTRUCTION INC PO Box 197 Otis OR 97368-0197	HD Fowler Company - Vancouver 2/3	
	VANCOUVER	WA 98686
Order#	Inv Date:	Order Writer:
06825835	10/08/20	BECKY ZENTHOEFER
Terms: NET 10TH PROX	Due: 11/10/20	PO/JOB: LINCOLN CITY
FOB: H. D. FOWLER	Ship Via: WILL CALL	NE 26TH & WEST DEVILS LAKE R

Line	Qty Ship'd	Qty BO'd	UoM	Part # Description	Unit Price	Extended Price	T X
<div style="border: 1px solid black; padding: 5px; background-color: #e0e0e0;"> Please note: our Corporate phone number has changed. If you have any questions regarding payables or receivables call Corporate at 425-654-8800. </div>							
2	1	0	EA	INBOUND FRT / BILLABLE INBOUND FRT / BILLABLE/UPS NEXT DAY AIR	40.000	40.00	Y
1	1	0	EA	2" X 1-1/4" SDR 11 REDUCING TEE IPS HDPE MOLDED OR FABRICATED BUTT FUSION	44.020	44.02	Y

** Remittance Address **

PO Box 84368, Seattle, WA 98124-5668

EFT Routing: 121000248

EFT Bank No: 418 545 3362

Sub total 84.02
 Freight 0.00
 Tax 7.06
 Grand Total 91.08

RON CLARK/DANIEL RAY

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REMIT: PO Box 84368, Seattle, WA 98124

Invoice
Number **15609815**

VAWH
115154

Corporate Office

3633 136th Pl SE, Ste 100, Bellevue, WA 98006
PO Box 160, Bellevue, WA 98009-0160
Phone 425-654-8800 * Fax 425-641-8885

Vancouver Branch
11316 NE Hwy 99
VANCOUVER, WA 98686
(360) 574-9377 Fax (360) 574-9297

L.8.b

T-2 KNOTTWORKS CONSTRUCTION INC PO Box 197 Otis OR 97368-0197	HD Fowler Company - Vancouver 3/3 VANCOUVER WA 98686	
	Order# O6827387	Inv Date: 10/08/20
Terms: NET 10TH PROX FOB: H. D. FOWLER	Due: 11/10/20 Ship Via: WILL CALL	PO/JOB: LINCOLN CITY NE 26TH & WEST DEVILS LAKE R

Line	Qty Ship'd	Qty BO'd	UoM	Part # Description	Unit Price	Extended Price	T X
Please note: our Corporate phone number has changed. If you have any questions regarding payables or receivables call Corporate at 425-654-8800.							
3	2	0	EA	2" SDR 11 TEE IPS HDPE MOLDED BUTT FUSION	9.050	18.10	Y
4	2	0	EA	2" X 1-1/4" SDR 11 REDUCER IPS HDPE MOLDED BUTT FUSION	6.670	13.34	Y
1	3	0	EA	2" ELECTROFUSION COUPLING IPS HDPE DOMESTIC	11.420	34.26	Y

** Remittance Address **

PO Box 84368, Seattle, WA 98124-5668

EFT Routing: 121000248

EFT Bank No: 418 545 3362

Sub total	65.70
Freight	0.00
Tax	5.52
Grand Total	71.22

DANIEL RAY

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Packet Pg. 124



REMIT: PO Box 84368, Seattle, WA 98124

Invoice Number **15608721**

WIWH # 115154

Corporate Office

3633 136th Pl SE, Ste 100, Bellevue, WA 98006
PO Box 160, Bellevue, WA 98009-0160
Phone 425-654-8800 * Fax 425-641-8885

Wilsonville Branch
28800 SW Boberg Rd
Wilsonville, OR 97070
(503) 783-3490 Fax (503) 783-3497

T-2 KNOTTWORKS CONSTRUCTION INC PO Box 197 Otis OR 97368-0197	HD Fowler Company - Wilsonville 1/3	
	Wilsonville	OR 97070
Order# O6826000	Inv Date: 10/08/20	Order Writer: BECKY ZENTHOEFER
Terms: NET 10TH PROX	Due: 11/10/20	PO/JOB: LINCOLN CITY
FOB: H. D. FOWLER	Ship Via: WILL CALL	NE 26TH & WEST DEVILS LAKE R

Line	Qty Ship'd	Qty BO'd	UoM	Part # Description	Unit Price	Extended Price	T X
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Please note: our Corporate phone number has changed. If you have any questions regarding payables or receivables call Corporate at 425-654-8800.

1	8	0	EA	1-1/4" FIPT X IPS DR11 HDPE COMPRESSION FEMALE ADAPTER #75-33255, STRAIGHT ***NON-RETURNABLE***	19.240	153.92	
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** Remittance Address **

PO Box 84368, Seattle, WA 98124-5668

EFT Routing: 121000248

EFT Bank No: 418 545 3362

Sub total	153.92
Freight	0.00
Tax	0.00
Grand Total	153.92

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RON CLARK



Corporate Office

L.8.b

3633 136th PI SE, Ste 100, Bellevue, WA 98006
 PO Box 160, Bellevue, WA 98009-0160
 Phone 425-654-8800 * Fax 425-641-8885

REMIT: PO Box 84368, Seattle, WA 98124

Wilsonville Branch
 28800 SW Boberg Rd
 Wilsonville, OR 97070
 (503) 783-3490 Fax (503) 783-3497

Invoice Number 15610945 WIWH
 # 115154

T-1 KNOTTWORKS CONSTRUCTION INC PO Box 197 Otis OR 97368-0197	HD Fowler Company - Wilsonvill 1/1 Wilsonville OR 97070	
	Order# O6832684	Inv Date: 10/09/20
Terms: NET 10TH PROX FOB: H. D. FOWLER	Due: 11/10/20 Ship Via: WILL CALL	PO/JOB: LINCOLN CITY NE 26TH & WEST DEVILS LAKE R

Line	Qty Ship'd	Qty BO'd	UoM	Part # Description	Unit Price	Extended Price
Please note: our Corporate phone number has changed. If you have any questions regarding payables or receivables call Corporate at 425-654-8800.						
1	20	0	FT	24" X 20' ADS BLUE SEAL CORR POLY, TESTABLE, AASHTO M294, TYPE "S", DUAL WALL, LONG BELL 246550020IBL	36.890	737.80
2	200	0	FT	2" GRAY SCH 40 PVC CONDUIT BE, 20' LENGTH	1.770	354.00

** Remittance Address **

PO Box 84368, Seattle, WA 98124-5668

EFT Routing: 121000248

EFT Bank No: 418 545 3362

Sub total 1,091.80
 Freight 0.00
 Tax 0.00
 Grand Total 1,091.80

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DAVE

Packet Pg. 126



Corporate Office

L.8.b

3633 136th Pl SE, Ste 100, Bellevue, WA 98006
 PO Box 160, Bellevue, WA 98009-0160
 Phone 425-654-8800 * Fax 425-641-8885

REMIT: PO Box 84368, Seattle, WA 98124

Wilsonville Branch
 28800 SW Boberg Rd
 Wilsonville, OR 97070
 (503) 783-3490 Fax (503) 783-3497

Invoice Number **15631167**

WIWH

115154



T-2 KNOTTWORKS CONSTRUCTION INC
 PO Box 197
 Otis OR 97368-0197

3000 NE 26TH ST 1/2

LINCOLN CITY OR 973674507

Order# O6848778	Inv Date: 11/02/20	Order Writer: BECKY ZENTHOEFER
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Terms: NET 10TH PROX

Due: 12/10/20

PO/JOB: LINCOLN CITY

FOB: H. D. FOWLER COMPANY

Ship Via: VENDOR'S CHOICE

NE 26TH & WEST DEVILS LAKE R

Line	Qty Ship'd	Qty BO'd	UoM	Part # Description	Unit Price	Extended Price
<p>Please note: our Corporate phone number has changed. If you have any questions regarding payables or receivables call Corporate at 425-654-8800.</p>						
1	1	0	EA	DISCHARGE WHIP, PA1836P01, 1-1/4" SS MALE NOPT X 1-1/4" SS FEMALE NPT, SDR11 HDPE, 48" LENGTH, (E-ONE DISCHARGE KIT)	151.430	151.43
2	3	0	EA	E-ONE ADAPTER, 1-1/4" MALE NPT X 1-1/4" SDR11 COMPRESSION, #E1 PA1365P01, SS	23.350	70.05
4	1	0	EA	EONE SS 1-1/4" LATERAL KIT 1-1/4" : CURB STOP W/ INTERGRAL CHECK VALVE STAINLESS STEEL: FIPT X FIPT	172.270	172.27

** Remittance Address **

PO Box 84368, Seattle, WA 98124-5668

EFT Routing: 121000248

EFT Bank No: 418 545 3362

Sub total 393.75

Freight 0.00

Tax 0.00

Grand Total 393.75

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RON CLARK

Packet Pg. 127



**H.D. FOWLER
COMPANY**

Corporate Office

3633 136th Pl SE, Ste 100, Bellevue, WA 98006
PO Box 160, Bellevue, WA 98009-0160
Phone 425-654-8800 * Fax 425-641-8885

REMIT: PO Box 84368, Seattle, WA 98124

Invoice
Number **I5637414**

VAWH

Vancouver Branch
11316 NE Hwy 99
VANCOUVER, WA 98686
(360) 574-9377 Fax (360) 574-9297

115154



T-2 **KNOTTWORKS CONSTRUCTION INC**
PO Box 197
Otis OR 97368-0197

3000 NE 26TH ST

1/1

LINCOLN CITY OR 973674507

Order# O6852961	Inv Date: 11/09/20	Order Writer: Seth Ainslie
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Terms: NET 10TH PROX

Due: 12/10/20

PO/JOB: 2" ONSITE FUSION SERV

FOB: H. D. FOWLER COMPANY

Ship Via: SALESPERSON DELIVERY 26TH & WEST DEVILS LAKE R

Line	Qty Ship'd	Qty BO'd	UoM	Part # Description	Unit Price	Extended Price	T X
<p>Please note: our Corporate phone number has changed. If you have any questions regarding payables or receivables call Corporate at 425-654-8800.</p>							
2	3	0	DY	McElroy 1-4 butt fusion machine. Requires (2) 120 volt 15 amp circuits. 1 Day Rental	60.000	180.00	
4	1	0	DY	120 volt Hurner electrofusion processor. Requires 120v 30 amp NEMA L5-30 receptacle. 1 Day Rental	125.000	125.00	
5	1	0	EA	Misc Comment ELECTRO MACHINE TO SPLICE IN ADDITIONAL TEE NOT SHOWN ON PLANS	0.000	0.00	
3	224	0	EA	PER MILE ROUND TRIP FUSION DELIVERY/TRAVEL CHARGE ROUND TRIP HD FOWLER VANCOUVER TO JOBSITE	1.750	392.00	
6	3	0	EA	OVERNIGHT ACCOMODATIONS FOR FUSION TECHNICIAN OVERNIGHT ACCOMODATIONS FOR FU	190.000	570.00	
1	3	0	EA	DAILY RATE FOR FUSION TECH (8 HOURS ON SITE) DAILY RATE FOR FUSION TECH (8	800.000	2400.00	

Sub total 3,667.00

Freight 0.00

Tax 0.00

Grand Total 3,667.00

** Remittance Address **

PO Box 84368, Seattle, WA 98124-5668

EFT Routing: 121000248

EFT Bank No: 418 545 3362

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Corporate Office

3633 136th Pl SE, Ste 100, Bellevue, WA 98006
PO Box 160, Bellevue, WA 98009-0160
Phone 425-654-8800 * Fax 425-641-8885

REMIT: PO Box 84368, Seattle, WA 98124

Invoice
Number **15646064**

VAWH
115154

Vancouver Branch
11316 NE Hwy 99
VANCOUVER, WA 98686
(360) 574-9377 Fax (360) 574-9297



T-2
KNOTTWORKS CONSTRUCTION INC
PO Box 197
Otis OR 97368-0197

3000 NE 26TH ST 1/2

LINCOLN CITY OR 973674507

Order# O6871476
Inv Date: 11/19/20
Order Writer: Seth Ainslie

Terms: NET 10TH PROX

Due: 12/10/20

PO/JOB: 2" ONSITE FUSION SERV

FOB: H. D. FOWLER COMPANY

Ship Via: SALESPERSON DELIVERY 26TH & WEST DEVILS LAKE R

Line	Qty Ship'd	Qty BO'd	UoM	Part # Description	Unit Price	Extended Price	T X
<p>Please note: our Corporate phone number has changed. If you have any questions regarding payables or receivables call Corporate at 425-654-8800.</p>							
2	1	0	DY	120 volt Hurner electrofusion processor. Requires 120v 30 amp NEMA L5-30 receptacle. 1 Day Rental	125.000	125.00	
3	200	0	EA	PER MILE ROUND TRIP FUSION DELIVERY/TRAVEL CHARGE PER MILE ROUND TRIP HD FOWLER VANCOUVER TO JOBSITE	1.750	350.00	
1	1	0	EA	DAILY RATE FOR FUSION TECH (8 HOURS ON SITE) 11-18-20, ONSITE FUSION TECH (HALF DAY RATE)	500.000	500.00	

** Remittance Address **

PO Box 84368, Seattle, WA 98124-5668

EFT Routing: 121000248

EFT Bank No: 418 545 3362

Sub total	975.00
Freight	0.00
Tax	0.00
Grand Total	975.00

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Corporate Office

L.8.b

3633 136th Pl SE, Ste 100, Bellevue, WA 98006
 PO Box 160, Bellevue, WA 98009-0160
 Phone 425-654-8800 * Fax 425-641-8885

REMIT: PO Box 84368, Seattle, WA 98124

Invoice Number **15646070**

VAWH
 # 115154

Vancouver Branch
 11316 NE Hwy 99
 VANCOUVER, WA 98686
 (360) 574-9377 Fax (360) 574-9297

T-2  KNOTTWORKS CONSTRUCTION INC PO Box 197 Otis OR 97368-0197	3000 NE 26TH ST 2/2	
	LINCOLN CITY OR 973674507	
Order# O6871513	Inv Date: 11/19/20	Order Writer: Seth Ainslie
Terms: NET 10TH PROX	Due: 12/10/20	PO/JOB: 2" ELECTRO COUPLINGS
FOB: H. D. FOWLER COMPANY Ship Via: SALESPERSON DELIVERY 26TH & WEST DEVILS LAKE R		

Line	Qty Ship'd	Qty BO'd	UoM	Part # Description	Unit Price	Extended Price	T X
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> Please note: our Corporate phone number has changed. If you have any questions regarding payables or receivables call Corporate at 425-654-8800. </div>							
1	2	0	EA	2" ELECTROFUSION COUPLING IPS HDPE DOMESTIC	11.420	22.84	
					Sub total	22.84	
					Freight	0.00	
					Tax	0.00	
					Grand Total	22.84	
** Remittance Address ** PO Box 84368, Seattle, WA 98124-5668				EFT Routing: 121000248 EFT Bank No: 418 545 3362			
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RON

Packet Pg. 130



**H.D. FOWLER
COMPANY**

Corporate Office

L.8.b

3633 136th Pl SE, Ste 100, Bellevue, WA 98006
PO Box 160, Bellevue, WA 98009-0160
Phone 425-654-8800 * Fax 425-641-8885

REMIT: PO Box 84368, Seattle, WA 98124

Wilsonville Branch
28800 SW Boberg Rd
Wilsonville, OR 97070
(503) 783-3490 Fax (503) 783-3497

Invoice
Number **15647459**

WIWH

115154

HD Fowler Company - Wilsonville

1/1

T-1
KNOTTWORKS CONSTRUCTION INC
PO Box 197
Otis OR 97368-0197

Wilsonville OR 97070

Order#	Inv Date:	Order Writer:
O6873720	11/20/20	BECKY ZENTHOEFER

Terms: NET 10TH PROX

Due: 12/10/20

PO/JOB: LINCOLN CITY

FOB: H. D. FOWLER

Ship Via: WILL CALL

NE 26TH & WEST DEVILS LAKE R

Line	Qty Ship'd	Qty BO'd	UoM	Part # Description	Unit Price	Extended Price	T X
<p>Please note: our Corporate phone number has changed. If you have any questions regarding payables or receivables call Corporate at 425-654-8800.</p>							
1	3	0	EA	12" X 20" RPM 1 PIECE SOLID COVER 20K RATED MARKED "WATER" A6000484T ARMORCAST	69.750	209.25	
2	3	0	EA	12" X 20" X 12" DEEP RPM METER BOX W/ MOUSEHOLES 20K RATED A6000485 ARMORCAST	80.120	240.36	

** Remittance Address **

PO Box 84368, Seattle, WA 98124-5668

EFT Routing: 121000248

EFT Bank No: 418 545 3362

Sub total 449.61

Freight 0.00

Tax 0.00

Grand Total 449.61

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RON CLARK

Packet Pg. 131



Credit Memo

C517230

WIWH
115154

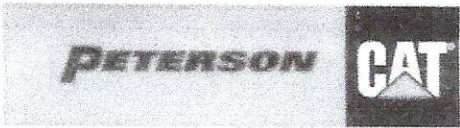
Wilsonville Branch
28800 SW Boberg Rd
Wilsonville, OR 97070
(503) 783-3490 Fax (503) 783-3497

To: KNOTTWORKS CONSTRUCTION INC
PO BOX 197
OTIS OR 97368-0197

Return # RA413641	Credit Date: 12/10/20	Credit Writer: Levi Ralston
----------------------	--------------------------	--------------------------------

PO/JOB:
NE 26TH & WEST DEVILS LAKE RD

Line	Qty	UoM	Part # Description	Unit Price	Credit Price	T X
			COMMENTS: Excess material not needed for job completion. Restock Charge %15			
1	100	FT	1-1/4" DR 11 IPS HDPE PIPE 100' COIL Sales Invoice <I5631654>	0.76	-76.00	
2	1	EA	2" SDR 11 WYE IPS HDPE MOLDED BUTT FUSION Sales Invoice <I5604190>	80.58	-80.58	
3	3	EA	2" SDR 11 TRANSITION FITTING IPS HDPE X MIP 316SS NSF APPROVED Sales Invoice <I5604190>	29.92	-89.76	
4	1	EA	2" X 1-1/4" SDR 11 REDUCING TEE IPS HDPE MOLDED OR FABRICATED BUTT FUSION Sales Invoice <I5609807>	44.02	-44.02	
5	3	EA	JUMBO IRRIGATION BOX BASE ONLY BLACK 20-1/2" X 13-15/16" X 12" HIGHLINE Sales Invoice <I5631654>	39.93	-119.79	
6	3	EA	JUMBO IRRIGATION BOX LID BROWN MARKED "CONTROL VALVE" HIGHLINE Sales Invoice <I5631654>	34.61	-103.83	
				Sub total	-513.98	
				Charges	77.10	
				Freight		
				Tax	-3.70	
				Grand Total	-440.58	



INVOICE L.8.b

For Questions Concerning
This Invoice, Call Credit
Dept. 1-855-204-9817

PETERSON
PO BOX 5258
SAN LEANDRO, CA 94577
www.PetersonHolding.com

TO VIEW AND PAY ONLINE GO TO:	
https://petersoncat.billtrust.com	
ENROLLMENT KEY	ENROLLMENT TOKEN
7324966	HVP QMR WQM

REMIT TO:
PETERSON
PO BOX 101775
PASADENA, CA 91189-1775

SOLD TO

KNOTTWORKS CONSTRUCTION
PO BOX 197
OTIS OR 97368

SHIP TO
3000 NW 26TH ST
LINCOLN CITY, OR
97367

INVOICE NUMBER	INVOICE DATE	CUSTOMER NO.	CUSTOMER ORDER NUMBER	STORE	DIV	SALESMAN	TERMS	PAGE
U6082403	12-11-20	7324966		44	M	566	2	1
WORK ORDER	DOC DATE	PC	LC	MC	SHIP VIA		INV SEQ No.	
U60824	10-05-20			10	INTERNAL TRANSPORT		588456	
MAKE	MODEL	SERIAL NUMBER	EQUIPMENT NUMBER	METER READING		MACH ID NO		
AA	315F	TDY14241		396.8		NM78050		
QUANTITY	ITEM	N/R	DESCRIPTION	UNIT PRICE	EXTENSION			

CUSTOMER CONTACT: NATE								
1.0	EQUIPMENT RENTAL		FROM 12/02/20 THRU 12/03/20					
	ID NO: NM78050	SERIAL NO: 0TDY14241						1438.00
	EXCAVATOR 314/315F - 315F STL							
		PIN: *CAT0315FCTDY14241*						
	HRS OUT: 274.2	CURRENT SMU: 396.8	Total: 122.6					
1.0	EQUIPMENT RENTAL		FROM 12/02/20 THRU 12/03/20					
	ID NO: NM84882	SERIAL NO: 0PSE09235						
	EXC 311/312/313F/314/315F BUCKET 24" - 3/4	24"						
1.0	EQUIPMENT RENTAL		FROM 12/02/20 THRU 12/03/20					
	ID NO: NM86441	SERIAL NO: 0PSE09475						
	EXC 311/312/313F/314/315F BUCKET 66" - 314	66"						
	INSPECTION REPORT AVAILABLE UPON REQUEST							
1.0	OR HER TAX 2%							28.76
1.0	ENVIRON FEES							14.38
35.1	DIESEL FUEL CHRGR							280.80
3.5	DEF FUEL CHARGE							28.00
1.0	PICKUP CHARGE							375.00
1.0	EQUIPMENT PROTECTION FEE							201.32

When operated in California, any off-road diesel vehicle may be subject to the California Air Resources Board In-Use Off-road Vehicle Regulation. It therefore could be subject to retrofit or accelerated turnover requirements to reduce emissions or air pollutants. For more information, please visit the California Air Resources Board website at <http://www.arb.ca.gov/msprog/ordiesel/ordiesel.htm>.

PAY THIS AMOUNT	2366.26
AMOUNT CREDITED	

Peterson retains a security interest in the equipment described above until all sums due or to become due from customer, whether evidenced by note, book account, judgment or otherwise, has been paid in full. All bills for complete units of equipment as above are due and payable immediately on delivery of equipment.

INCLUDE INVOICE NUMBER ON REMITTANCE

TERMS ARE CASH UNLESS CREDIT IS APPROVED. With CREDIT APPROVAL, payment is due thirty (30) days after the invoice date. A finance charge of 1.5% per month (18% per year) will be assessed on all charges remaining unpaid on the closing date of the month following the invoice date. Peterson has the right to collect and Customer will also pay any collection fees, court costs, reasonable attorneys' fees and other fees, costs and charges incurred by Peterson in collecting payment of the charges and any other amounts for which Customer is or will become liable hereunder.

All disputes and matters whatsoever arising under, in connection with or incident to this invoice will be litigated, if at all, in and before a court located in the State of Oregon, U.S.A. to the exclusion of the courts in any other state or country. Acceptance by Customer of the parts, service or equipment listed above is and will be deemed to be Customer's agreement to be bound by the terms contained herein.

Customer Original Invoice

Packet Pg. 135



TRENCH SAFETY
BRANCH B12
9050 NE HALSEY ST
PORTLAND OR 97220
503-255-3449

RENTAL RETURN INVOICE

L.8.b



188465815-001

Job Site

KNOTTWORKS OFFICE
4060 NW US 101
x:X@X
LINCOLN CITY OR 97367
Office: 541-992-4405 Cell: 541-921-2283

Customer # : 1375415
Invoice Date : 11/25/20
Rental Out : 11/24/20 12:00 PM
Rental In : 11/25/20 12:00 PM
UR Job Loc : 4060 NW US 101, LINC
UR Job # : 16
Customer Job ID: ~~300~~
P.O. # : 26TH STREET
Ordered By : RON CLARK
Reserved By : JONATHAN CARTER
Salesperson : SPENCER SMITH

9.1.3736 1 MB 0.436 38556S21.p01 211779 1-1 0



KNOTTWORKS CONSTRUCTION INC
PO BOX 197
KNOTT INC DBA
OTIS OR 97368-0197

Invoice Amount: \$293.76

Terms: Due Upon Receipt
Payment options: Contact our credit office 212-333-6600 Ext. 84877
REMIT TO: UNITED RENTALS (NORTH AMERICA),INC.
FILE 51122
LOS ANGELES CA 90074-1122

RENTAL ITEMS:

Qty	Equipment	Description	Minimum	Day	Week	4 Week	Amount
1	10772946	GAS DETECTOR 4 GAS Make: MSA Model: ALTAIR 4XR Serial: 00020444	90.00	90.00	289.00	670.00	90.00
1	10691090	TRIPOD RESCUE PACKAGE Make: MSA Model: TRIPOD 50 FT Serial: 170703127	99.00	99.00	418.00	1077.00	99.00
1	10726663	BLOWER AXIAL 8" ELECTRIC Make: ALLEGRO Model: 9533-25 Serial: 33-26794	99.00	99.00	424.00	538.00	99.00

SALES/MISCELLANEOUS ITEMS:

Qty	Item	Price	Unit of Measure	Extended Amt.
1	OR HEAVY EQUIP. RENTAL TAX	[DRSUROR/MCI]	EACH	5.76
Rental Subtotal:				288.00
Sales/Misc Subtotal:				5.76
Agreement Subtotal:				293.76
Total:				293.76

COMMENTS/NOTES:

CONTACT: RON CLARK
CELL#: 503-260-8813

ARE YOU OR YOUR EMPLOYEES IN NEED OF OPERATOR CERTIFICATION TRAINING?
CONTACT UNITED ACADEMY TODAY 844-222-2345 OR WWW.UNITEDACADEMY.UR.COM
TRAINING IS NOT AVAILABLE ON CERTAIN EQUIPMENT IN CANADA.

NOTICE: This invoice is subject to the terms and conditions of the Rental and Service Agreement, which are available at <https://www.unitedrentals.com/legal/rental-service-terms-US> and which are incorporated herein by reference. A COPY OF THE RENTAL AND SERVICE AGREEMENT TERMS ARE AVAILABLE IN PAPER FORM UPON REQUEST.

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BRANCH 269
3735 WEST 11TH AVE
EUGENE OR 97402
541-465-1235

4 WEEK BILLING INVOICE

L.8.b



187691866-001

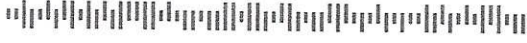
Job?

Job Site

KNOTTWORKS OFFICE
4060 NW US 101
x:X@X
LINCOLN CITY OR 97367
Office: 541-992-4405 Cell: 541-921-2283

Customer # : 1375415
Invoice Date : 11/17/20
Date Out : 11/02/20 11:48 AM
Billed Through : 11/30/20 00:00
UR Job Loc : 4060 NW US 101, LINC
UR Job # : 16
Customer Job ID:
P.O. # :
Ordered By : RON CLARK
Reserved By : ERRON DOVER
Salesperson : HOUSE ACCOUNT

9.1.3806 1 MB 0.436 36164S21.p01 183785 1-1 0



KNOTTWORKS CONSTRUCTION INC
PO BOX 197
KNOTT INC DBA
OTIS OR 97368-0197

3000 26th

Invoice Amount: \$771.68

Terms: Due Upon Receipt
Payment options: Contact our credit office 212-333-6600 Ext. 84877
REMIT TO: UNITED RENTALS (NORTH AMERICA), INC.
FILE 51122
LOS ANGELES CA 90074-1122

RENTAL ITEMS:

Qty	Equipment	Description	Minimum	Day	Week	4 Week	Amount
1	10763652	PUMP HYDROSTATIC TEST 550 PSI GAS Make: RICE-HYDRO Model: DPH-3B-KIT-UR Serial: 49511	132.00	132.00	351.00	742.00	742.00

SALES/MISCELLANEOUS ITEMS:

Qty	Item	Price	Unit of Measure	Extended Amt.
1	OR HEAVY EQUIP. RENTAL TAX	[DRSUROR/MCI] 14.840	EACH	14.84
1	ENVIRONMENTAL SERVICE CHARGE	[ENV/MCI] 14.840	EACH	14.84
Sales/Misc Subtotal:				29.68
Agreement Subtotal:				771.68
Total:				771.68

COMMENTS/NOTES:

CONTACT: RON CLARK
CELL#: 503-260-8813

Billing period: 28 Days From 11/02/20 11:48 AM Thru 11/30/20 11:48 AM

Remit To:

Power Rents, LLC
 P.O.Box 87908
 Vancouver, WA 98687
 PowerRents.com



Paid in Full

Completed	Invoice#
Fri 11/13/2020	70766-3

Customer #: 10962

Knottworks Construction Inc
 4060 NW U.S 101,
 LINCOLN CITY, OR 97367

Date Out Tue 11/ 3/2020

Terms	Aging Date
Due upon receipt	Fri 11/13/2020

Fold Here

Fold Here

Picked up by: Clark, Ronald James

Used at Address

Ron Clark 503-260-8813
 residence
 26th st
 lincoln City

Qty	Key	Items	Disc%	Status	Returned Date	Price
1	341x01#03D H	Vacuum Trailer 1025 CFM 500 Gal		Returned	Fri 11/13/2020 8:50AM	\$2,040.00
		Meter Out: 292.0 Meter In: 301.0 Total hours on meter: 9.0				
		1day \$435.00 1week \$1,275.00 4weeks \$3,575.00				
		Called Off #43886 on 11/13/2020 for 11/13/2020				
		ABSOLUTELY NO DRY VACUUMING!!! WILL CAUSE DAMAGE TO UNIT .WET VACUUMING ONLY!!!!				
		NOT FOR PUMPING SEPTIC!!!				
		\$1,200.00 Charge If Returned with Debris				

Payments made on this contract:

Rental/Sale Paid	\$887.40	Tue 11/ 3/2020 3:40PM Credit Card Visa 4*****4804 Auth:02593D
Deposit Paid	\$180.00	Tue 11/ 3/2020 3:40PM Credit Card Visa 4*****4804 Auth:02593D
Subtotal	\$1,067.40	Tue 11/ 3/2020 3:40PM
Rental/Sale Paid	\$413.10	Fri 11/ 6/2020 8:32AM Credit Card Visa 4*****4804 Auth:05487D
Rental/Sale Paid	\$780.30	Fri 11/13/2020 11:38AM Credit Card Visa 4*****4804 Auth:06783D
Deposit Refund	(\$180.00)	Fri 11/13/2020 11:38AM Credit Card Visa 4*****4804 Auth:06783D
Subtotal	\$600.30	Fri 11/13/2020 11:38AM
Total	\$2,080.80	

Payment Due upon receipt

Please pay from this invoice.

Rental and Sales:				egon (HERT) rental tax:
\$2,040.00				\$40.80
Total Amount:	\$2,080.80	Total Paid	\$2,080.80	Total Due
				\$0.00

360-256-9432 Phone

PowerRents.com

360-256-0004 Fax

Council Communication

Set September 27, 2021 Public Hearing for proposed use of Alternative Contracting Method - CC roof

Meeting Date: September 13, 2021 Primary Staff Contact: Stephanie Reid
 Department: Public Works E-Mail: SReid@lincolncity.org
 Secondary Dept: Parks and Recreation Secondary Contacts:
 Approval: Lila Bradley Estimated Time: 5 min

Question:

Should the City Council set a September 27, 2021 Public Hearing to consider an exemption from the competitive bidding process for the construction of the Community Center Roof Replacement Project?

Staff Recommendation:

Staff recommends the Council set a September 27, 2021 Public Hearing to consider an exemption from the competitive bidding process for the construction of the Community Center Roof Replacement Project.

Authority:

Exemption are allowed under ORS 279.335 (2) providing the agency seeking an exemption follow the required procedures including preparing findings for the exemption.

279C.335 Competitive bidding; exceptions; exemptions. (1) All public improvement contracts shall be based upon competitive bids except:

(a) A public improvement contract with a qualified nonprofit agency that provides employment opportunities for individuals with disabilities under ORS 279.835 to 279.855.

(b) A public improvement contract that is exempt under subsection (2) of this section.

(c) A public improvement contract with a value of less than \$5,000.

(d) A public improvement contract with a contract price that does not exceed \$100,000 made under procedures for competitive quotes in ORS 279C.412 and 279C.414.

(e) A contract to repair, maintain, improve or protect property the Department of Veterans' Affairs obtains under ORS 407.135 and 407.145 (1).

(f) An energy savings performance contract that a contracting agency enters into in accordance with rules of procedure adopted under ORS 279A.065.

(2) Subject to subsection (4)(b) and (c) of this section, the Director of the Oregon Department of Administrative Services, a local contract review board or, for contracts described in ORS 279A.050 (3)(b), the Director of Transportation may exempt a public improvement contract or a class of public improvement contracts from the competitive bidding requirement of subsection (1) of this section after the Director of the Oregon Department of Administrative Services, the Director of Transportation or the local contract review board approves the following findings that the contracting agency submits or, if a state agency is not the contracting agency, that the state agency that is seeking the exemption submits:

(a) The exemption is unlikely to encourage favoritism in awarding public improvement contracts or substantially diminish competition for public improvement contracts.

(b) Awarding a public improvement contract under the exemption will likely result in substantial cost savings and other

substantial benefits to the contracting agency or the state agency that seeks the exemption or, if the contract is for a public improvement described in ORS 279A.050 (3)(b), to the contracting agency or the public. In approving a finding under this paragraph, the Director of the Oregon Department of Administrative Services, the Director of Transportation or the local contract review board shall consider the type, cost and amount of the contract and, to the extent applicable to the particular public improvement contract or class of public improvement contracts, the following:

- (A) How many persons are available to bid;
- (B) The construction budget and the projected operating costs for the completed public improvement;
- (C) Public benefits that may result from granting the exemption;
- (D) Whether value engineering techniques may decrease the cost of the public improvement;
- (E) The cost and availability of specialized expertise that is necessary for the public improvement;
- (F) Any likely increases in public safety;
- (G) Whether granting the exemption may reduce risks to the contracting agency, the state agency or the public that are related to the public improvement;
- (H) Whether granting the exemption will affect the sources of funding for the public improvement;
- (I) Whether granting the exemption will better enable the contracting agency to control the impact that market conditions may have on the cost of and time necessary to complete the public improvement;
- (J) Whether granting the exemption will better enable the contracting agency to address the size and technical complexity of the public improvement;
- (K) Whether the public improvement involves new construction or renovates or remodels an existing structure;
- (L) Whether the public improvement will be occupied or unoccupied during construction;
- (M) Whether the public improvement will require a single phase of construction work or multiple phases of construction work to address specific project conditions; and
- (N) Whether the contracting agency or state agency has, or has retained under contract, and will use contracting agency or state agency personnel, consultants and legal counsel that have necessary expertise and substantial experience in alternative contracting methods to assist in developing the alternative contracting method that the contracting agency or state agency will use to award the public improvement contract and to help negotiate, administer and enforce the terms of the public improvement contract.

(c) As an alternative to the finding described in paragraph (b) of this subsection, if a contracting agency or state agency seeks an exemption that would allow the contracting agency or state agency to use an alternative contracting method that the contracting agency or state agency has not previously used, the contracting agency or state agency may make a finding that identifies the project as a pilot project for which the contracting agency or state agency intends to determine whether using the alternative contracting method actually results in substantial cost savings to the contracting agency, to the state agency or, if the contract is for a public improvement described in ORS 279A.050 (3)(b), to the contracting agency or the public. The contracting agency or state agency shall include an analysis and conclusion regarding actual cost savings, if any, in the evaluation required under ORS 279C.355.

(3) In making findings to support an exemption for a class of public improvement contracts, the contracting agency or state agency shall clearly identify the class using the class's defining characteristics. The characteristics must include a combination of project descriptions or locations, time periods, contract values, methods of procurement or other factors that distinguish the limited and related class of public improvement contracts from the agency's overall construction program. The agency may not identify a class solely by funding source, such as a particular bond fund, or by the method of procurement, but shall identify the class using characteristics that reasonably relate to the exemption criteria set forth in subsection (2) of this section.

(4) In granting exemptions under subsection (2) of this section, the Director of the Oregon Department of Administrative Services, the Director of Transportation or the local contract review board shall:

- (a) If appropriate, direct the use of alternative contracting methods that take account of market realities and modern practices and are consistent with the public policy of encouraging competition.
- (b) Require and approve or disapprove written findings by the contracting agency or state agency that support awarding a particular public improvement contract or a class of public improvement contracts, without the competitive bidding requirement of subsection (1) of this section. The findings must show that the exemption of a contract or class of contracts complies with the requirements of subsection (2) of this section.
- (c) Require a contracting agency or state agency that procures construction manager/general contractor services to conduct the procurement in accordance with model rules the Attorney General adopts under ORS 279A.065 (3).

(5)(a) A contracting agency or state agency shall hold a public hearing before approving the findings required by subsection (2) of this section and before the Director of the Oregon Department of Administrative Services, the Director of Transportation or the local contract review board grants an exemption from the competitive bidding requirement for a public improvement contract or a class of public improvement contracts.

(b) Notification of the public hearing must be published in at least one trade newspaper of general statewide circulation a minimum of 14 days before the hearing.

(c) The notice must state that the public hearing is for the purpose of taking comments on the draft findings for an exemption from the competitive bidding requirement. At the time of the notice, copies of the draft findings must be made available to the public. At the option of the contracting agency or state agency, the notice may describe the process by which the findings are finally adopted and may indicate the opportunity for further public comment.

(d) At the public hearing, the contracting agency or state agency shall offer an opportunity for any interested party to appear

and comment.

(e) If a contracting agency or state agency must act promptly because of circumstances beyond the agency's control that do not constitute an emergency, notification of the public hearing may be published simultaneously with the agency's solicitation of contractors for the alternative public contracting method, as long as responses to the solicitation are due at least five days after the hearing and approval of the findings.

(6) The purpose of an exemption is to exempt one or more public improvement contracts from competitive bidding requirements. The representations in and the accuracy of the findings, including any general description of the resulting public improvement contract, are the bases for approving the findings and granting the exemption. The findings may describe anticipated features of the resulting public improvement contract, but the final parameters of the contract are those characteristics or specifics announced in the solicitation document.

(7) A public improvement contract awarded under the competitive bidding requirement of subsection (1) of this section may be amended only in accordance with rules adopted under ORS 279A.065.

(8) A public improvement contract that is excepted from the competitive bidding requirement under subsection (1)(a), (c), (d), (e) or (f) of this section is not subject to the exemption requirements of subsection (2) of this section. [2003 c.794 §103; 2003 c.794 §§104,105a; 2005 c.103 §§12,13,14; 2005 c.625 §§58,59,60; 2007 c.70 §§69,70,71; 2007 c.764 §§14,15,17; 2013 c.522 §8]

Background:

Contract Exemption: Staff will notice a public hearing to consider the alternative contracting method for the September 27, 2021 Council meeting per the above public contracting requirements (see attached ad). The draft findings (attached) will be considered at that hearing. If Council concurs, Council can approve a Resolution granting the exemption.

Project: This project will replace the existing roof and gutters on the Community Center Building over the gym. The existing roof is over 16 years old and at the end of its useful life. The gutters are completely corroded and not functioning.

Council Options:

Set the public hearing.

Do not set the public hearing.

On September 27, 2021, after the public hearing Council can approve or not approve the proposed Resolution, authorizing the exemption to the competitive bidding process for the Community Center Roof Replacement Project based on the draft findings.

Financial Impact

The project is funded through the Parks and Recreation Facilities Capital Fund.

Potential Motions:

Move to set the public hearing on the proposed contract exemption for September 27, 2021.

Attachments:

Findings in Support of Alternative Contracting Method CM (002)1 (DOCX)
Exemption - Public Notice (PDF)

Findings in Support of Alternative Contracting Method

FOR THE REPLACEMENT OF THE ROOF AT THE COMMUNITY CENTER

Introduction

Use of Alternative Contracting methods, such as Design-Build is made possible under ORS Chapter 279C, which permits certain contracts or classes of contracts to be exempt from competitive public bidding under strict procedural safeguards.

Pursuant to ORS 279C.335, a local contract review board may exempt specific contracts from traditional, competitive bidding by showing that an alternative contracting process is unlikely to encourage favoritism or diminish competition and will result in cost savings to the public agency. The Oregon Attorney General's Model Public Contract Rules provide for public notice and opportunity for the public to comment on draft findings in favor of an exemption before their final adoption.

ORS 279C.330 provides that: "findings" means the justification for a contradicting agency conclusion that includes, but is not limited to, information regarding:

- Operational, budget and financial data;
- Public benefits;
- Value engineering;
- Specialized expertise required;
- Public safety;
- Market conditions;
- Technical complexity
- Funding sources
- Findings

Background

This project will replace the existing roof at the Community Center. The improvements will consist of removing the existing metal roof, repair any damage, install a new metal roof and gutters.

Operational, Budget, and Financial Data

The amount budgeted for the project was \$400,000.00.

Public Benefit

Best Value Contracting Method provides opportunities for cost savings by

Allowing the contractor to make changes to meet the project budget.

A Best-Value proposal will additionally benefit the public by allowing the city to take contractor's proposed materials and method of installation into consideration when awarding the bid.

Value Engineering

The Best Value Contracting Method is essentially value engineering. The plans are complete, but this process allows cost saving design changes or substitutions to be identified through constructability reviews. This allow the contractor, at the city's discretion, to implement real-time cost saving strategies up to the construction phase of the project. These beneficial actions by the team will improve design, expedite construction and eliminate the potential for costly change orders.

Specialized Expertise Required

The City wants to review the contractor's experience in installing commercial metal roofs and review past projects that they have completed to assure the City is hiring the best qualified contractor with the lowest price. The City has in the past issues with roof contractors hired through the low bid process.

Market Conditions

The Best-value contracting process is a modern construction delivery method used by both public and private organizations. The team is tasked with knowing the latest construction techniques and products. The chose contractor is given the opportunity to incorporate their knowledge of current market conditions, labor and materials availability, and construction methodologies and reduce construction time and costs. The process also allows the construction timing and sequence to be considered.

Technical Complexity

The Project has technical complexities in the project conditions; the work consists of infrastructure construction on a high volume street, in close proximity to existing homes, businesses, and through-traffic.

Competition and Cost Savings

The Best Value method of contracting provides the greatest cost controls for limited budgets and therefore benefits the City. The approach requires the contractor to compete with other proposals and present the most affordable & efficient method of project implementation.

Unlikely to Encourage Favoritism or Diminish Competition

It is unlikely that the process of selecting a contractor through the Best-value method will encourage favoritism in the awarding of the public contract or substantially diminish competition for the public contract. Competition will not diminish because the contract will be awarded based on a competitive process, with clearly identified criteria.

Cost Savings

The low-bid process offers a level of certainty to the owner that the initial bid price of the project is the lowest cost; however, if changed conditions are encountered during construction, resulting change orders can have significant cost impacts.

With the Best-Value method, the contractor is required to submit their mark-up percent. The percent mark-up includes the contractor's profit. This allows the contractor a level of certainty and eliminates the motivation for finding ways to increase his profit during construction.

With the Best-Value method, the contractor will be asked to review the plans for constructability & propose improvements where feasible. This allows the contractor a level of control over implementation of the project schedule, reduces change orders, and results in a more accurate project bid.

During proposal submittal, the contractors will provide a traffic control plan, project schedule, and any construction improvements according to the contract documents. This will allow the City to make decisions in the selection process, negotiate on project implementation, and assure that the costs fall within budget.

Additionally, the use of value engineering through cooperation among the contractor and City is essential to the Project delivery. Value engineering will help eliminate change orders and progress delays – benefitting both the city budget and residents affected by the construction. Cost savings will result from consideration of construction timing and sequence, public impact, and constructability are not realized under a low bid process.

Summary

Substantial cost savings and minimizing the are anticipated from the Best-Value approach because decision-making is based on cost effective and informed solutions proposed by contractors with proven project expertise.

**NOTICE OF PUBLIC HEARING
CITY OF LINCOLN CITY BEST VALUE CONTRACTING
COMPETITIVE BIDDING EXEMPTION FOR THE COMMUNITY CENTER RE-ROOF PROJECT**

Notice is hereby given that the City Council of Lincoln City will hold a public hearing to take oral and written comments on the City’s draft findings in support of an exemption from competitive bidding under ORS 279C.335 for the construction of the Community Center Re-roof Project.

The City is requesting the exemption from competitive bidding to allow the use of an alternative procurement method that presents an alternative to the traditional low-bid method of contracting. The method known as Best Value or Source Selection awards projects to the contractor offering the best combination of price, technical qualifications, technical approach. The City’s evaluation and scoring of competing contractor’s technical qualifications and technical approach components, combined with comparison of the contractor’s price component will be the basis of award.

The project is located at 2150 NE Oar Place. The proposed work will remove the existing metal roof, make any repairs needed, install new metal roof and gutters.

The draft findings may also be viewed on Lincoln City’s website at www.lincolncity.org or by contacting Lincoln City Public works at 541-996-2154

Public Hearing Information

Date: September 27, 2021

Time: City Council Meeting, 6:00 PM*

Place: City Council Chambers, 801 SW Highway 101, 3rd Floor
Lincoln City, Oregon

**(This is a regularly scheduled City Council meeting, and the public hearing will not be the first item on the agenda.)* Comments must be submitted in writing by noon on September 22, 2021 to be included in the City Council packet. Written comments received after noon on September 22, 2021 will be provided to City Council at the hearing. Any person may provide oral or written comments to the City Council at the September 27, 2021 hearing by attending the City Council Meeting.

Public comments can be submitted to publiccomment@lincolncity.org.

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City of Lincoln City | 801 SW Highway 101 | PO Box 50 | Lincoln City, OR 97367 | 541.996.2154
Public Works Department | lincolncity.org

To ensure equal access to City services, Lincoln City will reasonably modify procedures for person with disabilities. Call 541-996-1221, Oregon Relay 7-1-1, or visit the website with request.