

CITY OF NEWBERG
CITY COUNCIL MEETING
AUGUST 21, 1990
7:30 P.M.
NEWBERG PUBLIC LIBRARY

I. CALL MEETING TO ORDER

II. ROLL CALL

III. CONSENT CALENDAR:

1. Approve minutes from May 7, 1990 regular City Council Meeting.
2. Approve appointment by Mayor of Richard McCabe to the Traffic Safety Committee.
3. Resolution No. 90-1571 approving the City Engineer's report for the formation of an LID for the Newall Addition Water System and setting a public hearing for September 18, 1990.
4. Resolution No. 90-1572 authorizing the City Manager to sign the CCRLS Intergovernmental Agreement Contract amendment to original Contract No. 83-33-031.
5. Resolution No. 90-1573 honoring, thanking and expressing appreciation for the numerous donated hours by volunteers for the City of Newberg at the Old Fashioned Festival.
6. Resolution No. 90-1574 authorizing the purchase of the house located at 615 N. College Street for use as a Homeless Shelter.

IV. REQUESTS AND COMMUNICATIONS FROM FLOOR: (Limit 5 minutes)

VI. PUBLIC HEARING:

VII. REPORT FROM CITY MANAGER

VIII. NEW BUSINESS:

1. Report on City property located at Springbrook Street and Springbrook Way

PAGE 2

CITY COUNCIL AGENDA
AUGUST 21, 1990

IX. OLD BUSINESS:

1. Report on bids received for Newberg Water Systems Improvement for Parkway Subdivision LID.
2. Report on Airport Site Selection Study.

X. EXECUTIVE SESSION:

1. Pursuant to ORS 192.660(1)(i) for review of the City Attorney.

XI. ADJOURN.

INDEX OF RESOLUTIONS AND ORDINANCES ON THIS AGENDA FOR ACTION:

RESOLUTIONS:

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\agenda

CITY OF NEWBERG
CITY COUNCIL WORK SESSION
AND EXECUTIVE SESSION
192.660(1)(i) (REVIEW OF CITY ATTORNEY)
TUESDAY, AUGUST 21, 1990
6:00 P.M.
NEWBERG COMMUNITY HOSPITAL

THE CITY COUNCIL OF THE CITY OF NEWBERG WILL HOLD A WORK SESSION TO REVIEW THE AUGUST 21, 1990, COUNCIL AGENDA ITEMS AND HOLD AN EXECUTIVE SESSION PURSUANT TO 192.660(1)(i) TO REVIEW THE CITY ATTORNEY. THE COUNCIL WILL NOT MAKE ANY DECISIONS ON THE AGENDA ITEMS AT THE WORK SESSION. THE WORK SESSION WILL BE HELD IN CONFERENCE ROOM "C" AT THE NEWBERG COMMUNITY HOSPITAL.

THE WORK SESSION WILL BE FOLLOWED BY THE CITY COUNCIL MEETING WHICH WILL BE HELD AT NEWBERG PUBLIC LIBRARY BEGINNING AT 7:30 P.M.

DATED THIS 14TH DAY OF AUGUST, 1990.

DUANE R. COLE,
CITY RECORDER

\wsnote

Monday, 7:30 p.m.

May 7, 1990

MINUTES OF A REGULAR MEETING
OF THE NEWBERG CITY COUNCIL

Newberg Public Library

Newberg, Oregon

The meeting was called to order by Mayor Elvern Hall.

ROLL CALL:

PRESENT: Roger Gano Jack Nulsen, Jr.
Alan Halstead Donna Proctor
Donna McCain Joe Young
C. Eldon McIntosh

STAFF PRESENT: Duane R. Cole, City Manager
Terry Mahr, City Attorney
Dave Bishop, Chief of Police
Dennis Egner, Planning Director
Bert Teitzel, Director of Public Works
Katherine Tri, Finance Director

OTHERS PRESENT: Mary Newell, Asst. City Recorder
Keith Fredrickson, Graphic
John Winos, Graphic
Mark McDevitt, TCI Cablevision

APPOINTMENT TO FILL VACANCY ON CITY COUNCIL:

Mayor Hall requested all candidates for the Council position to state their qualifications and indicate how and why they can serve the City. Candidates were called in alphabetical order.

Frank Loitz: 20-year resident of the area, 2-year resident in the City. Served a four-year term on the school board, where he sat on several committees, i.e. budget, personnel, insurance, physical plant, and maintenance. Would like an active role in guiding and shaping the City's future. Experienced and knows the importance of leadership, building consensus, and participation in the decision making process.

John Lyda: 30+ year resident of Newberg. Served on the Planning Commission for five years. Feels he can best serve the community as a member of the City Council.

Bert Pennock: 10-year resident of the City. Served on the TCI

Cable Commission and is an active member of the Budget Committee. Feels that his experience would be beneficial to the City and that he has the time necessary to apply to the job.

Martin McIntosh: Newberg is his home. Wants to take part in Newberg's development and the changes he foresees for the future. Served on the Safety Commission and is currently an active member on both the Budget Committee and Planning Commission.

Ed Savage: Read a prepared statement of qualifications which was made part of the permanent record.

Rick Rementeria: No comments. Candidate was absent from the Council meeting. Mayor Hall reminded Council that Mr. Rementeria was a past member of the Council and currently sits on the Budget Committee.

After candidates had voiced their qualifications for the Council position, they entertained questions from the Council.

Councilor Gano: What is your position on the tax base that the City has on the ballot the following week?

Loitz:	Support
Lyda:	Opposed
McIntosh:	Support
Pennock:	Support
Savage:	Opposed

Councilor McCain: Are you willing to run for reelection when this term expires?

Loitz:	Yes
Lyda:	Will try it out first
McIntosh:	Yes
Pennock:	Yes
Savage:	Maybe

Councilor Proctor questioned Marty McIntosh on how would he deal with the public's perception of the father/son sitting on the Council and whether the fact that his father was a member of the Council would conflict or interfere with his duties on the Council. Mr. McIntosh answered that he had given this situation serious consideration and did not feel that their father/son relationship would conflict or in any way sway his own decisions on issues. Regarding the perception of the citizens to the father/son relationship, he could not address that issue.

Councilman McIntosh, indicating that he would like to see his son fill the vacant Council seat, said he would abstain from voting in the event his son was nominated.

Nomination: Young nominated John Lyda.
Nomination: Gano nominated Rick Rementeria.
Nomination: Proctor nominated Frank Loitz.
Nomination: McCain nominated Marty McIntosh.
Nomination: Nulsen nominated Bert Pennock.
Nomination: Halstead nominated Ed Savage.

Mayor Hall called for a vote on the nominations by a show of hands.

VOTE: Lyda - 0
Rementeria - 3, Gano/Halstead/McIntosh
Loitz - 0
McIntosh - 1, McCain
Pennock - 3, Nulsen/Young/Proctor
Savage - 0

The City Attorney advised the Mayor that he could call for a vote between the two candidates with the tie vote. He noted that the Council could question the ruling on this matter; however, he did not feel there was another way to determine the outcome.

Mayor Hall called for a run-off vote between Pennock and Rementeria

VOTE: Pennock - 3, Nulsen/Young/Proctor
Rementeria - 4, Gano/Halstead/McIntosh/McCain

By a vote of 4-3, Rick Rementeria was voted in as the person to complete the term of Tommy Tucker due to expire 12/31/90.

CONSENT CALENDAR:

Councilman Gano noted a correction to the minutes on Page 12: "the" to "he."

Motion: Gano/Halstead to adopt the Consent Calendar with correction to minutes. (Unanimous)

1. Approve minutes from adjourned Council meeting on April 17, 1990. (Disposition: Adopted with correction)
2. Proclamation declaring the week of May 13-19, 1990, as National Nursing Home Week. (Disposition: Placed on File)
3. Proclamation declaring the week of May 14-20, 1990, as Safe Kids Week. (Disposition: Placed on File)
4. Resolution authorizing the City to transfer and reappropriate funds within the General Fund and CIP-CCRLS

Fund. (Disposition: Resolution No. 90-1550 adopted)

REQUESTS AND COMMUNICATIONS FROM FLOOR:

1. Letter from Attila Toth regarding Sister City relationship with Newberg and Salgotargan, Hungary.

Mayor Hall said that a successful Sister City program involves not only the Council, but also needs the involvement of the community -the Chamber of Commerce, businesses, and citizens.

It was noted that a sister city relationship had been discussed in the past, but the city of Newberg does not at present have a sister city.

Councilor Gano suggested that the City Manager, as a member of the Chamber Board, should take this request to the Chamber to ask for input and pursue the community interest for a sister city and report back to Council. Mr. Cole indicated that he would present the matter before the Chamber Board.

PUBLIC HEARINGS:

1. APPELLANT: Kenneth E. Lite, Jr.
300 Mountainview Ct.
REQUEST: Appeal of a preliminary plat approval to subdivide a 5.8-acre parcel into 25 single-family lots.
LOCATION: East of an extension of North Main and west of Melody Lane
TAX LOT: 3218-AB-100, in Zone R1, Low-density Residential
COMP PLAN: LDR, Low-density Residential; OS, open space
FILE NO: S-1-90
CRITERIA: Subdivision Ordinance No. 1950, Section 24

There were no abstentions or objections to the Council's review of this matter.

Mr. Mahr, City Attorney, advised Council that a question had been raised regarding whether the hearing would be on the record or oral testimony taken. He said that this type of appeal is not specifically addressed in the ordinance. He noted that the Planning Department had told the appellant that he could testify at the hearing and suggested he would be in favor of both the appellant and the applicant being allowed to address the Council.

Mr. Egner, City Planner, delivered the Staff report as contained in the Council packet. He presented a video to acquaint Council with the site and surrounding area which is the subject of the appeal. He noted that the appellant did not appeal this issue a

III - 1

(4)

year ago because Mr. Lite was not a resident of the area at that time. He summarized the the nature of the appeal, noting that the appellant was concerned about how the drainageway is being treated and how the City's Comprehensive Plan policies are being interpreted.

Mr. Egner noted that when the Comprehensive Plan implementing ordinances were originally adopted, the open space designation was somewhat controversial and there had been some discussion back and forth between DLCD and the City. Mr. Egner stated that the open space section was primarily implemented through the General Hazard Overlay Zone, and that this is one of the few areas in the City where the open space plan designation exists without the general Hazard Overlay Zone. He said that in looking back over the acknowledging materials from DLCD regarding the Comprehensive Plan, DLCD acknowledged Newberg's Comprehensive Plan and implementing ordinances with the General Hazard designation as the primary means of implementing its open space policies. That implies that you shouldn't apply as much weight to open space policies in other areas not having the General Hazard overlay.

Mr. Ken Lite, appellant and hydrogeologist, corrected Staff on two points: (1) he is not new to the area, just to Mountainview Court; and (2) there is an implementation ordinance dealing with flood hazards, mainly geologic hazards, which also implements the open space ordinance. He pointed out a couple additional inaccuracies that was in the Staff Report:

(1) Mr. Lite did meet with the developer and engineer on the site, and it was not his solution to move N. Main Street leading to the conclusion that the developer would have to buy more property. Mr. Lite stated that his solution was to move the road to the east and allow the drainageway to continue along the back yards.

(2) Mr. Lite does not believe the Planning Commission's decision did much to balance the conflicting policies of the Comprehensive Plan to make more houses available and still preserve the natural drainageways.

Mr. Lite stated that the main issue of his concern is that the proposed plan calls for the destruction of the east fork of the Chahalem Creek, a natural drainageway that is currently identified as Open Space in the Newberg Comprehensive Plan. He said that the destruction of that stretch of the creek violates several open space policies in general and open space policy No. 5 specifically. Mr. Lite suggested that the area could be developed to 19 lots, while still maintaining the natural drainageway and some of the associated natural habitat. He elaborated on two points:

III

(5)

1. That property with a 55% open space designation would not be a first choice for development with so much other buildable space available within the Urban Growth Boundary.
2. Although the developer has a plan to deal with the surface water on the site, Mr. Lite does not believe the developer has considered the reason the site is wet and swampy. Mr. Lite feels that the swampy site is a natural discharge point for groundwater, a natural wetland.

He said he believes the developer misrepresented the plan to the Planning Commission. Mr. Lite stated that throughout the staff report the drainage course was referred to as a drainage ditch and not as the natural drainageway that it is. Further, he stated, there was no evidence offered to support that the fact that the drainage course was a ditch and not a natural drainageway.

Mr. Lite passed around photographs depicting the site, water fowl, and habitat of the area. Using a geographical map, he pointed out for Council the difference between a drainageway and a drainage ditch.

Mr. Lite voiced disagreement with a conclusion in the Staff report which concluded that the open space designation referred exclusively to the trees on the site. He stated that the aerial extent of the open space designation throughout Newberg is coincident with the drainageways of Chahalem and Hess Creeks. He said the open space policies and the Comprehensive Plan speak specifically to natural drainageways and their associated habitat, not merely the trees. He indicated that the Planning Commission was misled when they thought they had adequately addressed the open space policy as staff had erroneously represented it to them.

In summary, Mr. Lite suggested a compromise, i.e. refer the item back to the Planning Commission to seek a balance between the policy for increased housing and the policy to preserve the natural drainageways that have been previously identified in the Comprehensive Plan.

Councilor Gano asked how Mr. Lite determined that Chahalem Creek is a drainageway and not a drainage ditch? Mr. Lite indicated that he had observed it on one of the many maps located in his office.

There being no one else wishing to speak in favor of the appeal, Mayor Hall called the opponents forward.

Mark Greenfield, 2000 One Main Place, 101 SW Main Street, Portland, representing the Applicant. Mr. Greenfield indicated

that a proper interpretation of Newberg's Comprehensive Plan would render the appeal irrelevant because the open space policies do not apply to this property since the property does not fall under the open space designation. He pointed out that the appeal is very narrow in scope, essentially relating to open space issues. He quoted ORS 197.763 as limiting Council's deliberations to those issues.

Jerry Green, planner and engineer representing Pacific Empire Builders, gave Council a brief overview of the project. He stated that it is their contention that the boundary on the west line of the property is a drainage ditch and not a natural occurrence. He said that the the original drainageway was somewhere to the east and a drainage ditch had been aligned along the west boundary line some time in the past. He suggested that the soggy area is probably a drainage basin which collects surface water that drains there.

He stated that Pacific Empire Builders, when developing the property, decided that taking the water underground and connecting it with an existing storm drain on the south end of the property would be the best approach. He said there were several reasons for this decision: aesthetics, maintenance, safety, and economics. The plan, he said, as to clean the area of brush, save healthy trees, and add additional landscaping to the area where the ditch was to be filled in, and includes a pond on the north end to satisfy some of the open space requirements. He offered a letter from the State Lands Division stating that this area had not been identified as a wetlands and is not under state jurisdiction.

Mark Greenfield said that because the applicant had concerns with the conflict between the large open space designation on the site and the underlying zoning which allows for more intense development, his firm researched the legislative history of the Comprehensive Plan. He indicated that these documents have been supplied to the Planning Department for their records and information. What they found, he said, is that this conflict had been identified in 1979 by LCDC when it looked into the Comprehensive Plan, and that the City had resolved the conflict in the manner that restricted the scope of how open space is applied in Newberg by tying it in with a general hazard ordinance. Mr. Greenfield elaborated on the findings of his research. He argued that there is no area on this property which is located higher than 20% in slope into a drainageway, therefore allowing development in the open space. Also, the property itself is not in any area that has an overlay of General Hazard or floodplain. Mr. Greenfield further indicated that the applicant had agreed to add a pond and more open space to better conform with the open space requirements.

III

(7)

In summary, Mr. Greenfield stated that the open space policy does not apply to this site because it is not within the General Hazard or Floodplain overlays. Consequently, the arguments based on open space violations are incorrect because those policies apply only to those areas that are in floodplains or drainageways which are protected through the General Hazard and Floodplain ordinances. He noted that despite the fact that the open space policy does not apply to this property, the applicant has agreed to build a pond and to provide some open space to the property so it more than satisfies the needs of the Comprehensive Plan.

Responding to a question from Mr. Lite, Mr. Green indicated that he had no factual data to confirm that the drainage course was a ditch and not a drainage way. He said he based his opinion on visual observation -- it runs directly along the western boundary -- and due to the age and condition of the trees. Further, he stated, he knew of no data to indicate that the water course was a drainageway or a ditch.

Responding to questions from Mr. Young, Mr. Green outlined the underground path that the drainage would take through the site and connecting it to Buckley's subdivision. Regarding the pond, Mr. Green said that the proposed pond is designed as a detention pond to hold runoff water at peak times and was not to be considered a duck pond.

Mr. Lite asked Mr. Green to address the problem of flooding. Mr. Green indicated that he did not know if the area flooded or not, but that it did get marshy during the winter. He felt it was due to stormwater runoff which had no place to go due to the fact that the ditch had been moved from its original course.

Noting that he lives in the area and has young children, Bert Pennock expressed concern with the idea of a pond on the site. Mr. Green circulated a diagram to give Council a conceptual idea of how the pond could be constructed. He indicated that the pond is to be approximately three feet deep, with riprap on bottom, will not be fenced and will be part of one of the lots.

Tom, 513 Melody Lane, stated that the stormsewer is not sufficient to handle the runoff and confirmed that the area suffers extensive flooding. Mr. Green indicated that by using good engineering practices, the concern about flooding will be addressed and the flooding eliminated.

Councilor Gano asked the applicants to address the wildlife issue. Mark Greenfield stated that the area had not been addressed in the Comprehensive Plan as a wildlife area.

Mr. Lite stated for the record that he is not opposed to the development of the property, but he feels the property can be

III 1

(2)

developed with the drainageway and habitat left intact.

Mr. Egner, Planning Director, recommended Council reject the appeal and uphold the Planning Commission's decision.

Mayor Hall declared the public hearing closed.

Motion: Halstead/Gano to affirm the decision of the Planning Commission based on the findings. (Unanimous)

Councilor Young left the meeting at 9:05 p.m

Councilor Gano asked Mr. Curt Walker about the timing of development of the property and tying the development into a future LID on Melody Lane. Mr. Walker indicated that their intent is to move as quickly as possible and be under development within 90 days.

Mr. Teitzel, Public Works Director, indicated that they would need to contact the water district immediately to proceed with the water/sewer LID.

Motion: Gano/McIntosh to direct Staff to proceed immediately towards a LID project for Melody Lane and maintain close contact with Mr. Walker, and in no way hold up Mr. Walker from his development. (Unanimous)

Mr. Teitzel asked Council if their intent was to initiate the LID and have a public hearing. The Council was in agreement that this was the only way the LID would get done.

2. **APPLICANT:** Lumbermens/Aimee Garrigus
 CONTACT: Michael Murphy
 OWNER: Hopp Insurance Agency, Inc./Aimee Garrigus
 REQUEST: A zone change from C-3, Central Business District, to C-2, Community Commercial, to allow building supply storage and sales

 LOCATION: 812 E. First Street
 TAX LOT: 3219-AA-8200, 3219-AA-8400
 PLAN
 DESIGNATION: Commercial

Councilors McIntosh, McCain and Proctor stated for the record that they all insure with Mr. Hopp but did not feel that their relationship with Hopp Insurance Agency would in any way affect their votes.

Councilor Gano indicated that he also insures with Mr. Hopp, but also wished to make it known to Council that his mother lives in the neighborhood and has concerns about Lumbermen's use of vehicles around that neighborhood. He stated that he would not

abstain from voting.

There being no objection to the Council's jurisdiction on the matter, the hearing continued.

Mr. Mahr, City Attorney, reminded Council that Mr. Halstead does business with Lumbermen's but felt that he would not be influenced by his association with the company. Mr. Halstead concurred.

For the record, Mr. Mahr indicated that tonight's testimony should be limited to matters already in the record.

Directing Council's attention to the Council Packet, the Planning Director presented the staff report. He identified the property involved in the zone change, noting that the zone change is necessary in order to use the lot for an extension of Lumbermen's nonconforming use. Mr. Egner outlined the history surrounding this request and reminded Council of their recent adoption of an ordinance allowing building supply stores in a C-2 zone. Mr. Egner passed around photographs of the site for Council's review.

Michael Murphy, 19140 River Road, St. Paul, Manager of Lumbermen's, indicated that Lumbermen's made the request for a zone change from C-3 to C-2 in order to accommodate the growth of the community. He stated that they decided to expand in the existing area since economics would not allow the business to relocate to a new location. He said that Lumbermen's is a retail business like many other retail businesses located in the downtown area, the main differences being the type of product sold and the fact that Lumbermen's is more land extensive than most businesses. He noted that Lumbermen's was a very stable part of the downtown area and has been for a number of years.

Mr. Murphy requested that Council approve their request for a zone change from C-3 to C-2 and requested that the Council vote by emergency ordinance so that Lumbermen's could proceed immediately with their plans.

There being no further testimony, Mayor Hall closed the public hearing.

Councilor Nulsen asked Mr. Murphy if Lumbermen's had purchased the lot. Mr. Murphy indicated that Lumbermen's would be leasing the property.

Responding to Councilor Gano, Mr. Murphy said that Lumbermen's would access the lot through a gate cut into the building, moving across the alley, and into the new lot. He stated that the property would be fitted with chain-length fence, with vinyl slats woven across the front side for aesthetic reasons. The

fence is proposed to be eight feet high on the Front Street side and six feet high on the other three sides.

Councilor Gano expressed concern with vandalism on the premises and difficulty for law enforcement due to lack of access. Mr. Murphy indicated that using the lot would eliminate some of the vandalism and that the Police Department had said they did not see any problem with the proposal.

Mr. Egner indicated that no objections to the proposal had been received from any public agencies. He noted, however, that one letter of opposition had been received which was included in the Council packet.

Councilor Gano stated that he personally had viewed the problems experienced by neighbors from trucks belonging to Lumbermen's. Some of his concerns were problems resulting from trucks cutting corners in parking areas and gouging lawns, and parking problems associated with the business.

Mr. Egner indicated that the staff recommendation is to reject the appeal and uphold the Planning Commission to deny the original zone change request and to initiate a process to establish and allow the uses of conditional use, based on findings of fact, the testimony and the record. He said that Staff had an additional recommendation that Council authorize a refund of the filing fund for the appeal based on some miscommunication with the applicant during the appeal process.

Mayor Hall closed the public hearing.

Motion: Nulsen/Proctor to allow the zone change from C-3 to C-2 and to deny any request for any request of the appeal fee.

Mr. Gano asked Mr. Egner whether his text amendment would allow Lumbermen's to immediately move ahead with their request while the City and Planning Commission makes the ordinance changes? Mr. Egner indicated that it would be approximately one month from the date of this hearing.

Mr. McIntosh questioned whether it would be feasible to rezone Center Street to River Street, between First and Hancock. Mayor Hall indicated that this question is not part of the hearing.

Council called for the question. Mr. Nulsen repeated the motion: to approve a zone change from C-3 to C-2 on Tax Lots 8200 and 8400 and to deny the \$100 reimbursement for appeal fee.

Mr. Mahr noted that the motion should probably be to direct Staff to prepare an ordinance with findings of fact to that effect. Councilors Nulsen and Proctor concurred and the motion was

amended to include the directive to Staff.

VOTE: Yea - Nulsen, Proctor, and McIntosh. Nays - Gano, Halstead, and McCain. Mayor Hall voted against the motion.

Councilor Halstead indicated that the basic difference between C-2 and C-3 is the off-street parking issue.

Mr. Gano stated that he did not want Lumbermen's to leave, but if they did he would like to be able to enforce the C-3 zoning on the new occupant.

Mr. Mahr indicated that larger corporations like Lumbermen's do not like to (1) violate the zoning ordinances and (2) do not make investments on property which may not go the way they anticipate. If Lumbermen's were certain that this issue would be passed by Council, they probably would not act on it until the appeal period had expired.

Councilor McIntosh asked if there would be a problem with putting the C-2 designation on the property and rezoning it to C-3 in the event the property were vacated by Lumbermen's. Councilman Nulsen agreed that Council could do it this way. Duane Cole pointed out that it might be difficult in the future to remove the less restrictive zoning on a parcel on First Street.

Mr. Egner indicated that it would take approximately 2 months for the conditional use process to go through.

Motion: Gano/McIntosh to reconsider the previous question.
(Unanimous)

Motion: Gano/Nulsen to approve Councilor Nulsen's previous motion. (Unanimous)

3. **APPLICANTS:** Edwin & Esther Browne
Pauline Hall by Josie Rose
Richard & Ardith Burnett
Marian Johnson
REQUEST: Formation of an LID on Sunset Drive and
authorize bids to be received on the project.
LOCATION: 6098, 609, 612, and 613 Sunset Drive
TAX LOTS: 3207-DB-200, 300, 400, and 500

There were no abstentions or objections to Council's jurisdiction.

Ed Brown, indicated that all the neighbors are in agreement about joining the sewer and asked when it would happen.

The Public Works Director indicated that the ad for the LID would

III-1

(12)

be in the next day's newspaper, the bid awarded in June, and construction would start in July. He said this was the earliest that the LID could be accomplished.

Mayor Hall explained the LID process for those in the audience.

Esther Brown indicated that she had understood that the LID was to have happened earlier and that the difference will cost them \$125 more than the original quote. Mr. Teitzel stated that he did try to get the developers in the subdivision at the rear of these properties to construct the sewers but the he could not get unanimous consent from the property owners.

Mayor Hall closed the public hearing.

Motion: Gano/Proctor to form an LID for Sunset Drive Project.
(Unanimous)

Motion: Nulsen/Proctor to adjourn. (Unanimous)

REPORT FROM CITY MANAGER: Continued to May 22, 1990

REPORT FROM CHAMBER OF COMMERCE: Continued to May 22, 1990

REPORT FROM YAMHILL COUNTY COMMISSIONER: Continued to May 22, 1990

NEW BUSINESS: Continued to May 22, 1990

OLD BUSINESS: Continued to May 22, 1990

The meeting adjourned at 10:00 p.m.

Duane R. Cole, City Recorder

ATTEST:

Elvern Hall, Mayor

111

(13)

CITY OF NEWBERG

APPLICATION
FOR POSITION ON

COMMITTEE COMMISSION-BOARD

Committee, Commission or Board Applying For: Traffic Safety

Name: Richard McCall Home Phone: 538-6887

Address: 2901 E 2nd St 96 Work Phone:
Newberg Oreg.

Are you a registered voter? Yes

Do you live within the city limits? Yes

How long have you lived at the above address? 3 years

Previous Address: 3713 Walnut Ave How long? 7 years

Occupation: Retired Employer:

Spouse's Name: Lorraine McCall

Spouse's Occupation: Retired Employer:

Date: June 29, 1990

Richard McCall

(Signed)

Why do you want this position? (Continue on back or separate sheet if needed.) see of ... to this ...

III-2

RESOLUTION NO. 90-1571

A RESOLUTION APPROVING THE CITY ENGINEER'S REPORT FOR THE HADLEY WATER DISTRICT LOCAL IMPROVEMENT DISTRICT TO SERVICE THE LOTS WHICH ARE ALL LOCATED IN THE NEWALL ADDITION SUBDIVISION, ORDERING PUBLICATION AND MAILING OF NOTICE FOR PUBLIC HEARING ON SAID LOCAL IMPROVEMENT DISTRICT AND SETTING THE DATE OF SUCH HEARING FOR SEPTEMBER 18, 1990.

WHEREAS, the City Engineer has prepared a report and the report contains all the information specified in Section 2 of Ordinance No. 1348 dealing with Local Improvement Districts; and

WHEREAS, the City Council has reviewed such report at its August 21, 1990 City Council Meeting.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Newberg, Oregon, as follows, to wit:

1. The City Engineer's report, as submitted or modified, is hereby approved by the City Council.
2. The City Council declares its intention to make the improvement.
3. The City Council will have a hearing on September 18, 1990 at 7:30 p.m.
4. The City Recorder shall give notice of said hearing and said proposed improvements by two publications one week apart in the Newberg Graphic and by mailing copies of such notice by certified mail to the last known address of each recorded owner of the property to be assessed.

ADOPTED by the City Council of the City of Newberg, Oregon, this 21st day of August, 1990.

Duane R. Cole, City Manager

III-3 (16)

NEWALL ADDITION LOCAL IMPROVEMENT DISTRICT NO. 90-2

CITY ENGINEER'S REPORT

August 13, 1990

PURPOSE

The purpose of this Local Improvement District is to provide financing for the replacement of the Newall Addition water system.

Newall Addition is presently served by the Hadley Water District. The existing water line is a 2 inch galvanized pipe that is leaking in several places. It is no longer economical to repair all the leaks and the Hadley Water District has requested that the City form a Local Improvement District to replace the line.

ASSESSMENT DISTRICT

The attached map depicts the extent of the water line project and the properties to be assessed.

COST ESTIMATE

The estimated cost of the project is \$107,000.

ASSESSMENT METHOD

The recommended method of assessment is for each property to pay an equal share of the total costs. A home on an average lot will pay 1/37 of the total cost. Vacant lots will be assessed for the amount of potential building sites for the size of the lot. An adjustment will be made for vacant properties that will not get a service tap. Those properties will receive a tap if one is requested or when building occurs.

OUTSTANDING ASSESSMENTS

There are no outstanding assessments attached to the properties within the assessment district.

SYSTEM DEVELOPMENT CHARGE

Existing homes in the Newall Subdivision will not be charged a system development charge. Future hook-ups to new homes will be charged a sewer development charge of \$850.00.

III-3

(17)

NEWALL ADDITION L.I.D.
SCHEDULE

DATE	DESCRIPTION
August 10	Engineer's Report to Community Development Comm.
August 21	Council approves Engineer's Report.
August 29	Mail notices of public hearing by Certified Mail to L.I.D. properties.
August 29 - Sept. 5	Announcement in the Graphic for two weeks.
September 18	Council hears objections to the L.I.D. Council moves to proceed with the improvement. Council passes an assessment ordinance. Adopts method of assessment. Directs the City Engineer to call for bids.
September 26	Advertise for bids.
October 3	Open bids.
November 5	Council approves bid, awards contract.
November 7	Letter of Award, Notice to Proceed.
November 19	Begin Construction.
January 18	End Construction.
February 1	Approximate date of Notice of Assessment by Certified Mail and Notice in Graphic.

III 3

(18)

ENGINEER'S ESTIMATE AND QUANTITY SUMMARY

PROJECT: NEWALL ADDITION WATER SYSTEM L.I.D. NO 90-2

DATE: August 10, 1990

BY: L. Anderson

ITEM	DESCRIPTION	QUANTITY	UNIT	PRICE	AMOUNT
1.	Mobilization		L.S.		5,000.00
2.	Ductile Iron Water Main Installed Includes Valves and Fittings				
	a. 8"	1850	L.F.	14.50	26,825.00
	b. 6"	20	L.F.	11.50	230.00
	c. 1 1/2" Copper	50	L.F.	7.00	350.00
3.	Copper Service Laterals Installed				
	a. 3/4"	380	L.F.	7.50	2,850.00
	b. Service Connection - includes tap, connection to meter and brass fittings	37	EA	150.00	5,550.00
4.	Excavation and Class B Backfill	2250	L.F.	8.50	19,125.00
5.	Install fixtures and assemblies				
	a. Fire Hydrants	2	EA.	1,250.00	2,500.00
6.	Disconnect existing 2" water main from 10" main	2	EA.	300.00	600.00
7.	Sawcut Asphalt	4000	L.F.	1.00	4,000.00
8.	Asphalt Replacement	1300	S.Y.	15.00	19,500.00

III-3

(19)

ITEM	DESCRIPTION	QUANTITY	UNIT	PRICE	AMOUNT
9.	Landscape Restoration	Lump Sum		1,500.00	1,500.00
10.	Leakage Testing and Chlorination	2250	L.F.	.50	112.50
11.	Clean-up	Lump Sum		1,000.00	1,000.00
SUBTOTAL					89,142.50
12.	Engineering and Administration	10%			8,914.25
13.	Contingencies	10%			8,914.25
TOTAL					106,971.00

III-3

(oe)

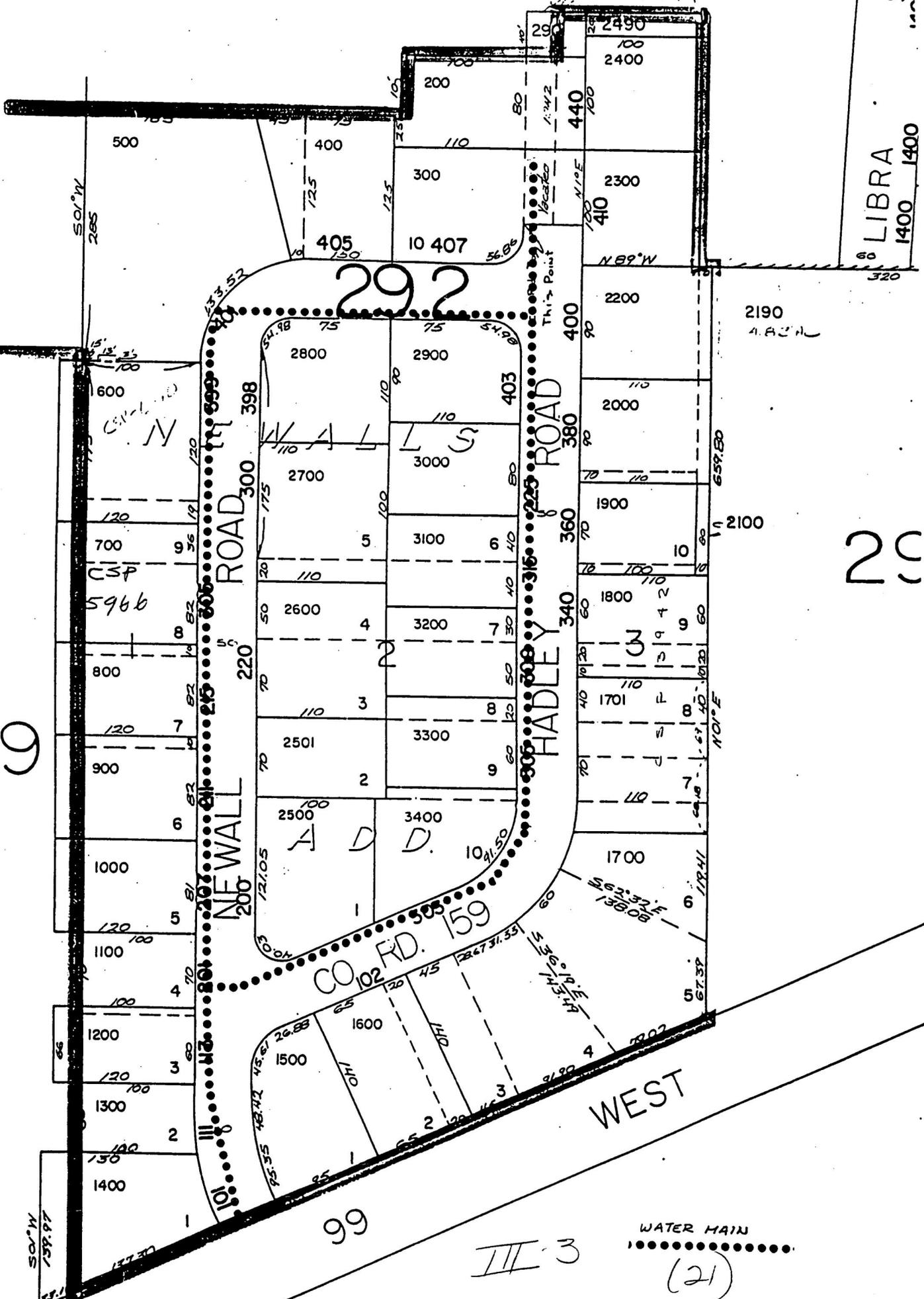
CSP 7479

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WATER MAIN

(21)

III-3

99

WALLS

A D D

CO RD. 159

HADLEY ROAD

NEW WALL ROAD

WEST

292

220

250

280

310

340

370

400

300

330

TAX LOTS CURRENTLY LISTED IN THIS REPORT

TAX LOT NO.	PROPERTY ADDRESS	OWNER	OWNER ADDRESS	
3216CA-00200 00	HADLEY RD N	NEWALL, K & E AND	BROTHERS, G	1321 NE NEWALL RD NEWBERG OR
3216CA-00290 00	HADLEY RD N	CARTER, F	445 3RD ST	MCMINNVILLE OR 97128
3216CA-00300 00	1321 NEWALL RD N	BROTHERS, S & G	1321 NEWALL RD	NEWBERG OR 97132
3216CA-00400 00	1317 NEWALL RD N	BERNARD, K & M	1317 NEWALL RD	NEWBERG OR 97132
3216CA-00500 00	1313 NEWALL RD N	CARR, J & Y	1313 NEWALL RD	NEWBERG OR 97132
3216CA-00600 00	1305 NEWALL RD N	HOLT, G & L	1305 NEWALL RD	NEWBERG OR 97132
3216CA-00700 00	1213 NEWALL RD N	NEWELL, K & M	1213 NEWALL RD	NEWBERG OR 97132
3216CA-00800 00	1205 NEWALL RD N	DERRY, L	1205 NEWALL RD	NEWBERG OR 97132
3216CA-00900 00	1113 NEWALL RD N	GALLOWAY, O & L	1113 NEWALL RD	NEWBERG OR 97132
3216CA-01000 00	1105 NEWALL RD N	TOMPKINS, B & L	1105 NEWALL RD N	NEWBERG OR 97132
3216CA-01100 00	1101 NEWALL RD N	MELHOFF, G & N	% ODVA	700 SUMMER ST SALEM OR 97
3216CA-01200 00	1013 NEWALL RD N	MASON, W & S	1013 NEWALL RD	NEWBERG OR 97132
3216CA-01300 00	1009 NEWALL RD N	PFUND, L	PO BOX 516	NEWBERG OR 97132
3216CA-01400 00	1005 NEWALL RD N	SWAN, C & M	1005 NEWALL RD	NEWBERG OR 97132
3216CA-01500 00	1004 NEWALL RD N	JAMES, R & B	1004 NEWALL RD	NEWBERG OR 97132
3216CA-01600 00	1100 HADLEY RD N	BAIRD, R & M	BY FMHA	1100 HADLEY RD N NEWBERG OR
3216CA-01700 00	HADLEY RD N	ABBOTT, D	32555 NE OLD PARRETT MTN	NEWBERG OR 97132
3216CA-01701 00	HADLEY RD N	ABBOTT, D	32555 NE OLD PARRETT MTN	NEWBERG OR 97132
3216CA-01800 00	1204 HADLEY RD N	WOOLEN, C & S	1204 HADLEY RD	NEWBERG OR 97132
3216CA-01900 00	1208 HADLEY RD N	WYATT, C	BY FIRST INTERSTATE BANK	PO BOX 3131 PORTLAND OR
3216CA-02000 00	1300 HADLEY RD N	JOHNSON, E & I	1300 HADLEY RD	NEWBERG OR 97132
3216CA-02100 00	HADLEY RD N	WYATT, C	1208 HADLEY RD	NEWBERG OR 97132
3216CA-02190 00	3777 PORTLAND RD	ABBOTT, D	32555 NE OLD PARRETT MTN	NEWBERG OR 97132
3216CA-02200 00	1308 HADLEY RD N	JOHNSON, C & D	1308 HADLEY RD	NEWBERG OR 97132
3216CA-02300 00	1400 HADLEY RD N	READ, D	1400 HADLEY RD	NEWBERG OR 97132
3216CA-02400 00	1408 HADLEY RD N	MCDONALD, H & S	1408 HADLEY RD	NEWBERG OR 97132
3216CA-02490 00	HADLEY RD N	MCDONALD, H & S	1408 HADLEY RD	NEWBERG OR 97132
3216CA-02500 00	1104 NEWELL RD N	SPIVEN ENTERPRISES	1204 HAWTHORNE LOOP	NEWBERG OR 97132
3216CA-02501 00	NEWALL RD N	SPIVEN ENTERPRISES	1204 HAWTHORNE LOOP	NEWBERG OR 97132
3216CA-02600 00	1208 NEWALL RD N	HARWOOD, R & L	1208 NEWALL RD	NEWBERG OR 97132
3216CA-02700 00	1216 NEWALL RD N	WINDSOR, G & M	1216 NEWALL RD	NEWBERG OR 97132
3216CA-02800 00	1304 NEWALL RD N	REED, J & L	1304 NEWALL RD	NEWBERG OR 97132
3216CA-02900 00	1309 HADLEY RD N	BELLINGER, B & A	1309 HADLEY RD	NEWBERG OR 97132
3216CA-03000 00	1301 HADLEY RD N	REMLEY, G & V	1301 HADLEY RD	NEWBERG OR 97132
3216CA-03100 00	1209 HADLEY RD N	VOLL, E & T	1209 HADLEY RD	NEWBERG OR 97132
3216CA-03200 00	HADLEY RD N	BOWERS, D & S	1205 HADLEY RD	NEWBERG OR 97132
3216CA-03200 01	1205 HADLEY RD N	BOWERS, D & S	1205 HADLEY RD	NEWBERG OR 97132
3216CA-03200 02	1208 HADLEY RD N	BOWERS, D & S	1205 HADLEY RD	NEWBERG OR 97132
3216CA-03300 00	1113 HADLEY RD N	PROO, K	1113 NE HADLEY RD	NEWBERG OR 97132
3216CA-03400 00	1109 HADLEY RD N	WONG, R & M	1109 HADLEY RD	NEWBERG OR 97132

III-3

(22)

REQUEST FOR COUNCIL ACTION

DATE SUBMITTED: August 9, 1990

DATE ACTION REQUESTED: August 21, 1990

 MOTION
 x RESOLUTION
 ORDINANCE
 INFORMATION

SUBJECT: CCRLS Intergovernmental Agreement Contract Amendment for FY 1990/91

RECOMMENDATION: Approve the contract amendment and approve Resolution No. 90-1572 authorizing the City Manager to sign the contract amendment for library services through CCRLS.

BACKGROUND: The City has contracted for library services with Chemeketa Community College since the beginning of CCRLS. With the approval of this amendment, the contract approved on February 23, 1990 will continue to be in effect for FY 1990/91.

The contract amendment changes the basis of reimbursement to the City for service to CCRLS patrons from a flat fee for each card issued to a reimbursement based on the number of circulations and renewals made to CCRLS district residents.

The amendment also reestablishes the contract payment date as December 15 of each year the agreement is in effect.

COST: The cost for FY 90/91 is \$5,200. This is the same amount as last year. It has been budgeted in account 1-455.431.

Income received under the contract and under the use based reimbursement basis is estimated to be \$2,900. This is up from the \$1,700 that was received in FY1989/90 under the flat fee for library cards issued.

Doreen Dupen
Department Head Signature

Duane R. Cole
Duane R. Cole - City Manager

III-4

(23)

RESOLUTION NO. 90-1572

A RESOLUTION AUTHORIZING THE CITY MANAGER TO SIGN THE CCRLS INTERGOVERNMENTAL AGREEMENT CONTRACT AMENDMENT TO ORIGINAL CONTRACT NO. 83-33-031.

WHEREAS, Chemeketa Community College and the City of Newberg have in prior years entered into a contract for certain library services; and

WHEREAS, the City's participation in the Regional Library Service is of considerable benefit to City residents; and

WHEREAS, the cost for fiscal year 90-91 is \$5,200 and this amount has been budgeted in the current fiscal year; and

WHEREAS, the City receives income from this contract estimated to be \$2,900 during fiscal year 90-91.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Newberg, that the City Manager be authorized to sign addendum #1 of Intergovernmental Contract #83-33-031 with Chemeketa Community College for 1990-91.

APPROVED this 21st day of August, 1990.

Duane R. Cole, City Recorder

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III-4

(24)

INTERGOVERNMENTAL AGREEMENT CONTRACT AMENDMENT

1. This contract is between Chemeketa Community College, hereinafter called COLLEGE, and NEWBERG, OREGON, hereinafter called CITY.
2. Addendum number one (1) to original contract number 88-33-031.
3. The contract entered into on February 23, 1990, between the COLLEGE and CITY shall be amended as follows:

Section 4.0 CONSIDERATION, paragraphs 2 and 3, is changed to read as follows:

The College will make the following payment to the CITY as compensation for the City providing nonresident library service for residents of the COLLEGE District at no charge. Payments in 1990-91 shall be based on circulation and renewals of CITY materials as counted by the CCRLS automated integrated library system. CITY shall be reimbursed for each circulation and renewal of its materials to district residents outside its CITY boundaries, but within the COLLEGE district. Of the \$290,000 designated for reimbursement among CCRLS libraries in 1990-91, \$72,500 shall be paid each quarter. CITY'S share of each quarter's reimbursement shall be computed based upon its percentage of the total circulations and renewals made that quarter by CCRLS libraries to district residents.

In consideration for participation in the CCRLS system and in lieu of taxes, since the CITY is outside the area taxed to provide this service, the CITY will pay to the COLLEGE the sum of \$5,200.00 on or before 15 of December each year this agreement is in effect.

4. In performing the above, it is understood and agreed that all other terms and conditions of the original contract are still in effect.

DATED THIS 1st DAY OF JULY, 1990

CONTRACTOR FOR THE CITY

BY _____ DATE: _____
Duane Cole, City Administrator

CHEMEKETA COMMUNITY COLLEGE

BY Linda Cochran DATE: June 26, 1990
Linda Cochran, CCRLS Coordinator

APPROVED (CHEMEKETA COMMUNITY COLLEGE)

BY H. Philip Barth DATE: 6-28-90
H. Philip Barth, Director of Business Services

INTERGOVERNMENTAL AGREEMENT

This agreement is between CHEMEKETA COMMUNITY COLLEGE hereinafter called COLLEGE and the city of NEWBERG, OREGON hereinafter called CITY.

1.0 PURPOSE OF AGREEMENT

The purpose of this agreement is to provide for the continued participation of the City of Newberg in the Chemeketa Cooperative Regional Library Service (CCRLS) under the terms and conditions set forth below.

2.0 TERM OF AGREEMENT

This agreement shall be in effect from July 1, 1989, until such time as terminated provided under "TERMINATION" clause below.

3.0 AUTOMATIC RENEWAL

This agreement shall be in effect for a period of one (1) year commencing July 1, 1989 and shall automatically be renewed for a period of one (1) year at its expiration, unless one or both of the parties elect not to renew or, the agreement is terminated as provided for in this agreement.

4.0 CONSIDERATION

The parties have entered into this agreement in consideration of the mutual benefits and obligations contained in the agreement and, the additional considerations noted below. The College, on a quarterly basis, will make the following payment to the City as compensation for the agreement of the City to provide nonresident library cards for residents of the College District at no charge. Payments in 1989 shall be based on the actual number of cards issued quarterly by the City, to nonresidents. Payment level shall be \$8.00 per card issued. Payment level may vary in future years depending on the per capita expenditure by the city library budget.

In consideration for participation in the CCRLS system and in lieu of taxes, since the City is outside the area taxed to provide this service, the City will pay to the College the sum of \$5,200.00 on or before 15 of April each year this agreement is in effect.

5.0 DUTIES AND RESPONSIBILITIES UNDER THIS AGREEMENT

III-4

(26)

5.1 UNDER THE TERMS OF THIS AGREEMENT THE COLLEGE SHALL:

1. Provide for fiscal and administrative management of the Service
2. Maintain the following:
 - a. The Chemeketa Regional Library Advisory Committee hereinafter referred to as the CCRLS Advisory Committee, through which recommendations on policies of the Service can be expressed.
 - b. An ongoing liason with PYM Library Association (or their designated executive committee) through which recommendations on procedures and their implementation can be expressed. Exhibit "A" as attached included the present membership of the CCRLS Advisory Committee.
3. Provide regular Courier Service between the participating libraries.
4. Provide reference and information assistance and free reciprocal borrowing privileges to patrons of the Service, subject to the existing rules and procedures of the College library.
5. Provide a monthly accounting and quarterly reporting of expenditures under this program to the CCRLS Advisory Committee.
6. Provide operation and maintenance of an automated library system.

5.2 UNDER THE TERMS OF THIS AGREEMENT THE CITY SHALL:

1. Provide free borrowing privileges to card holding residents of the College District subject to the existing rules and procedures of the City library.
2. Provide reference and information assistance and free reciprocal borrowing privilieges to patrons of the Service, subject to the existing rules and procedures of the College library.
3. Provide for the regular participation of the Newberg library director in meetings of the Polk, Yamhill and Marion Library Association and as may be necessary in meetings of the CCRLS Advisory Committee. Regular participation shall be defined as attendance at five (5) PYM Association meetings. Attendance at the September meeting of the PYM Association is mandatory for the City librarian.

4. Furnish the College with information quarterly regarding the number of nonresident library cards issued for the purposes set out in Para 4.0 CONSIDERATION, above.

6.0 AMENDMENTS

The terms of this agreement shall not be waived, altered, modified, changed, supplemented or amended in any manner whatsoever except by written instrument signed by the parties.

7.0 TERMINATION

This agreement may be terminated by mutual agreement of the parties or by either of the parties as provided for below.

Either party may terminate this agreement upon the other party's material breach of any of the terms and conditions hereof, by giving written notice of termination to the other party at least sixty (60) days in advance of the effective date of termination.

Cure of a Breach of any term of this agreement, after reasonable notice of such breach by the damaged party, may void the termination.

Any such termination of this agreement shall be without prejudice to any obligations or liabilities of either party already accrued prior to such termination.

This agreement and any changes, alterations, modifications, or amendments to it shall not be effective until approved by the appropriate representative of the College.

In witness hereof, the parties hereto have caused this agreement to be executed as below subscribed this _____ day of _____ 1989.

Contract Number _____

III-4

(28)

SIGNATURES

FOR THE CITY OF NEWBERG:

Duane R. Cole

Signature

Duane R. Cole

Name (type)

City Manager-City of Newberg

Title

FOR THE COLLEGE:

H. Phillip Barth

Signature

H. Phillip Barth

Name (type)

Director, Business Services

Title

NOTICES

All notices and other communications hereunder shall be in writing and deemed to be given if delivered in person, by courier, or mailed by first class mail to the addresses shown below.

FOR THE CITY:

FOR THE COLLEGE:

Rev. 1/2/90

III-4

(29)

RESOLUTION NO. 90-1573

A RESOLUTION HONORING, THANKING AND EXPRESSING APPRECIATION FOR THE NUMEROUS DONATED HOURS BY VOLUNTEERS FOR THE CITY OF NEWBERG AT THE OLD FASHIONED FESTIVAL.

WHEREAS, community events require many hours of hard work by many volunteers; and

WHEREAS, these events would not be possible without the numerous hours donated by volunteers who agree to assist this City in the areas of public safety, including both police and fire; and

WHEREAS, volunteers to the police and fire departments donated 818 hours of assistance to the City with 650 hours being donated by the Volunteer Fire Department in order to maintain 24-hour security and clean-up of the grounds, and 168 hours were donated to the Newberg Police Department which included officers from other agencies, Boy Scouts, Reserve Police Officers, practicum students and the Police Administration; and

WHEREAS, this type of commitment assures that events like the Old Fashioned Festival will be a safe, successful and family oriented event.

NOW, THEREFORE, BE IT RESOLVED that the City of Newberg, City Council hereby recognizes and officially thanks the volunteers that gave their time and services to the City of Newberg for the Old Fashioned Festival 1990.

ADOPTED this 21st day of August, 1990.

Duane R. Cole, City Recorder

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III-5

(30)

REQUEST FOR COUNCIL ACTION

DATE SUBMITTED: August 14, 1990

 MOTION

DATE ACTION REQUESTED: August 21, 1990

 X RESOLUTION

 ORDINANCE

 INFORMATION

SUBJECT: Purchase of house at 615 North College Street for use as a homeless shelter.

RECOMMENDATION:

Authorize, by resolution, the purchase of the house at 615 North College Street for use as a homeless shelter.

BACKGROUND:

In May, 1990, the City of Newberg received a \$127,500 grant from the Oregon Community Development Program (Grant # C90026) to purchase and rehabilitate a house for use as a homeless shelter. The Newberg Human Resources Center will administer the shelter. The Newberg Human Resources Center and the Community and Shelter Assistance Corporation selected the house at 615 North College Street to serve as the shelter. In February 1990, a Conditional Use Permit was obtained to allow a homeless shelter on the property. On July, 2, 1990, the property was appraised at \$76,000. According to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, the owners of the house are entitled to ask for the amount of the appraisal. However, they agreed to sell the house to the City for \$71,500. Closing costs for the purchase of the house will be \$138 for escrow and \$35 for recording fees, bringing the total to \$71,673.00. The grant budget for property acquisition has been amended to \$71,673.00.

COST: None

D.E.

Dennis Egner, Planning Director

Duane R. Cole

Duane Cole, City Manager

III-6 (31)

13-4

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE PURCHASE OF THE HOUSE LOCATED AT 615 NORTH COLLEGE STREET FOR USE AS A HOMELESS SHELTER.

WHEREAS, The City of Newberg received \$127,500 block grant from the Oregon Community Development Program (Grant # C90026) to purchase and rehabilitate the house at 615 North College Street for use as a homeless shelter; and

WHEREAS, On July 2, 1990, the subject house was appraised at \$76,000; and

WHEREAS, Mr. and Mrs. Jackson, the owners of the house were informed of their rights in regard to the relevant parts of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970; and

WHEREAS, Mr. and Mrs. Jackson have decided to sell the house to the City for \$71,500; and

WHEREAS, Closing costs for the purchase of the house will be \$138 for escrow and \$35 for recording fees; and

WHEREAS, The City of Newberg Comprehensive Homeless Assistance Program block grant from the Oregon Community Development Program budgets \$71,673.00 for property acquisition.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Newberg, Oregon to authorize expenditure of Oregon Community Development Block Grant #C90026 property acquisition funds to purchase of the house at 615 North College Street for \$71,673.00.

Adopted by the City Council of the City of Newberg this ___th day of August, 1990.

Duane R. Cole, City Recorder

III-6

(32)

Page 2

City Manager's Report
August 21, 1990

City Council workshop and City Council meeting.

August 7:

Chamber Board meeting.

Marti Chaney, Customer Relations Consultant and Kathy Tri. I am attempting to find a customer relations consultant to provide training to the City staff.

Dennyce Wheeler regarding the Northeast Area Transportation Plan (NEAT-P).

Kathy Tri regarding tax base measure.

August 8:

Terry Mahr regarding taxes and EDRLF.

Donna McCain regarding Council issues.

Regular staff meeting.

Wellness Committee meeting.

Do not forget the City Picnic on August 18, 1990.

Elmer Christensen regarding City business.

Vintage Festival meeting.

Meeting with fire officers. The fire officers meeting was an excellent time to talk about the fire engine and discuss potential changes in the way the volunteers provide service.

August 9:

Bert Teitzel and Dennis Egner regarding the NEAT-P.

Tobi Young regarding some hospital business.

Chief Bishop and Terry Mahr regarding City business.

Community Development Committee meeting.

August 10:

EAS meeting. The status of EAS is that the Hearings Officer has proposed a suspension of further consideration until criteria can be developed for expanding the Portland area EAS region. Mr. Browning,

VII

(34)

Page 3

City Manager's Report
August 21, 1990

the Chamber's Attorney, is working with the PUC staff and PUC members to allow Newberg in and then develop the new criteria for additional boundary expansion. The coming three weeks will be a good measure of whether our efforts to get over this hurdle will be successful.

Don Stram regarding City Newsnotes.

Wally Russell regarding visit and City business.

Several calls to Norm Sievertson to check on status of composter.

August 13:

United Way kick-off breakfast.

Call from Norm Sievertson apologizing for not calling Friday and indicating a decision on August 13 or 15 regarding the composter would be forthcoming.

Mark Hatfield regarding campaign speech.

Dennis Egner tour of City.

Darleen Harding regarding tour of dog pound. While Denny and I were touring the City, we stopped at the dog pound and found Darleen there. I toured the dog pound with Denny and Darleen and found it to be very clean, however, it is an inadequate facility in the wrong area of town. This will be something to put in our Capital Improvements Program list as a project.

Bert, Denny and Terry regarding the NEAT-P.

Visit to Carol Ring's house regarding the NEAT-P.

August 14:

David Bishop regarding City business.

ADEC regarding the NEAT-P.

Meeting at 2116 Chehalem Drive with the Chehalem Valley Water District members. This was a good meeting as we reviewed the contract with the water district.

August 15:

Alan Halstead regarding City business.

VII

(35)

Page 4

City Manager's Report
August 21, 1990

Staff meeting.

NEAT-P.

MEETINGS PLANNED:

August 17:

Coffee Cottage Greeters.

Don Clements regarding recreation and City joint concerns.

August 18:

City Picnic

August 21:

Chamber Board.

CVSC to discuss budget projections and senior center houses.

Community Relations Committee. I am not sure of the status of this meeting at this time, whether we will have a Community Relations Committee meeting or not.

City Council.

August 22:

Regular staff meeting.

Wellness Committee meeting.

August 23:

Legislative Committee meeting.

City/County meeting at Jail.

August 24:

EAS breakfast.

VII

(36)

Page 5

City Manager's Report
August 21, 1990

August 27 & 28:

I have tentatively scheduled two vacation days on August 27th and 28th. My experience has been that issues and programs usually slow down the week before school starts.

September 4:

City Council meeting, NEAT-P hearing.

September 5:

Staff meeting.

Northwest Water Association.

Vintage Festival.

September 10:

EAP Counselor, noon.

September 11:

Employee Health Screening.

EAP Counselor, 4:00 p.m.

September 12:

NHRC meeting.

City staff meeting.

GENERAL INFORMATION:

1. I have been spending some time getting the budget process set up for this fall. Typically, what I would like to do is establish our capital improvements program. This will involve some community meetings this year as we seek input from the community. I would also like to do a survey using the telephones like we did last year. I will be seeking assistance from members of the Council, staff and community to get on the phones and survey people. Last year I found this to be a very fun experience as we met at City Hall and managed to make 75 to 80 calls in an evening. A fairly adequate random sample survey can be taken telephonically with only about 150 contacts. With only twelve questions and six or seven phone lines it does not take that long to complete the project.

VII

(37)

Page 6

City Manager's Report
August 21, 1990

2. Council needs to be thinking about a retreat this fall prior to the election. City Council may return much as it is today in January but I believe we should get together one more time to check our progress on the projects. I hope to discuss this at our work session on August 21. If I forget please remind me.



Duane R. Cole
City Manager

DRC/bjm

\cmr9-4

VII

(38)

Tuesday, 7:00 a.m.

July 31, 1990

FINANCE COMMITTEE
MINUTES

J's Restaurant

Newberg, Oregon

The meeting was called to order at 7:20 a.m. at J's Restaurant by Chair Joe Young.

ROLL CALL:

Present: Joe Young
C. Eldon McIntosh
Donna McCain

Absent: Rick Rementería

Others Present:

Duane R. Cole, City Manager
Kathy Tri, Finance Director
Ellen Cooper, Asst. Finance Director

Minutes of the May 29, and June 26, 1990 meetings were presented.

MOTION: McIntosh/McCain moved to approve the minutes. Vote on the motion: Carried unanimously.

OLD BUSINESS:

Kathy Tri reviewed the background for initiating a bad check policy. Donna McCain indicated that the City should charge more than the bank charges the City for bad checks. Staff explained that it was difficult to know exactly what the bank charged since all our bank charges were lumped and offset by any interest earnings. Eldon McIntosh inquired about the City using a VISA or Master Charge system. Staff will review this and get back to the committee.

MOTION: McIntosh/McCain moved to recommend to take the bad check policy to the Council for further action. Vote on the motion: Carried unanimously.

NEW BUSINESS:

Kathy Tri reviewed the June monthly report which included preliminary year end figures. Joe Young inquired about having the police department reimburse the General Fund from RICO funds, especially for those cases which were out of town and drug related. Duane Cole indicated that most of the overtime budget was spent covering for those who were on vacation, holiday or sick leave and the balance was used for investigations. One of the problems with RICO money is that it comes to the City sporadically and is not a sure revenue source.

VII

(39)

Finance Committee Minutes
July 31, 1990

Mr. Young indicated that if the overtime is to cover leave time, we should look at hiring another officer which could be more cost effective than paying overtime.

REPEAL OF ORDINANCE NO. 2180:

Kathy Tri reviewed the background for repeal of Ordinance No. 2180. She indicated that it had been to Council and they had referred it back to the Finance Committee.

MOTION: McIntosh/McCain moved to recommend passage of Ordinance No. 2180 to the City Council. Vote on the motion: Carried unanimously.

PLANNING FEES:

Kathy Tri presented background on reviewing the City's Planning fees. She indicated that in 1989-90, the City received \$4,100 in Planning fees and the department had a \$92,492 budget. In 1990-91, assuming the City increases fees, the City anticipates to receive \$10,000 and the department has a \$132,986 budget, some of which includes grants. It was also indicated that Planning fees had not been reviewed or increased since 1981.

Duane Cole reviewed the business license proposal. The proposal was primarily to help the City regulate and monitor businesses and to help finance the fire inspection services. A major concern has been with home occupations. Currently, they are charged \$10.00 for ten years. Joe Young indicated that he wanted to spend some time studying both issues and providing input to the staff. He expressed no problem with the home occupation fee as long as it remained reasonable, such as \$25.00 per year. He agreed that these businesses needed to be monitored. In addition, he expressed opposition to some of the other proposed planning fees, in particular, the appeal fee. He felt the City should be comparable to McMinnville and not to Tualatin and Tigard. He gets tired of hearing that it is cheaper in McMinnville. In addition, when the design review standards were adopted, the Council was told that there would be no charge for this service. A citizens committee was established to do the design review and to reduce staff costs. Finally, he felt that there needed to be more time to study and review the fee proposals. Mr. Cole agreed to pull out the old minutes on design review to review the action taken at that time.

Donna McCain expressed a need to keep a business license fee as low as possible. Staff agreed to go back and do some additional work on the proposed Planning and business license fees.

VII

(40)

Page 3

Finance Committee Minutes
July 31, 1990

ACCOUNTS PAYABLE TRANSACTIONS:

The June Accounts Payable transactions were reviewed. There were no questions.

Eldon McIntosh expressed concern about his cable t.v. bill. He is getting complaints that the bills constantly increase. Mr. Cole said that there is a new General Manager with whom he will be meeting in the next week or so.

The meeting adjourned at 8:20 a.m.

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VIII

(41)

REQUEST FOR COUNCIL ACTION

DATE SUBMITTED: August 10, 1990

X MOTION

DATE ACTION REQUESTED: August 21, 1990

SUBJECT: City Property at Springbrook Road and Springbrook Way

RECOMMENDATION: Staff recommends that the Council give further direction to staff regarding the disposition of this property.

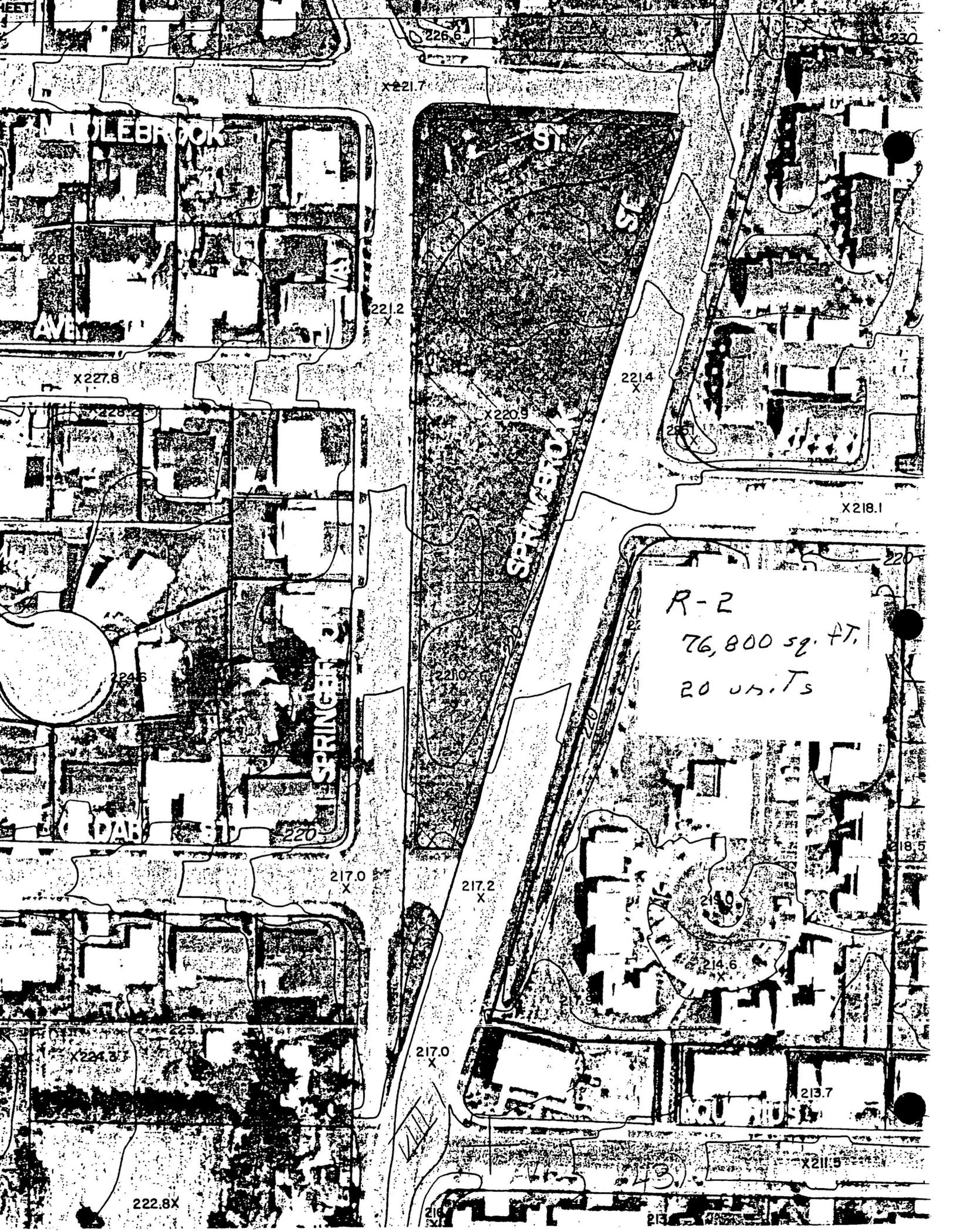
BACKGROUND:

1. The property in question was purchased in order to build a fire substation for the City. Currently an analysis is being undertaken by the Fire Chief to determine where a new fire station should be located. While this property is currently under consideration, it is felt to not be a viable site.
2. The site contains 76,800 square feet, is zone R-2, and has enough area for 20 multi-family type units. The layout of the property is such that a walkway might be part of the design review between Springbrook Street and Springbrook Way. Currently neighborhood children use this as a direct route to Springbrook area schools west of the property.
3. The process for disposing of municipal property is that the Council must declare by resolution that it is surplus and state an intent to sell it. The City Council may hold a public hearing, advertise and make sure that we have an adequate legal description and clear title. The bid process would be established and the property sold.
4. Council may want to consider the advisability of disposing of a valuable piece of property when it may make more sense to continue to land bank the property so that it could be exchanged for the actual site of the new Fire Station. From a policy standpoint, it might make more sense to exchange land for land rather than land for a fire engine.
5. Concern has also been expressed that the City may simply need open space in some of its environs. While this area does not make an adequate park due to the heavy traffic along Springbrook Street, it does provide an open space buffer between the housing on Springbrook Way and Springbrook Street. It could provide a nice green area for the community if it was planted with trees and received some minimal landscaping. Springbrook Street is a collector and this might lend to the beauty of the entrance to one of our primary industrial sites in the area.

FISCAL IMPACT: Part of the sales process would be an appraisal of the property to determine its value. The sale of the property could not be for less value than the appraisal (ORS 271.340).

PREPARED BY:


Duane R. Cole
City Manager



226.6

230

x221.7

MIDDLEBROOK ST.

ST.

AVENUE

221.2
X

X227.8

228.2

X220.9

221.4
X

220.9
X

X218.1

SPRINGEN ST.

224.6

221.0

R-2

76,800 sq. ft.

20 UNITS

DAB ST.

220

217.0
X

217.2
X

219.0

214.6
X

217.0
X

213.7

X224.3

223

222.8X

X211.5

VIII

43

216

213

REQUEST FOR COUNCIL ACTION

DATE SUBMITTED: August 14, 1990

X INFORMATION

DATED ACTION REQUESTED: August 21, 1990

SUBJECT: Airport Site Selection Study

RECOMMENDATION: City staff recommends that the Council take no further action on the Airport Site Selection Study.

BACKGROUND:

At the April 2, City Council meeting, the staff was instructed to return to the Council on August 21, to advise the Council if there was further action to be taken regarding purchase of the airport. Since the April meeting there has been a great deal of discussion regarding City purchase of the airport but no action is planned in this regard at this time.

The airport overlay zone has been adopted and it appears that the business located on the airport will remain and is healthy as a private business.

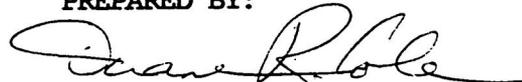
Mr. Teitzel has been notified that the FAA will remove the airport from further consideration for public funding if action is not taken by the Council to purchase the airport. This does not mean that the status can be restored to the airport at some point to allow public purchase with FAA funds.

Council should be aware that use of FAA funds to purchase the airport may require that the City purchase property to the north of the runway. This property would make the airport a very expensive proposition for the taxpayers in Newberg.

Unless otherwise advised by the Council, the City staff will take no further action on the purchase of the airport at this time.

FISCAL IMPACT: The City received an airport planning grant, (90% FAA, 10% City) to study purchasing the airport. The grant is in the process of being closed out at this time.

PREPARED BY:



Duane R. Cole
City Manager

DRC/bjm

\airsite

IX-2 (45)

CITY OF NEWBERG
CITY COUNCIL MEETING
AUGUST 21, 1990
7:30 P.M.
NEWBERG PUBLIC LIBRARY

- I. CALL MEETING TO ORDER
- II. ROLL CALL
- III. CONSENT CALENDAR:
 1. Approve minutes from May 7, 1990 regular City Council Meeting.
 2. Approve appointment by Mayor of Richard McCabe to the Traffic Safety Committee.
 3. Resolution No. 90-1571 approving the City Engineer's report for the formation of an LID for the Newall Addition Water System and setting a public hearing for September 18, 1990.
 4. Resolution No. 90-1572 authorizing the City Manager to sign the CCRLS Intergovernmental Agreement Contract amendment to original Contract No. 83-33-031.
 5. Resolution No. 90-1573 honoring, thanking and expressing appreciation for the numerous donated hours by volunteers for the City of Newberg at the Old Fashioned Festival.
 6. Resolution No. 90-1574 authorizing the purchase of the house located at 615 N. College Street for use as a Homeless Shelter.
- IV. REQUESTS AND COMMUNICATIONS FROM FLOOR: (Limit 5 minutes)
- VI. PUBLIC HEARING:
- VII. REPORT FROM CITY MANAGER
- VIII. NEW BUSINESS:
 1. Report on City property located at Springbrook Street and Springbrook Way

PAGE 2

CITY COUNCIL AGENDA
AUGUST 21, 1990

IX. OLD BUSINESS:

1. Report on bids received for Newberg Water Systems Improvement for Parkway Subdivision LID.
2. Report on Airport Site Selection Study.

X. EXECUTIVE SESSION:

1. Pursuant to ORS 192.660(1)(i) for review of the City Attorney.

XI. ADJOURN.

INDEX OF RESOLUTIONS AND ORDINANCES ON THIS AGENDA FOR ACTION:

RESOLUTIONS:

1. Resolution No. 90-1571 approving the City Engineer's report for the formation of an LID for the Newall Addition Water System and setting a public hearing for September 18, 1990.
2. Resolution No. 90-1572 authorizing the City Manager to sign the CCRLS Intergovernmental Agreement Contract amendment to original Contract No. 83-33-031.
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4. Resolution No. 90-1574 authorizing the purchase of the house located at 615 N. College Street for use as a Homeless Shelter.

\agenda

CITY OF NEWBERG
CITY COUNCIL WORK SESSION
AND EXECUTIVE SESSION
192.660(1)(i) (REVIEW OF CITY ATTORNEY)
TUESDAY, AUGUST 21, 1990
6:00 P.M.
NEWBERG COMMUNITY HOSPITAL

THE CITY COUNCIL OF THE CITY OF NEWBERG WILL HOLD A WORK SESSION TO REVIEW THE AUGUST 21, 1990, COUNCIL AGENDA ITEMS AND HOLD AN EXECUTIVE SESSION PURSUANT TO 192.660(1)(i) TO REVIEW THE CITY ATTORNEY. THE COUNCIL WILL NOT MAKE ANY DECISIONS ON THE AGENDA ITEMS AT THE WORK SESSION. THE WORK SESSION WILL BE HELD IN CONFERENCE ROOM "C" AT THE NEWBERG COMMUNITY HOSPITAL.

THE WORK SESSION WILL BE FOLLOWED BY THE CITY COUNCIL MEETING WHICH WILL BE HELD AT NEWBERG PUBLIC LIBRARY BEGINNING AT 7:30 P.M.

DATED THIS 14TH DAY OF AUGUST, 1990.

DUANE R. COLE,
CITY RECORDER

\wsnote

Monday, 7:30 p.m.

May 7, 1990

MINUTES OF A REGULAR MEETING
OF THE NEWBERG CITY COUNCIL

Newberg Public Library

Newberg, Oregon

The meeting was called to order by Mayor Elvern Hall.

ROLL CALL:

PRESENT: Roger Gano Jack Nulsen, Jr.
Alan Halstead Donna Proctor
Donna McCain Joe Young
C. Eldon McIntosh

STAFF PRESENT: Duane R. Cole, City Manager
Terry Mahr, City Attorney
Dave Bishop, Chief of Police
Dennis Egner, Planning Director
Bert Teitzel, Director of Public Works
Katherine Tri, Finance Director

OTHERS PRESENT: Mary Newell, Asst. City Recorder
Keith Fredrickson, Graphic
John Winos, Graphic
Mark McDevitt, TCI Cablevision

APPOINTMENT TO FILL VACANCY ON CITY COUNCIL:

Mayor Hall requested all candidates for the Council position to state their qualifications and indicate how and why they can serve the City. Candidates were called in alphabetical order.

Frank Loitz: 20-year resident of the area, 2-year resident in the City. Served a four-year term on the school board, where he sat on several committees, i.e. budget, personnel, insurance, physical plant, and maintenance. Would like an active role in guiding and shaping the City's future. Experienced and knows the importance of leadership, building consensus, and participation in the decision making process.

John Lyda: 30+ year resident of Newberg. Served on the Planning Commission for five years. Feels he can best serve the community as a member of the City Council.

Bert Pennock: 10-year resident of the City. Served on the TCI

III-1

(1)

Cable Commission and is an active member of the Budget Committee. Feels that his experience would be beneficial to the City and that he has the time necessary to apply to the job.

Martin McIntosh: Newberg is his home. Wants to take part in Newberg's development and the changes he foresees for the future. Served on the Safety Commission and is currently an active member on both the Budget Committee and Planning Commission.

Ed Savage: Read a prepared statement of qualifications which was made part of the permanent record.

Rick Rementeria: No comments. Candidate was absent from the Council meeting. Mayor Hall reminded Council that Mr. Rementeria was a past member of the Council and currently sits on the Budget Committee.

After candidates had voiced their qualifications for the Council position, they entertained questions from the Council.

Councilor Gano: What is your position on the tax base that the City has on the ballot the following week?

Loitz:	Support
Lyda:	Opposed
McIntosh:	Support
Pennock:	Support
Savage:	Opposed

Councilor McCain: Are you willing to run for reelection when this term expires?

Loitz:	Yes
Lyda:	Will try it out first
McIntosh:	Yes
Pennock:	Yes
Savage:	Maybe

Councilor Proctor questioned Marty McIntosh on how would he deal with the public's perception of the father/son sitting on the Council and whether the fact that his father was a member of the Council would conflict or interfere with his duties on the Council. Mr. McIntosh answered that he had given this situation serious consideration and did not feel that their father/son relationship would conflict or in any way sway his own decisions on issues. Regarding the perception of the citizens to the father/son relationship, he could not address that issue.

Councilman McIntosh, indicating that he would like to see his son fill the vacant Council seat, said he would abstain from voting in the event his son was nominated.

Nomination: Young nominated John Lyda.
Nomination: Gano nominated Rick Rementeria.
Nomination: Proctor nominated Frank Loitz.
Nomination: McCain nominated Marty McIntosh.
Nomination: Nulsen nominated Bert Pennock.
Nomination: Halstead nominated Ed Savage.

Mayor Hall called for a vote on the nominations by a show of hands.

VOTE: Lyda - 0
Rementeria - 3, Gano/Halstead/McIntosh
Loitz - 0
McIntosh - 1, McCain
Pennock - 3, Nulsen/Young/Proctor
Savage - 0

The City Attorney advised the Mayor that he could call for a vote between the two candidates with the tie vote. He noted that the Council could question the ruling on this matter; however, he did not feel there was another way to determine the outcome.

Mayor Hall called for a run-off vote between Pennock and Rementeria

VOTE: Pennock - 3, Nulsen/Young/Proctor
Rementeria - 4, Gano/Halstead/McIntosh/McCain

By a vote of 4-3, Rick Rementeria was voted in as the person to complete the term of Tommy Tucker due to expire 12/31/90.

CONSENT CALENDAR:

Councilman Gano noted a correction to the minutes on Page 12: "the" to "he."

Motion: Gano/Halstead to adopt the Consent Calendar with correction to minutes. (Unanimous)

1. Approve minutes from adjourned Council meeting on April 17, 1990. (Disposition: Adopted with correction)
2. Proclamation declaring the week of May 13-19, 1990, as National Nursing Home Week. (Disposition: Placed on File)
3. Proclamation declaring the week of May 14-20, 1990, as Safe Kids Week. (Disposition: Placed on File)
4. Resolution authorizing the City to transfer and reappropriate funds within the General Fund and CIP-CCRLS

Fund. (Disposition: Resolution No. 90-1550 adopted)

REQUESTS AND COMMUNICATIONS FROM FLOOR:

1. Letter from Attila Toth regarding Sister City relationship with Newberg and Salgotargan, Hungary.

Mayor Hall said that a successful Sister City program involves not only the Council, but also needs the involvement of the community -the Chamber of Commerce, businesses, and citizens.

It was noted that a sister city relationship had been discussed in the past, but the city of Newberg does not at present have a sister city.

Councilor Gano suggested that the City Manager, as a member of the Chamber Board, should take this request to the Chamber to ask for input and pursue the community interest for a sister city and report back to Council. Mr. Cole indicated that he would present the matter before the Chamber Board.

PUBLIC HEARINGS:

1. APPELLANT: Kenneth E. Lite, Jr.
300 Mountainview Ct.
REQUEST: Appeal of a preliminary plat approval to subdivide a 5.8-acre parcel into 25 single-family lots.
LOCATION: East of an extension of North Main and west of Melody Lane
TAX LOT: 3218-AB-100, in Zone R1, Low-density Residential
COMP PLAN: LDR, Low-density Residential; OS, open space
FILE NO: S-1-90
CRITERIA: Subdivision Ordinance No. 1950, Section 24

There were no abstentions or objections to the Council's review of this matter.

Mr. Mahr, City Attorney, advised Council that a question had been raised regarding whether the hearing would be on the record or oral testimony taken. He said that this type of appeal is not specifically addressed in the ordinance. He noted that the Planning Department had told the appellant that he could testify at the hearing and suggested he would be in favor of both the appellant and the applicant being allowed to address the Council.

Mr. Egner, City Planner, delivered the Staff report as contained in the Council packet. He presented a video to acquaint Council with the site and surrounding area which is the subject of the appeal. He noted that the appellant did not appeal this issue a

III-1

(4)

year ago because Mr. Lite was not a resident of the area at that time. He summarized the the nature of the appeal, noting that the appellant was concerned about how the drainageway is being treated and how the City's Comprehensive Plan policies are being interpreted.

Mr. Egner noted that when the Comprehensive Plan implementing ordinances were originally adopted, the open space designation was somewhat controversial and there had been some discussion back and forth between DLCDC and the City. Mr. Egner stated that the open space section was primarily implemented through the General Hazard Overlay Zone, and that this is one of the few areas in the City where the open space plan designation exists without the general Hazard Overlay Zone. He said that in looking back over the acknowledging materials from DLCDC regarding the Comprehensive Plan, DLCDC acknowledged Newberg's Comprehensive Plan and implementing ordinances with the General Hazard designation as the primary means of implementing its open space policies. That implies that you shouldn't apply as much weight to open space policies in other areas not having the General Hazard overlay.

Mr. Ken Lite, appellant and hydrogeologist, corrected Staff on two points: (1) he is not new to the area, just to Mountainview Court; and (2) there is an implementation ordinance dealing with flood hazards, mainly geologic hazards, which also implements the open space ordinance. He pointed out a couple additional inaccuracies that was in the Staff Report:

(1) Mr. Lite did meet with the developer and engineer on the site, and it was not his solution to move N. Main Street leading to the conclusion that the developer would have to buy more property. Mr. Lite stated that his solution was to move the road to the east and allow the drainageway to continue along the back yards.

(2) Mr. Lite does not believe the Planning Commission's decision did much to balance the conflicting policies of the Comprehensive Plan to make more houses available and still preserve the natural drainageways.

Mr. Lite stated that the main issue of his concern is that the proposed plan calls for the destruction of the east fork of the Chahalem Creek, a natural drainageway that is currently identified as Open Space in the Newberg Comprehensive Plan. He said that the destruction of that stretch of the creek violates several open space policies in general and open space policy No. 5 specifically. Mr. Lite suggested that the area could be developed to 19 lots, while still maintaining the natural drainageway and some of the associated natural habitat. He elaborated on two points:

III-1

(5)

1. That property with a 55% open space designation would not be a first choice for development with so much other buildable space available within the Urban Growth Boundary.
2. Although the developer has a plan to deal with the surface water on the site, Mr. Lite does not believe the developer has considered the reason the site is wet and swampy. Mr. Lite feels that the swampy site is a natural discharge point for groundwater, a natural wetland.

He said he believes the developer misrepresented the plan to the Planning Commission. Mr. Lite stated that throughout the staff report the drainage course was referred to as a drainage ditch and not as the natural drainageway that it is. Further, he stated, there was no evidence offered to support that the fact that the drainage course was a ditch and not a natural drainageway.

Mr. Lite passed around photographs depicting the site, water fowl, and habitat of the area. Using a geographical map, he pointed out for Council the difference between a drainageway and a drainage ditch.

Mr. Lite voiced disagreement with a conclusion in the Staff report which concluded that the open space designation referred exclusively to the trees on the site. He stated that the aerial extent of the open space designation throughout Newberg is coincident with the drainageways of Chahalem and Hess Creeks. He said the open space policies and the Comprehensive Plan speak specifically to natural drainageways and their associated habitat, not merely the trees. He indicated that the Planning Commission was misled when they thought they had adequately addressed the open space policy as staff had erroneously represented it to them.

In summary, Mr. Lite suggested a compromise, i.e. refer the item back to the Planning Commission to seek a balance between the policy for increased housing and the policy to preserve the natural drainageways that have been previously identified in the Comprehensive Plan.

Councilor Gano asked how Mr. Lite determined that Chahalem Creek is a drainageway and not a drainage ditch? Mr. Lite indicated that he had observed it on one of the many maps located in his office.

There being no one else wishing to speak in favor of the appeal, Mayor Hall called the opponents forward.

Mark Greenfield, 2000 One Main Place, 101 SW Main Street, Portland, representing the Applicant. Mr. Greenfield indicated

that a proper interpretation of Newberg's Comprehensive Plan would render the appeal irrelevant because the open space policies do not apply to this property since the property does not fall under the open space designation. He pointed out that the appeal is very narrow in scope, essentially relating to open space issues. He quoted ORS 197.763 as limiting Council's deliberations to those issues.

Jerry Green, planner and engineer representing Pacific Empire Builders, gave Council a brief overview of the project. He stated that it is their contention that the boundary on the west line of the property is a drainage ditch and not a natural occurrence. He said that the the original drainageway was somewhere to the east and a drainage ditch had been aligned along the west boundary line some time in the past. He suggested that the soggy area is probably a drainage basin which collects surface water that drains there.

He stated that Pacific Empire Builders, when developing the property, decided that taking the water underground and connecting it with an existing storm drain on the south end of the property would be the best approach. He said there were several reasons for this decision: aesthetics, maintenance, safety, and economics. The plan, he said, as to clean the area of brush, save healthy trees, and add additional landscaping to the area where the ditch was to be filled in, and includes a pond on the north end to satisfy some of the open space requirements. He offered a letter from the State Lands Division stating that this area had not been identified as a wetlands and is not under state jurisdiction.

Mark Greenfield said that because the applicant had concerns with the conflict between the large open space designation on the site and the underlying zoning which allows for more intense development, his firm researched the legislative history of the Comprehensive Plan. He indicated that these documents have been supplied to the Planning Department for their records and information. What they found, he said, is that this conflict had been identified in 1979 by LCDC when it looked into the Comprehensive Plan, and that the City had resolved the conflict in the manner that restricted the scope of how open space is applied in Newberg by tying it in with a general hazard ordinance. Mr. Greenfield elaborated on the findings of his research. He argued that there is no area on this property which is located higher than 20% in slope into a drainageway, therefore allowing development in the open space. Also, the property itself is not in any area that has an overlay of General Hazard or floodplain. Mr. Greenfield further indicated that the applicant had agreed to add a pond and more open space to better conform with the open space requirements.

III-1

(7)

In summary, Mr. Greenfield stated that the open space policy does not apply to this site because it is not within the General Hazard or Floodplain overlays. Consequently, the arguments based on open space violations are incorrect because those policies apply only to those areas that are in floodplains or drainageways which are protected through the General Hazard and Floodplain ordinances. He noted that despite the fact that the open space policy does not apply to this property, the applicant has agreed to build a pond and to provide some open space to the property so it more than satisfies the needs of the Comprehensive Plan.

Responding to a question from Mr. Lite, Mr. Green indicated that he had no factual data to confirm that the drainage course was a ditch and not a drainage way. He said he based his opinion on visual observation -- it runs directly along the western boundary -- and due to the age and condition of the trees. Further, he stated, he knew of no data to indicate that the water course was a drainageway or a ditch.

Responding to questions from Mr. Young, Mr. Green outlined the underground path that the drainage would take through the site and connecting it to Buckley's subdivision. Regarding the pond, Mr. Green said that the proposed pond is designed as a detention pond to hold runoff water at peak times and was not to be considered a duck pond.

Mr. Lite asked Mr. Green to address the problem of flooding. Mr. Green indicated that he did not know if the area flooded or not, but that it did get marshy during the winter. He felt it was due to stormwater runoff which had no place to go due to the fact that the ditch had been moved from its original course.

Noting that he lives in the area and has young children, Bert Pennock expressed concern with the idea of a pond on the site. Mr. Green circulated a diagram to give Council a conceptual idea of how the pond could be constructed. He indicated that the pond is to be approximately three feet deep, with riprap on bottom, will not be fenced and will be part of one of the lots.

Tom, 513 Melody Lane, stated that the stormsewer is not sufficient to handle the runoff and confirmed that the area suffers extensive flooding. Mr. Green indicated that by using good engineering practices, the concern about flooding will be addressed and the flooding eliminated.

Councilor Gano asked the applicants to address the wildlife issue. Mark Greenfield stated that the area had not been addressed in the Comprehensive Plan as a wildlife area.

Mr. Lite stated for the record that he is not opposed to the development of the property, but he feels the property can be

developed with the drainageway and habitat left intact.

Mr. Egner, Planning Director, recommended Council reject the appeal and uphold the Planning Commission's decision.

Mayor Hall declared the public hearing closed.

Motion: Halstead/Gano to affirm the decision of the Planning Commission based on the findings. **(Unanimous)**

Councilor Young left the meeting at 9:05 p.m

Councilor Gano asked Mr. Curt Walker about the timing of development of the property and tying the development into a future LID on Melody Lane. Mr. Walker indicated that their intent is to move as quickly as possible and be under development within 90 days.

Mr. Teitzel, Public Works Director, indicated that they would need to contact the water district immediately to proceed with the water/sewer LID.

Motion: Gano/McIntosh to direct Staff to proceed immediately towards a LID project for Melody Lane and maintain close contact with Mr. Walker, and in no way hold up Mr. Walker from his development. **(Unanimous)**

Mr. Teitzel asked Council if their intent was to initiate the LID and have a public hearing. The Council was in agreement that this was the only way the LID would get done.

2. APPLICANT: Lumbermens/Aimee Garrigus
CONTACT: Michael Murphy
OWNER: Hopp Insurance Agency, Inc./Aimee Garrigus
REQUEST: A zone change from C-3, Central Business District, to C-2, Community Commercial, to allow building supply storage and sales
LOCATION: 812 E. First Street
TAX LOT: 3219-AA-8200, 3219-AA-8400
PLAN
DESIGNATION: Commercial

Councilors McIntosh, McCain and Proctor stated for the record that they all insure with Mr. Hopp but did not feel that their relationship with Hopp Insurance Agency would in any way affect their votes.

Councilor Gano indicated that he also insures with Mr. Hopp, but also wished to make it known to Council that his mother lives in the neighborhood and has concerns about Lumbermen's use of vehicles around that neighborhood. He stated that he would not

abstain from voting.

There being no objection to the Council's jurisdiction on the matter, the hearing continued.

Mr. Mahr, City Attorney, reminded Council that Mr. Halstead does business with Lumbermen's but felt that he would not be influenced by his association with the company. Mr. Halstead concurred.

For the record, Mr. Mahr indicated that tonight's testimony should be limited to matters already in the record.

Directing Council's attention to the Council Packet, the Planning Director presented the staff report. He identified the property involved in the zone change, noting that the zone change is necessary in order to use the lot for an extension of Lumbermen's nonconforming use. Mr. Egner outlined the history surrounding this request and reminded Council of their recent adoption of an ordinance allowing building supply stores in a C-2 zone. Mr. Egner passed around photographs of the site for Council's review.

Michael Murphy, 19140 River Road, St. Paul, Manager of Lumbermen's, indicated that Lumbermen's made the request for a zone change from C-3 to C-2 in order to accommodate the growth of the community. He stated that they decided to expand in the existing area since economics would not allow the business to relocate to a new location. He said that Lumbermen's is a retail business like many other retail businesses located in the downtown area, the main differences being the type of product sold and the fact that Lumbermen's is more land extensive than most businesses. He noted that Lumbermen's was a very stable part of the downtown area and has been for a number of years.

Mr. Murphy requested that Council approve their request for a zone change from C-3 to C-2 and requested that the Council vote by emergency ordinance so that Lumbermen's could proceed immediately with their plans.

There being no further testimony, Mayor Hall closed the public hearing.

Councilor Nulsen asked Mr. Murphy if Lumbermen's had purchased the lot. Mr. Murphy indicated that Lumbermen's would be leasing the property.

Responding to Councilor Gano, Mr. Murphy said that Lumbermen's would access the lot through a gate cut into the building, moving across the alley, and into the new lot. He stated that the property would be fitted with chain-length fence, with vinyl slats woven across the front side for aesthetic reasons. The

fence is proposed to be eight feet high on the Front Street side and six feet high on the other three sides.

Councilor Gano expressed concern with vandalism on the premises and difficulty for law enforcement due to lack of access. Mr. Murphy indicated that using the lot would eliminate some of the vandalism and that the Police Department had said they did not see any problem with the proposal.

Mr. Egner indicated that no objections to the proposal had been received from any public agencies. He noted, however, that one letter of opposition had been received which was included in the Council packet.

Councilor Gano stated that he personally had viewed the problems experienced by neighbors from trucks belonging to Lumbermen's. Some of his concerns were problems resulting from trucks cutting corners in parking areas and gouging lawns, and parking problems associated with the business.

Mr. Egner indicated that the staff recommendation is to reject the appeal and uphold the Planning Commission to deny the original zone change request and to initiate a process to establish and allow the uses of conditional use, based on findings of fact, the testimony and the record. He said that Staff had an additional recommendation that Council authorize a refund of the filing fund for the appeal based on some miscommunication with the applicant during the appeal process.

Mayor Hall closed the public hearing.

Motion: Nulsen/Proctor to allow the zone change from C-3 to C-2 and to deny any request for any request of the appeal fee.

Mr. Gano asked Mr. Egner whether his text amendment would allow Lumbermen's to immediately move ahead with their request while the City and Planning Commission makes the ordinance changes? Mr. Egner indicated that it would be approximately one month from the date of this hearing.

Mr. McIntosh questioned whether it would be feasible to rezone Center Street to River Street, between First and Hancock. Mayor Hall indicated that this question is not part of the hearing.

Council called for the question. Mr. Nulsen repeated the motion: to approve a zone change from C-3 to C-2 on Tax Lots 8200 and 8400 and to deny the \$100 reimbursement for appeal fee.

Mr. Mahr noted that the motion should probably be to direct Staff to prepare an ordinance with findings of fact to that effect. Councilors Nulsen and Proctor concurred and the motion was

amended to include the directive to Staff.

VOTE: Yea - Nulsen, Proctor, and McIntosh. Nays - Gano, Halstead, and McCain. Mayor Hall voted against the motion.

Councilor Halstead indicated that the basic difference between C-2 and C-3 is the off-street parking issue.

Mr. Gano stated that he did not want Lumbermen's to leave, but if they did he would like to be able to enforce the C-3 zoning on the new occupant.

Mr. Mahr indicated that larger corporations like Lumbermen's do not like to (1) violate the zoning ordinances and (2) do not make investments on property which may not go the way they anticipate. If Lumbermen's were certain that this issue would be passed by Council, they probably would not act on it until the appeal period had expired.

Councilor McIntosh asked if there would be a problem with putting the C-2 designation on the property and rezoning it to C-3 in the event the property were vacated by Lumbermen's. Councilman Nulsen agreed that Council could do it this way. Duane Cole pointed out that it might be difficult in the future to remove the less restrictive zoning on a parcel on First Street.

Mr. Egner indicated that it would take approximately 2 months for the conditional use process to go through.

Motion: Gano/McIntosh to reconsider the previous question.
(Unanimous)

Motion: Gano/Nulsen to approve Councilor Nulsen's previous motion. **(Unanimous)**

3. **APPLICANTS:** Edwin & Esther Browne
Pauline Hall by Josie Rose
Richard & Ardith Burnett
Marian Johnson
REQUEST: Formation of an LID on Sunset Drive and
authorize bids to be received on the project.
LOCATION: 6098, 609, 612, and 613 Sunset Drive
TAX LOTS: 3207-DB-200, 300, 400, and 500

There were no abstentions or objections to Council's jurisdiction.

Ed Brown, indicated that all the neighbors are in agreement about joining the sewer and asked when it would happen.

The Public Works Director indicated that the ad for the LID would

be in the next day's newspaper, the bid awarded in June, and construction would start in July. He said this was the earliest that the LID could be accomplished.

Mayor Hall explained the LID process for those in the audience.

Esther Brown indicated that she had understood that the LID was to have happened earlier and that the difference will cost them \$125 more than the original quote. Mr. Teitzel stated that he did try to get the developers in the subdivision at the rear of these properties to construct the sewers but the he could not get unanimous consent from the property owners.

Mayor Hall closed the public hearing.

Motion: Gano/Proctor to form an LID for Sunset Drive Project.
(Unanimous)

Motion: Nulsen/Proctor to adjourn. (Unanimous)

REPORT FROM CITY MANAGER: Continued to May 22, 1990

REPORT FROM CHAMBER OF COMMERCE: Continued to May 22, 1990

REPORT FROM YAMHILL COUNTY COMMISSIONER: Continued to May 22, 1990

NEW BUSINESS: Continued to May 22, 1990

OLD BUSINESS: Continued to May 22, 1990

The meeting adjourned at 10:00 p.m.

Duane R. Cole, City Recorder

ATTEST:

Elvern Hall, Mayor

III-1

(13)

CITY OF NEWBERG
APPLICATION
FOR POSITION ON
COMMITTEE COMMISSION-BOARD

Committee, Commission or Board Applying For: Traffic Safety

Name: Richard McCabe Home Phone: 538-6887

Address: 2901 E 2nd St 96 Work Phone:
Newberg Oreg.

Are you a registered voter? Yes

Do you live within the city limits? Yes

How long have you lived at the above address? 3 years

Previous Address: 2713 Walnut Ave How long? 7 years

Occupation: Retired Employer:

Spouse's Name: Dorwonn McCabe

Spouse's Occupation: Retired Employer:

Date: June 29, 1990 Richard McCabe

(Signed)

Why do you want this position? (Continue on back or separate sheet if needed.) Be of Service to this Community

III-2

FOR OFFICE USE

Position Appointed To: _____

Date Of Appointment: _____ Term Ending: _____

Reappointed: _____ Term Ending: _____

Second Reappointment: _____ Term Ending: _____

Resignation or Maximum Term Date: _____

REQUEST FOR COUNCIL ACTION

DATE SUBMITTED: August 10, 1990 _____ MOTION
DATE ACTION REQUESTED: August 21, 1990 X RESOLUTION
_____ ORDINANCE
_____ INFORMATION

SUBJECT: NEWALL ADDITION WATER SYSTEM
LOCAL IMPROVEMENT DISTRICT

RECOMMENDATION: I recommend that the City Council approve the Resolution authorizing the formation of the L.I.D. and setting a public hearing. The Public Works Committee recommended approval at their August 9, 1990 meeting.

BACKGROUND: Attached is the City Engineer's report which lays out the project, the property owners to be assessed, the estimated cost of the project and estimated cost for each property owner, and the recommended assessment method. This is a Water System Improvement which will serve 37 existing and potential properties.

We are recommending an equal lot assessment of \$2,891.89 for a total project cost of \$107,000.00.

Also attached to this memorandum is a schedule outlining when the public hearing, bid advertisement and construction will take place.

COST: There is no cost to the City for this project. It is totally an assessment project.


Bert S. Teitzel, Director of Public Works


Duane R. Cole, City Manager

RESOLUTION NO. 90-1571

A RESOLUTION APPROVING THE CITY ENGINEER'S REPORT FOR THE HADLEY WATER DISTRICT LOCAL IMPROVEMENT DISTRICT TO SERVICE THE LOTS WHICH ARE ALL LOCATED IN THE NEWALL ADDITION SUBDIVISION, ORDERING PUBLICATION AND MAILING OF NOTICE FOR PUBLIC HEARING ON SAID LOCAL IMPROVEMENT DISTRICT AND SETTING THE DATE OF SUCH HEARING FOR SEPTEMBER 18, 1990.

WHEREAS, the City Engineer has prepared a report and the report contains all the information specified in Section 2 of Ordinance No. 1348 dealing with Local Improvement Districts; and

WHEREAS, the City Council has reviewed such report at its August 21, 1990 City Council Meeting.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Newberg, Oregon, as follows, to wit:

1. The City Engineer's report, as submitted or modified, is hereby approved by the City Council.
2. The City Council declares its intention to make the improvement.
3. The City Council will have a hearing on September 18, 1990 at 7:30 p.m.
4. The City Recorder shall give notice of said hearing and said proposed improvements by two publications one week apart in the Newberg Graphic and by mailing copies of such notice by certified mail to the last known address of each recorded owner of the property to be assessed.

ADOPTED by the City Council of the City of Newberg, Oregon, this 21st day of August, 1990.

Duane R. Cole, City Manager

III-3

(16)

NEWALL ADDITION LOCAL IMPROVEMENT DISTRICT NO. 90-2

CITY ENGINEER'S REPORT

August 13, 1990

PURPOSE

The purpose of this Local Improvement District is to provide financing for the replacement of the Newall Addition water system.

Newall Addition is presently served by the Hadley Water District. The existing water line is a 2 inch galvanized pipe that is leaking in several places. It is no longer economical to repair all the leaks and the Hadley Water District has requested that the City form a Local Improvement District to replace the line.

ASSESSMENT DISTRICT

The attached map depicts the extent of the water line project and the properties to be assessed.

COST ESTIMATE

The estimated cost of the project is \$107,000.

ASSESSMENT METHOD

The recommended method of assessment is for each property to pay an equal share of the total costs. A home on an average lot will pay 1/37 of the total cost. Vacant lots will be assessed for the amount of potential building sites for the size of the lot. An adjustment will be made for vacant properties that will not get a service tap. Those properties will receive a tap if one is requested or when building occurs.

OUTSTANDING ASSESSMENTS

There are no outstanding assessments attached to the properties within the assessment district.

SYSTEM DEVELOPMENT CHARGE

Existing homes in the Newall Subdivision will not be charged a system development charge. Future hook-ups to new homes will be charged a sewer development charge of \$850.00.

III-3

(17)

NEWALL ADDITION L.I.D.
SCHEDULE

DATE	DESCRIPTION
August 10	Engineer's Report to Community Development Comm.
August 21	Council approves Engineer's Report.
August 29	Mail notices of public hearing by Certified Mail to L.I.D. properties.
August 29 - Sept. 5	Announcement in the Graphic for two weeks.
September 18	Council hears objections to the L.I.D. Council moves to proceed with the improvement. Council passes an assessment ordinance. Adopts method of assessment. Directs the City Engineer to call for bids.
September 26	Advertise for bids.
October 3	Open bids.
November 5	Council approves bid, awards contract.
November 7	Letter of Award, Notice to Proceed.
November 19	Begin Construction.
January 18	End Construction.
February 1	Approximate date of Notice of Assessment by Certified Mail and Notice in Graphic.

III-3

(18)

ENGINEER'S ESTIMATE AND QUANTITY SUMMARY

PROJECT: NEWALL ADDITION WATER SYSTEM L.I.D. NO 90-2

DATE: August 10, 1990

BY: L. Anderson

ITEM	DESCRIPTION	QUANTITY	UNIT	PRICE	AMOUNT
1.	Mobilization		L.S.		5,000.00
2.	Ductile Iron Water Main Installed Includes Valves and Fittings				
	a. 8"	1850	L.F.	14.50	26,825.00
	b. 6"	20	L.F.	11.50	230.00
	c. 1 1/2" Copper	50	L.F.	7.00	350.00
3.	Copper Service Laterals Installed				
	a. 3/4"	380	L.F.	7.50	2,850.00
	b. Service Connection - includes tap, connection to meter and brass fittings	37	EA	150.00	5,550.00
4.	Excavation and Class B Backfill	2250	L.F.	8.50	19,125.00
5.	Install fixtures and assemblies				
	a. Fire Hydrants	2	EA.	1,250.00	2,500.00
6.	Disconnect existing 2" water main from 10" main	2	EA.	300.00	600.00
7.	Sawcut Asphalt	4000	L.F.	1.00	4,000.00
8.	Asphalt Replacement	1300	S.Y.	15.00	19,500.00

III-3

(19)

ITEM	DESCRIPTION	QUANTITY	UNIT	PRICE	AMOUNT
9.	Landscape Restoration	Lump Sum		1,500.00	1,500.00
10.	Leakage Testing and Chlorination	2250	L.F.	.50	112.50
11.	Clean-up	Lump Sum		1,000.00	1,000.00
	SUBTOTAL				89,142.50
12.	Engineering and Administration	10%			8,914.25
13.	Contingencies	10%			8,914.25
	TOTAL				106,971.00

III-3

(20)

TAX LOTS CURRENTLY LISTED IN THIS REPORT

TAX LOT NO.	PROPERTY ADDRESS	OWNER	OWNER ADDRESS	
3216CA-00200 00	HADLEY RD N	NEWALL, K & E AND	BROTHERS, G	1321 NE NEWALL RD NEWBERG OR
3216CA-00290 00	HADLEY RD N	CARTER, F	445 3RD ST	MCMINNVILLE OR 97128
3216CA-00300 00	1321 NEWALL RD N	BROTHERS, S & G	1321 NEWALL RD	NEWBERG OR 97132
3216CA-00400 00	1317 NEWALL RD N	BERNARD, K & M	1317 NEWALL RD	NEWBERG OR 97132
3216CA-00500 00	1313 NEWALL RD N	CARR, J & Y	1313 NEWALL RD	NEWBERG OR 97132
3216CA-00600 00	1305 NEWALL RD N	HOLT, G & L	1305 NEWALL RD	NEWBERG OR 97132
3216CA-00700 00	1213 NEWALL RD N	NEWELL, K & M	1213 NEWALL RD	NEWBERG OR 97132
3216CA-00800 00	1205 NEWALL RD N	DERRY, L	1205 NEWALL RD	NEWBERG OR 97132
3216CA-00900 00	1113 NEWALL RD N	GALLOWAY, O & L	1113 NEWALL RD	NEWBERG OR 97132
3216CA-01000 00	1105 NEWALL RD N	TOMPkins, B & L	1105 NEWALL RD N	NEWBERG OR 97132
3216CA-01100 00	1101 NEWALL RD N	MELHOFF, G & N	% ODVA	700 SUMMER ST SALEM OR 97
3216CA-01200 00	1013 NEWALL RD N	MASON, W & S	1013 NEWALL RD	NEWBERG OR 97132
3216CA-01300 00	1009 NEWALL RD N	PFUND, L	PO BOX 516	NEWBERG OR 97132
3216CA-01400 00	1005 NEWALL RD N	SWAN, C & M	1005 NEWALL RD	NEWBERG OR 97132
3216CA-01500 00	1004 NEWALL RD N	JAMES, R & B	1004 NEWALL RD	NEWBERG OR 97132
3216CA-01600 00	1100 HADLEY RD N	BAIRD, R & M	BY FMHA	1100 HADLEY RD N NEWBERG OR
3216CA-01700 00	HADLEY RD N	ABBOTT, D	32555 NE OLD PARRETT MTN	NEWBERG OR 97132
3216CA-01701 00	HADLEY RD N	ABBOTT, D	32555 NE OLD PARRETT MTN	NEWBERG OR 97132
3216CA-01800 00	1204 HADLEY RD N	WOOLEN, C & S	1204 HADLEY RD	NEWBERG OR 97132
3216CA-01900 00	1208 HADLEY RD N	WYATT, C	BY FIRST INTERSTATE BANK	PO BOX 3131 PORTLAND OR
3216CA-02000 00	1300 HADLEY RD N	JOHNSON, E & I	1300 HADLEY RD	NEWBERG OR 97132
3216CA-02100 00	HADLEY RD N	WYATT, C	1208 HADLEY RD	NEWBERG OR 97132
3216CA-02190 00	3777 PORTLAND RD	ABBOTT, D	32555 NE OLD PARRETT MTN	NEWBERG OR 97132
3216CA-02200 00	1308 HADLEY RD N	JOHNSON, C & D	1308 HADLEY RD	NEWBERG OR 97132
3216CA-02300 00	1400 HADLEY RD N	READ, D	1400 HADLEY RD	NEWBERG OR 97132
3216CA-02400 00	1408 HADLEY RD N	MCDONALD, H & S	1408 HADLEY RD	NEWBERG OR 97132
3216CA-02490 00	HADLEY RD N	MCDONALD, H & S	1408 HADLEY RD	NEWBERG OR 97132
3216CA-02500 00	1104 NEWELL RD N	SPIVEN ENTERPRISES	1204 HAWTHORNE LOOP	NEWBERG OR 97132
3216CA-02501 00	NEWALL RD N	SPIVEN ENTERPRISES	1204 HAWTHORNE LOOP	NEWBERG OR 97132
3216CA-02600 00	1208 NEWALL RD N	HARWOOD, R & L	1208 NEWALL RD	NEWBERG OR 97132
3216CA-02700 00	1216 NEWALL RD N	WINDSOR, G & M	1216 NEWALL RD	NEWBERG OR 97132
3216CA-02800 00	1304 NEWALL RD N	REED, J & L	1304 NEWALL RD	NEWBERG OR 97132
3216CA-02900 00	1309 HADLEY RD N	BELLINGER, B & A	1309 HADLEY RD	NEWBERG OR 97132
3216CA-03000 00	1301 HADLEY RD N	REMLEY, G & V	1301 HADLEY RD	NEWBERG OR 97132
3216CA-03100 00	1209 HADLEY RD N	VOLL, E & T	1209 HADLEY RD	NEWBERG OR 97132
3216CA-03200 00	HADLEY RD N	BOWERS, D & S	1205 HADLEY RD	NEWBERG OR 97132
3216CA-03200 01	1205 HADLEY RD N	BOWERS, D & S	1205 HADLEY RD	NEWBERG OR 97132
3216CA-03200 02	1208 HADLEY RD N	BOWERS, D & S	1205 HADLEY RD	NEWBERG OR 97132
3216CA-03300 00	1113 HADLEY RD N	PROO, K	1113 NE HADLEY RD	NEWBERG OR 97132
3216CA-03400 00	1109 HADLEY RD N	WONG, R & M	1109 HADLEY RD	NEWBERG OR 97132

III-3

(22)

REQUEST FOR COUNCIL ACTION

DATE SUBMITTED: August 9, 1990

DATE ACTION REQUESTED: August 21, 1990

 MOTION
 x RESOLUTION
 ORDINANCE
 INFORMATION

SUBJECT: CCRLS Intergovernmental Agreement Contract Amendment for FY 1990/91

RECOMMENDATION: Approve the contract amendment and approve Resolution No. 90-1572 authorizing the City Manager to sign the contract amendment for library services through CCRLS.

BACKGROUND: The City has contracted for library services with Chemeketa Community College since the beginning of CCRLS. With the approval of this amendment, the contract approved on February 23, 1990 will continue to be in effect for FY 1990/91.

The contract amendment changes the basis of reimbursement to the City for service to CCRLS patrons from a flat fee for each card issued to a reimbursement based on the number of circulations and renewals made to CCRLS district residents.

The amendment also reestablishes the contract payment date as December 15 of each year the agreement is in effect.

COST: The cost for FY 90/91 is \$5,200. This is the same amount as last year. It has been budgeted in account 1-455.431.

Income received under the contract and under the use based reimbursement basis is estimated to be \$2,900. This is up from the \$1,700 that was received in FY1989/90 under the flat fee for library cards issued.

Doreen Dupen
Department Head Signature

Duane R. Cole
Duane R. Cole - City Manager

III-4

(23)

RESOLUTION NO. 90-1572

A RESOLUTION AUTHORIZING THE CITY MANAGER TO SIGN THE CCRLS INTERGOVERNMENTAL AGREEMENT CONTRACT AMENDMENT TO ORIGINAL CONTRACT NO. 83-33-031.

WHEREAS, Chemeketa Community College and the City of Newberg have in prior years entered into a contract for certain library services; and

WHEREAS, the City's participation in the Regional Library Service is of considerable benefit to City residents; and

WHEREAS, the cost for fiscal year 90-91 is \$5,200 and this amount has been budgeted in the current fiscal year; and

WHEREAS, the City receives income from this contract estimated to be \$2,900 during fiscal year 90-91.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Newberg, that the City Manager be authorized to sign addendum #1 of Intergovernmental Contract #83-33-031 with Chemeketa Community College for 1990-91.

APPROVED this 21st day of August, 1990.

Duane R. Cole, City Recorder

s:\shared\ccrls

III-4

(24)

INTERGOVERNMENTAL AGREEMENT CONTRACT AMENDMENT

1. This contract is between Chemeketa Community College, hereinafter called COLLEGE, and NEWBERG, OREGON, hereinafter called CITY.
2. Addendum number one (1) to original contract number 88-33-031.
3. The contract entered into on February 23, 1990, between the COLLEGE and CITY shall be amended as follows:

Section 4.0 CONSIDERATION, paragraphs 2 and 3, is changed to read as follows:

The College will make the following payment to the CITY as compensation for the City providing nonresident library service for residents of the COLLEGE District at no charge. Payments in 1990-91 shall be based on circulation and renewals of CITY materials as counted by the CCRLS automated integrated library system. CITY shall be reimbursed for each circulation and renewal of its materials to district residents outside its CITY boundaries, but within the COLLEGE district. Of the \$290,000 designated for reimbursement among CCRLS libraries in 1990-91, \$72,500 shall be paid each quarter. CITY'S share of each quarter's reimbursement shall be computed based upon its percentage of the total circulations and renewals made that quarter by CCRLS libraries to district residents.

In consideration for participation in the CCRLS system and in lieu of taxes, since the CITY is outside the area taxed to provide this service, the CITY will pay to the COLLEGE the sum of \$5,200.00 on or before 15 of December each year this agreement is in effect.

4. In performing the above, it is understood and agreed that all other terms and conditions of the original contract are still in effect.

DATED THIS 1st DAY OF JULY, 1990

CONTRACTOR FOR THE CITY

BY _____ DATE: _____
Duane Cole, City Administrator

CHEMEKETA COMMUNITY COLLEGE

BY Linda Cochran DATE: June 26, 1990
Linda Cochran, CCRLS Coordinator

APPROVED (CHEMEKETA COMMUNITY COLLEGE)

BY H. Philip Barth DATE: 6-28-90
H. Philip Barth, Director of Business Services

III-4

(25)

INTERGOVERNMENTAL AGREEMENT

This agreement is between CHEMEKETA COMMUNITY COLLEGE hereinafter called COLLEGE and the city of NEWBERG, OREGON hereinafter called CITY.

1.0 PURPOSE OF AGREEMENT

The purpose of this agreement is to provide for the continued participation of the City of Newberg in the Chemeketa Cooperative Regional Library Service (CCRLS) under the terms and conditions set forth below.

2.0 TERM OF AGREEMENT

This agreement shall be in effect from July 1, 1989, until such time as terminated provided under "TERMINATION" clause below.

3.0 AUTOMATIC RENEWAL

This agreement shall be in effect for a period of one (1) year commencing July 1, 1989 and shall automatically be renewed for a period of one (1) year at its expiration, unless one or both of the parties elect not to renew or, the agreement is terminated as provided for in this agreement.

4.0 CONSIDERATION

The parties have entered into this agreement in consideration of the mutual benefits and obligations contained in the agreement and, the additional considerations noted below. The College, on a quarterly basis, will make the following payment to the City as compensation for the agreement of the City to provide nonresident library cards for residents of the College District at no charge. Payments in 1989 shall be based on the actual number of cards issued quarterly by the City, to nonresidents. Payment level shall be \$8.00 per card issued. Payment level may vary in future years depending on the per capita expenditure by the city library budget.

In consideration for participation in the CCRLS system and in lieu of taxes, since the City is outside the area taxed to provide this service, the City will pay to the College the sum of \$5,200.00 on or before 15 of April each year this agreement is in effect.

5.0 DUTIES AND RESPONSIBILITIES UNDER THIS AGREEMENT

III-4

(26)

5.1 UNDER THE TERMS OF THIS AGREEMENT THE COLLEGE SHALL:

1. Provide for fiscal and administrative management of the Service
2. Maintain the following:
 - a. The Chemeketa Regional Library Advisory Committee hereinafter referred to as the CCRLS Advisory Committee, through which recommendations on policies of the Service can be expressed.
 - b. An ongoing liason with PYM Library Association (or their designated executive committee) through which recommendations on procedures and their implementation can be expressed. Exhibit "A" as attached included the present membership of the CCRLS Advisory Committee.
3. Provide regular Courier Service between the participating libraries.
4. Provide reference and information assistance and free reciprocal borrowing privileges to patrons of the Service, subject to the existing rules and procedures of the College library.
5. Provide a monthly accounting and quarterly reporting of expenditures under this program to the CCRLS Advisory Committee.
6. Provide operation and maintenance of an automated library system.

5.2 UNDER THE TERMS OF THIS AGREEMENT THE CITY SHALL:

1. Provide free borrowing privileges to card holding residents of the College District subject to the existing rules and procedures of the City library.
2. Provide reference and information assistance and free reciprocal borrowing privilieges to patrons of the Service, subject to the existing rules and procedures of the College library.
3. Provide for the regular participation of the Newberg library director in meetings of the Polk, Yamhill and Marion Library Association and as may be necessary in meetings of the CCRLS Advisory Committee. Regular participation shall be defined as attendance at five (5) PYM Association meetings. Attendance at the September meeting of the PYM Association is mandatory for the City librarian.

III-4

(27)

4. Furnish the College with information quarterly regarding the number of nonresident library cards issued for the purposes set out in Para 4.0 CONSIDERATION, above.

6.0 AMENDMENTS

The terms of this agreement shall not be waived, altered, modified, changed, supplemented or amended in any manner whatsoever except by written instrument signed by the parties.

7.0 TERMINATION

This agreement may be terminated by mutual agreement of the parties or by either of the parties as provided for below.

Either party may terminate this agreement upon the other party's material breach of any of the terms and conditions hereof, by giving written notice of termination to the other party at least sixty (60) days in advance of the effective date of termination.

Cure of a Breach of any term of this agreement, after reasonable notice of such breach by the damaged party, may void the termination.

Any such termination of this agreement shall be without prejudice to any obligations or liabilities of either party already accrued prior to such termination.

This agreement and any changes, alterations, modifications, or amendments to it shall not be effective until approved by the appropriate representative of the College.

In witness hereof, the parties hereto have caused this agreement to be executed as below subscribed this _____ day of _____ 1989.

Contract Number _____

III-4

(28)

SIGNATURES

FOR THE CITY OF NEWBERG:

Duane R. Cole
Signature

Duane R. Cole
Name (type)

City Manager-City of Newberg
Title

FOR THE COLLEGE:

H. Philip Barth
Signature

H. Philip Barth
Name (type)

Director, Business Services
Title

NOTICES

All notices and other communications hereunder shall be in writing and deemed to be given if delivered in person, by courier, or mailed by first class mail to the addresses shown below.

FOR THE CITY:

FOR THE COLLEGE:

Rev. 1/2/90

III-4

(29)

RESOLUTION NO. 90-1573

A RESOLUTION HONORING, THANKING AND EXPRESSING APPRECIATION FOR THE NUMEROUS DONATED HOURS BY VOLUNTEERS FOR THE CITY OF NEWBERG AT THE OLD FASHIONED FESTIVAL.

WHEREAS, community events require many hours of hard work by many volunteers; and

WHEREAS, these events would not be possible without the numerous hours donated by volunteers who agree to assist this City in the areas of public safety, including both police and fire; and

WHEREAS, volunteers to the police and fire departments donated 818 hours of assistance to the City with 650 hours being donated by the Volunteer Fire Department in order to maintain 24-hour security and clean-up of the grounds, and 168 hours were donated to the Newberg Police Department which included officers from other agencies, Boy Scouts, Reserve Police Officers, practicum students and the Police Administration; and

WHEREAS, this type of commitment assures that events like the Old Fashioned Festival will be a safe, successful and family oriented event.

NOW, THEREFORE, BE IT RESOLVED that the City of Newberg, City Council hereby recognizes and officially thanks the volunteers that gave their time and services to the City of Newberg for the Old Fashioned Festival 1990.

ADOPTED this 21st day of August, 1990.

Duane R. Cole, City Recorder

\resovol

III-5

(30)

REQUEST FOR COUNCIL ACTION

DATE SUBMITTED: August 14, 1990

_____ MOTION

DATE ACTION REQUESTED: August 21, 1990

X RESOLUTION

_____ ORDINANCE

_____ INFORMATION

SUBJECT: Purchase of house at 615 North College Street for use as a homeless shelter.

RECOMMENDATION:

Authorize, by resolution, the purchase of the house at 615 North College Street for use as a homeless shelter.

BACKGROUND:

In May, 1990, the City of Newberg received a \$127,500 grant from the Oregon Community Development Program (Grant # C90026) to purchase and rehabilitate a house for use as a homeless shelter. The Newberg Human Resources Center will administer the shelter. The Newberg Human Resources Center and the Community and Shelter Assistance Corporation selected the house at 615 North College Street to serve as the shelter. In February 1990, a Conditional Use Permit was obtained to allow a homeless shelter on the property. On July, 2, 1990, the property was appraised at \$76,000. According to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, the owners of the house are entitled to ask for the amount of the appraisal. However, they agreed to sell the house to the City for \$71,500. Closing costs for the purchase of the house will be \$138 for escrow and \$35 for recording fees, bringing the total to \$71,673.00. The grant budget for property acquisition has been amended to \$71,673.00.

COST: None

D.E.

Dennis Egner, Planning Director

Duane R. Cole

Duane Cole, City Manager

III-6 (31)

90-1574

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE PURCHASE OF THE HOUSE LOCATED AT 615 NORTH COLLEGE STREET FOR USE AS A HOMELESS SHELTER.

WHEREAS, The City of Newberg received \$127,500 block grant from the Oregon Community Development Program (Grant # C90026) to purchase and rehabilitate the house at 615 North College Street for use as a homeless shelter; and

WHEREAS, On July 2, 1990, the subject house was appraised at \$76,000; and

WHEREAS, Mr. and Mrs. Jackson, the owners of the house were informed of their rights in regard to the relevant parts of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970; and

WHEREAS, Mr. and Mrs. Jackson have decided to sell the house to the City for \$71,500; and

WHEREAS, Closing costs for the purchase of the house will be \$138 for escrow and \$35 for recording fees; and

WHEREAS, The City of Newberg Comprehensive Homeless Assistance Program block grant from the Oregon Community Development Program budgets \$71,673.00 for property acquisition.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Newberg, Oregon to authorize expenditure of Oregon Community Development Block Grant #C90026 property acquisition funds to purchase of the house at 615 North College Street for \$71,673.00.

Adopted by the City Council of the City of Newberg this ___th day of August, 1990.

Duane R. Cole, City Recorder

III-6

(32)

CITY MANAGER'S REPORT

TO: Mayor and City Council DATE: August 15, 1990
FROM: Duane R. Cole, City Manager
SUBJECT: City Manager's Report For Period Ending August 15, 1990

MEETINGS ATTENDED:

August 2:

Joint Economic Development Committee meeting with the McMinnville group. Galen McBee gave an excellent report on the status of the McMinnville Airport development.

Steve Lyons, General Manager of TCI and Doreen Turpen regarding using TCI services for ED-NET. We found out that it would be difficult to use TCI but there may be some ways that we can use their services to put the ED-NET program in various areas of the community.

Doreen Turpen regarding ED-NET issues.

Reception for David Mahaffey at the Library. David is leaving the library after serving as a student and employee in High School. He will be attending college in Iowa.

Greeters - Chamber of Commerce at Specialty Glass.

Elmer Christensen regarding department business.

Roger Gano regarding City business.

Staff meeting on the Northeast Area Transportation Plan.

August 6:

George Fox College regarding the Japanese students. I was the welcoming committee from the City for the Japanese students visiting George Fox College.

Complaint from Leslie Lewis regarding garbage in the alley on First Street.

Wes Smith. Wes and I enjoyed lunch together as we discussed the various City/School concerns and the school's budget.

Truman Sturdevant, Gary DePaolo regarding the construction project on Blaine Street. It appears to have smoothed out now that it is under construction.

John Baker regarding City Manager's evaluation.

VII

(33)

Page 2

City Manager's Report
August 21, 1990

City Council workshop and City Council meeting.

August 7:

Chamber Board meeting.

Marti Chaney, Customer Relations Consultant and Kathy Tri. I am attempting to find a customer relations consultant to provide training to the City staff.

Dennyce Wheeler regarding the Northeast Area Transportation Plan (NEAT-P).

Kathy Tri regarding tax base measure.

August 8:

Terry Mahr regarding taxes and EDRLF.

Donna McCain regarding Council issues.

Regular staff meeting.

Wellness Committee meeting.

Do not forget the City Picnic on August 18, 1990.

Elmer Christensen regarding City business.

Vintage Festival meeting.

Meeting with fire officers. The fire officers meeting was an excellent time to talk about the fire engine and discuss potential changes in the way the volunteers provide service.

August 9:

Bert Teitzel and Dennis Egner regarding the NEAT-P.

Tobi Young regarding some hospital business.

Chief Bishop and Terry Mahr regarding City business.

Community Development Committee meeting.

August 10:

EAS meeting. The status of EAS is that the Hearings Officer has proposed a suspension of further consideration until criteria can be developed for expanding the Portland area EAS region. Mr. Browning,

VII

(34)

Page 3

City Manager's Report
August 21, 1990

the Chamber's Attorney, is working with the PUC staff and PUC members to allow Newberg in and then develop the new criteria for additional boundary expansion. The coming three weeks will be a good measure of whether our efforts to get over this hurdle will be successful.

Don Stram regarding City Newsnotes.

Wally Russell regarding visit and City business.

Several calls to Norm Sievertson to check on status of composter.

August 13:

United Way kick-off breakfast.

Call from Norm Sievertson apologizing for not calling Friday and indicating a decision on August 13 or 15 regarding the composter would be forthcoming.

Mark Hatfield regarding campaign speech.

Dennis Egner tour of City.

Darleen Harding regarding tour of dog pound. While Denny and I were touring the City, we stopped at the dog pound and found Darleen there. I toured the dog pound with Denny and Darleen and found it to be very clean, however, it is an inadequate facility in the wrong area of town. This will be something to put in our Capital Improvements Program list as a project.

Bert, Denny and Terry regarding the NEAT-P.

Visit to Carol Ring's house regarding the NEAT-P.

August 14:

David Bishop regarding City business.

ADEC regarding the NEAT-P.

Meeting at 2116 Chehalem Drive with the Chehalem Valley Water District members. This was a good meeting as we reviewed the contract with the water district.

August 15:

Alan Halstead regarding City business.

VII

(35)

Page 4

City Manager's Report
August 21, 1990

Staff meeting.

NEAT-P.

MEETINGS PLANNED:

August 17:

Coffee Cottage Greeters.

Don Clements regarding recreation and City joint concerns.

August 18:

City Picnic

August 21:

Chamber Board.

CVSC to discuss budget projections and senior center houses.

Community Relations Committee. I am not sure of the status of this meeting at this time, whether we will have a Community Relations Committee meeting or not.

City Council.

August 22:

Regular staff meeting.

Wellness Committee meeting.

August 23:

Legislative Committee meeting.

City/County meeting at Jail.

August 24:

EAS breakfast.

VII

(36)

Page 5

City Manager's Report
August 21, 1990

August 27 & 28:

I have tentatively scheduled two vacation days on August 27th and 28th. My experience has been that issues and programs usually slow down the week before school starts.

September 4:

City Council meeting, NEAT-P hearing.

September 5:

Staff meeting.

Northwest Water Association.

Vintage Festival.

September 10:

EAP Counselor, noon.

September 11:

Employee Health Screening.

EAP Counselor, 4:00 p.m.

September 12:

NHRC meeting.

City staff meeting.

GENERAL INFORMATION:

1. I have been spending some time getting the budget process set up for this fall. Typically, what I would like to do is establish our capital improvements program. This will involve some community meetings this year as we seek input from the community. I would also like to do a survey using the telephones like we did last year. I will be seeking assistance from members of the Council, staff and community to get on the phones and survey people. Last year I found this to be a very fun experience as we met at City Hall and managed to make 75 to 80 calls in an evening. A fairly adequate random sample survey can be taken telephonically with only about 150 contacts. With only twelve questions and six or seven phone lines it does not take that long to complete the project.

VII

(37)

Page 6

City Manager's Report
August 21, 1990

2. Council needs to be thinking about a retreat this fall prior to the election. City Council may return much as it is today in January but I believe we should get together one more time to check our progress on the projects. I hope to discuss this at our work session on August 21. If I forget please remind me.



Duane R. Cole
City Manager

DRC/bjm

\cmr9-4

VII

(38)

Tuesday, 7:00 a.m.

July 31, 1990

FINANCE COMMITTEE
MINUTES

J's Restaurant

Newberg, Oregon

The meeting was called to order at 7:20 a.m. at J's Restaurant by Chair Joe Young.

ROLL CALL:

Present: Joe Young
C. Eldon McIntosh
Donna McCain

Absent: Rick Rementeria

Others Present:

Duane R. Cole, City Manager
Kathy Tri, Finance Director
Ellen Cooper, Asst. Finance Director

Minutes of the May 29, and June 26, 1990 meetings were presented.

MOTION: McIntosh/McCain moved to approve the minutes. Vote on the motion: Carried unanimously.

OLD BUSINESS:

Kathy Tri reviewed the background for initiating a bad check policy. Donna McCain indicated that the City should charge more than the bank charges the City for bad checks. Staff explained that it was difficult to know exactly what the bank charged since all our bank charges were lumped and offset by any interest earnings. Eldon McIntosh inquired about the City using a VISA or Master Charge system. Staff will review this and get back to the committee.

MOTION: McIntosh/McCain moved to recommend to take the bad check policy to the Council for further action. Vote on the motion: Carried unanimously.

NEW BUSINESS:

Kathy Tri reviewed the June monthly report which included preliminary year end figures. Joe Young inquired about having the police department reimburse the General Fund from RICO funds, especially for those cases which were out of town and drug related. Duane Cole indicated that most of the overtime budget was spent covering for those who were on vacation, holiday or sick leave and the balance was used for investigations. One of the problems with RICO money is that it comes to the City sporadically and is not a sure revenue source.

VII

(39)

Finance Committee Minutes
July 31, 1990

Mr. Young indicated that if the overtime is to cover leave time, we should look at hiring another officer which could be more cost effective than paying overtime.

REPEAL OF ORDINANCE NO. 2180:

Kathy Tri reviewed the background for repeal of Ordinance No. 2180. She indicated that it had been to Council and they had referred it back to the Finance Committee.

MOTION: McIntosh/McCain moved to recommend passage of Ordinance No. 2180 to the City Council. Vote on the motion: Carried unanimously.

PLANNING FEES:

Kathy Tri presented background on reviewing the City's Planning fees. She indicated that in 1989-90, the City received \$4,100 in Planning fees and the department had a \$92,492 budget. In 1990-91, assuming the City increases fees, the City anticipates to receive \$10,000 and the department has a \$132,986 budget, some of which includes grants. It was also indicated that Planning fees had not been reviewed or increased since 1981.

Duane Cole reviewed the business license proposal. The proposal was primarily to help the City regulate and monitor businesses and to help finance the fire inspection services. A major concern has been with home occupations. Currently, they are charged \$10.00 for ten years. Joe Young indicated that he wanted to spend some time studying both issues and providing input to the staff. He expressed no problem with the home occupation fee as long as it remained reasonable, such as \$25.00 per year. He agreed that these businesses needed to be monitored. In addition, he expressed opposition to some of the other proposed planning fees, in particular, the appeal fee. He felt the City should be comparable to McMinnville and not to Tualatin and Tigard. He gets tired of hearing that it is cheaper in McMinnville. In addition, when the design review standards were adopted, the Council was told that there would be no charge for this service. A citizens committee was established to do the design review and to reduce staff costs. Finally, he felt that there needed to be more time to study and review the fee proposals. Mr. Cole agreed to pull out the old minutes on design review to review the action taken at that time.

Donna McCain expressed a need to keep a business license fee as low as possible. Staff agreed to go back and do some additional work on the proposed Planning and business license fees.

VII

(40)

Page 3

Finance Committee Minutes
July 31, 1990

ACCOUNTS PAYABLE TRANSACTIONS:

The June Accounts Payable transactions were reviewed. There were no questions.

Eldon McIntosh expressed concern about his cable t.v. bill. He is getting complaints that the bills constantly increase. Mr. Cole said that there is a new General Manager with whom he will be meeting in the next week or so.

The meeting adjourned at 8:20 a.m.

\fcm5-29

VII

(41)

REQUEST FOR COUNCIL ACTION

DATE SUBMITTED: August 10, 1990 X MOTION

DATE ACTION REQUESTED: August 21, 1990

SUBJECT: City Property at Springbrook Road and Springbrook Way

RECOMMENDATION: Staff recommends that the Council give further direction to staff regarding the disposition of this property.

BACKGROUND:

1. The property in question was purchased in order to build a fire substation for the City. Currently an analysis is being undertaken by the Fire Chief to determine where a new fire station should be located. While this property is currently under consideration, it is felt to not be a viable site.
2. The site contains 76,800 square feet, is zone R-2, and has enough area for 20 multi-family type units. The layout of the property is such that a walkway might be part of the design review between Springbrook Street and Springbrook Way. Currently neighborhood children use this as a direct route to Springbrook area schools west of the property.
3. The process for disposing of municipal property is that the Council must declare by resolution that it is surplus and state an intent to sell it. The City Council may hold a public hearing, advertise and make sure that we have an adequate legal description and clear title. The bid process would be established and the property sold.
4. Council may want to consider the advisability of disposing of a valuable piece of property when it may make more sense to continue to land bank the property so that it could be exchanged for the actual site of the new Fire Station. From a policy standpoint, it might make more sense to exchange land for land rather than land for a fire engine.
5. Concern has also been expressed that the City may simply need open space in some of its environs. While this area does not make an adequate park due to the heavy traffic along Springbrook Street, it does provide an open space buffer between the housing on Springbrook Way and Springbrook Street. It could provide a nice green area for the community if it was planted with trees and received some minimal landscaping. Springbrook Street is a collector and this might lend to the beauty of the entrance to one of our primary industrial sites in the area.

FISCAL IMPACT: Part of the sales process would be an appraisal of the property to determine its value. The sale of the property could not be for less value than the appraisal (ORS 271.340).

PREPARED BY:


Duane R. Cole
City Manager

226.6

X21.7

MIDDLEBROOK

ST.

ST.

AVENUE

WAY

221.2
X

X227.8

221.4
X

X220.9

X218.1

SPRINGBROOK

R-2

76,800 sq. ft.

20 units

245

SPRINGBROOK

ST.

220

217.0
X

217.2
X

214.6
X

217.0
X

213.7

AQUARIUS

X224.3

X211.5

222.8X

(43)

REQUEST FOR COUNCIL ACTION

DATE SUBMITTED: August 14, 1990

X INFORMATION

DATED ACTION REQUESTED: August 21, 1990

SUBJECT: Airport Site Selection Study

RECOMMENDATION: City staff recommends that the Council take no further action on the Airport Site Selection Study.

BACKGROUND:

At the April 2, City Council meeting, the staff was instructed to return to the Council on August 21, to advise the Council if there was further action to be taken regarding purchase of the airport. Since the April meeting there has been a great deal of discussion regarding City purchase of the airport but no action is planned in this regard at this time.

The airport overlay zone has been adopted and it appears that the business located on the airport will remain and is healthy as a private business.

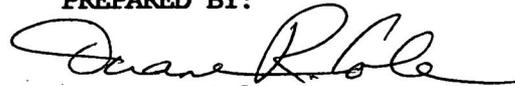
Mr. Teitzel has been notified that the FAA will remove the airport from further consideration for public funding if action is not taken by the Council to purchase the airport. This does not mean that the status can be restored to the airport at some point to allow public purchase with FAA funds.

Council should be aware that use of FAA funds to purchase the airport may require that the City purchase property to the north of the runway. This property would make the airport a very expensive proposition for the taxpayers in Newberg.

Unless otherwise advised by the Council, the City staff will take no further action on the purchase of the airport at this time.

FISCAL IMPACT: The City received an airport planning grant, (90% FAA, 10% City) to study purchasing the airport. The grant is in the process of being closed out at this time.

PREPARED BY:


Duane R. Cole
City Manager

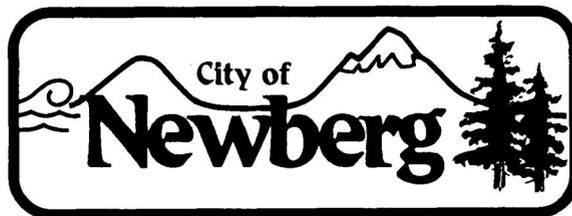
DRC/bjm

\airsite

IX-2 (45)

AIRPORT SITE SELECTION STUDY

Prepared for



Task Order No. 2

CHM HILL

March 1990



March 26, 1990

DIS40.15

Mr. Bert Teitzel
City of Newberg
414 East First Street
Newberg, Oregon 97132

Dear Mr. Teitzel:

Subject: Airport Site Selection Study

Enclosed is the airport site selection study for the City of Newberg. The findings of this study are intended to assist the City with their decision of whether to pursue the purchase of Sportsman Airpark, develop a new airport, or remain without ownership of an airport.

It has been our sincere pleasure working with you, your staff, and members of the airport commission.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read 'Rob L. Norton'.

Rob L. Norton
Project Manager

A handwritten signature in cursive script, appearing to read 'John W. Shute'.

John W. Shute
Project Engineer

CVOR16/058.51

**AIRPORT
SITE SELECTION STUDY**

**PREPARED FOR
CITY OF NEWBERG, OREGON**

By
CH2M HILL
March 1990

CONTENTS

	<u>Page</u>
I. INTRODUCTION	I-1
II. PRELIMINARY SITE EVALUATION	II-1
III. AIRPORT FACILITY REQUIREMENTS	III-1
FACILITY SIZE	III-1
EVALUATION CRITERIA	III-3
IV. SITE EVALUATION	IV-1
ENVIRONMENTAL	IV-4
AVIATION	IV-5
ECONOMIC	IV-7
V. ECONOMIC ANALYSIS	V-1
ESTIMATED COST OF PURCHASE	V-1
BASIC UTILITY STAGE II IMPROVEMENTS	V-6
BOND FINANCING	V-6
CITY OPERATION OF SPORTSMAN AIRPARK	V-11
ECONOMIC ANALYSIS SUMMARY	V-26
VI. CONCLUSIONS AND RECOMMENDATIONS	VI-1
CONCLUSIONS	VI-1
RECOMMENDATIONS	VI-1
VII. REFERENCES	VII-1
APPENDIX A - FINANCING ALTERNATIVES FOR A NEW AIRPORT	

TABLES

	<u>Page</u>
1. PRELIMINARY SITE SELECTION MATRIX	II-7
2. TYPICAL AIRCRAFT USING BASIC UTILITY AIRPORTS	III-2
3. AIRPORT FACILITY REQUIREMENTS	III-3
4. FINAL SITE SELECTION MATRIX	IV-2
5. FINAL SITE SELECTION - EMPHASIS MATRIX	IV-3
6. FINANCIAL ANALYSIS CITY OF NEWBERG SPORTSMAN AIRPARK ESTIMATED PURCHASE PRICE OF EXISTING FACILITIES	V-2
7. FINANCIAL ANALYSIS CITY OF NEWBERG SPORTSMAN AIRPARK IMPROVEMENT COSTS FOR BASIC UTILITY STAGE I AIRPORT	V-3
8A. FINANCIAL ANALYSIS CITY OF NEWBERG SPORTSMAN AIRPARK ESTIMATED INITIAL COST	V-4
8B. FINANCIAL ANALYSIS CITY OF NEWBERG SITE NO. 10 ESTIMATED INITIAL COST	V-5
9A. FINANCIAL ANALYSIS CITY OF NEWBERG SPORTSMAN AIRPARK IMPROVEMENT COSTS FOR BASIC UTILITY STAGE II AIRPORT	V-7
9B. FINANCIAL ANALYSIS CITY OF NEWBERG SITE NO. 10 IMPROVEMENT COSTS FOR BASIC UTILITY STAGE II AIRPORT	V-8

TABLES (continued)

	<u>Page</u>
10A. FINANCIAL ANALYSIS CITY OF NEWBERG SPORTSMAN AIRPARK CALCULATION OF BOND SIZE AND ANNUAL DEBT SERVICE .	V-9
10B. FINANCIAL ANALYSIS CITY OF NEWBERG SITE NO. 10 CALCULATION OF BOND SIZE AND ANNUAL DEBT SERVICE	V-10
11. FINANCIAL ANALYSIS CITY OF NEWBERG SPORTSMAN AIRPARK REVENUE TO CITY BY SOURCES	V-12
12A. FINANCIAL ANALYSIS CITY OF NEWBERG SPORTSMAN AIRPARK PROJECTED REVENUE	V-13
12B. FINANCIAL ANALYSIS CITY OF NEWBERG SITE NO. 10 PROJECTED REVENUE 1990-1995	V-14
13A. FINANCIAL ANALYSIS CITY OF NEWBERG SPORTSMAN AIRPARK ANNUAL EXPENDITURES 1990-1995	V-16
13B. FINANCIAL ANALYSIS CITY OF NEWBERG SITE NO. 10 ANNUAL EXPENDITURES 1990-1995	V-17
14A. FINANCIAL ANALYSIS CITY OF NEWBERG SPORTSMAN AIRPARK SOURCES AND USES OF FUNDS 1990-2005	V-18
14B. FINANCIAL ANALYSIS CITY OF NEWBERG SITE NO. 10 ESTIMATED INITIAL COST SOURCES AND USES OF FUNDS 1990-2005	V-22

FIGURES

	<u>Page</u>
1. STUDY AREA	II-2
2. INITIAL SITE SELECTION	II-4
3. SITES SELECTED FOR FINAL CONSIDERATION	II-9
4. UTILITY AIRPORT IMAGINARY SURFACES	IV-6
5. ROAD REALIGNMENT FOR BUS II FACILITY	IV-10
6. AIRPORT LAYOUT AT SITE NO. 10	IV-11

CVOR16/054.51

I. INTRODUCTION

The primary general aviation facility currently near the City of Newberg consists of Sportsman Airpark which is located approximately 1 mile east of the city center. Sportsman Airpark is privately owned by Claire and Sam Whitney who have expressed an interest to sell the airpark to the City of Newberg. The first phase of this project involved evaluating the economic feasibility of purchasing the airpark. This second phase involved evaluating the existing airpark in more detail and analyzing other feasible airport sites within the Newberg area.

An aviation facility located near the Newberg area is justifiable based on current and projected aviation demand forecasts. Sportsman Airpark is currently operating at a profit. If the City were to purchase the airpark several items need consideration. These include debt service, upgrading the airpark to meet Federal Aviation Administration (FAA) standards, and improvements required to the airpark; such as rehabilitation of existing runway and taxiway pavements. Due to these considerations and the current geometric constraints existing at the airpark, development of a new airport at another site is an economically feasible option. Advantages of developing a new site include lower land costs, better site conditions (less obstructions), and room for future expansion.

Several alternative sites were selected from a geographical area defined by the City. The two sites felt to be the most feasible along with Sportsman Airpark, were evaluated in detail for the potential development of an airport meeting FAA standards. Growth potential of the sites was also evaluated.

Federal regulations require the Federal Aviation Administration (FAA) Airports District Office be notified by persons proposing to construct a civil airport. The FAA will then conduct an aeronautical study to determine the effect of the proposed airport on the "safe and efficient" use of air space.

II. PRELIMINARY SITE EVALUATION

The preliminary site evaluation involved identifying the two most feasible sites within the study area for a new airport facility. These two sites would then be compared with Sportsman Airpark to determine the feasibility of building a new airport. The evaluation process for this phase involved: first, identifying all potential sites within the study area; second, identifying any "fatal flaws" that would immediately eliminate a site from consideration, and finally developing a matrix to quantify the evaluation of the remaining sites for comparison.

Study Area

Generally, the limits of study for a site selection process are defined by an acceptable travel time, typically 15 to 20 minutes, to the new site. However, due to airports such as McMinnville and Aurora State being located within a 15-minute travel time from Newberg and the location of the Chehalem Mountains immediately north and northeast of the City, a geographical boundary was developed. The boundary, as shown in Figure 1, was developed by committee members at an airport commission meeting.

Site Selection

While the initial airport developed at a new site would be a Basic Utility Stage I facility, sites were identified that would allow for future growth to Basic Utility Stage II. The FAA will only fund the development of an airport facility that would eventually meet Basic Utility Stage II criteria. The following are FAA definitions for the two airport stages:

- Basic Utility Stage I

This type of airport serves about 75 percent of the single-engine and small twin-engine airplanes used for personal and business purposes. Precision approach operations are not usually anticipated. This airport is designed for small airplanes in Airplane Design Group 1 (Wingspan less than 49 feet).

- Basic Utility Stage II

This type of airport serves all the airplanes of Stage I, plus some small business and air taxi-type twin-engine airplanes. Precision approach operations are not usually anticipated. This airport is also designed for small airplanes in Airplane Design Group 1.

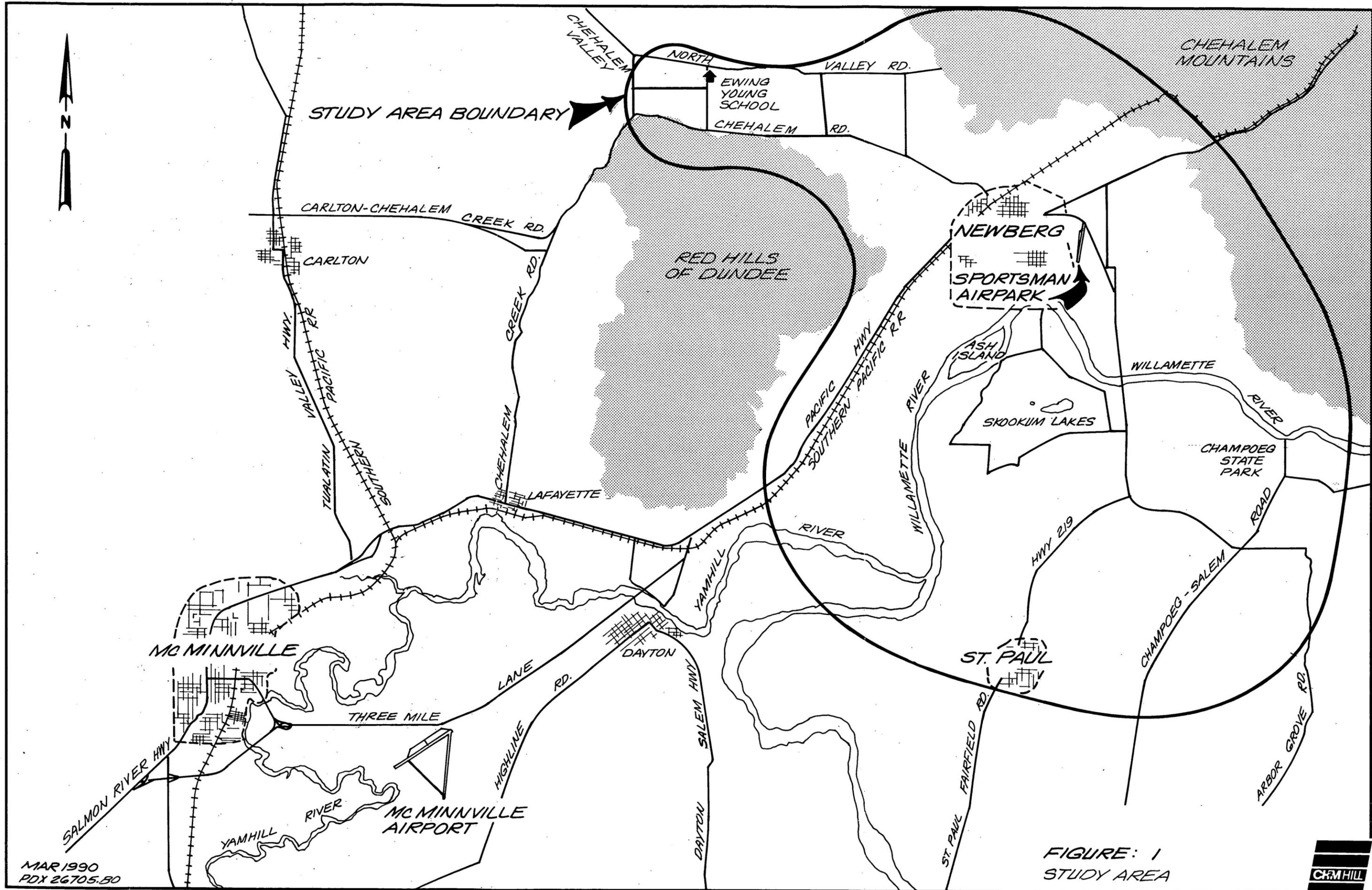


FIGURE: 1
STUDY AREA

MAR 1990
PDX 26705.50



Within the study area identified for site selection, 23 sites were identified that would geometrically allow the placement of a Basic Utility Stage II airport. These sites are depicted in Figure 2. The selection of sites for detailed analysis were chosen from these potential sites. The only criterion applied at this point was whether the site was geometrically receptive to a new facility.

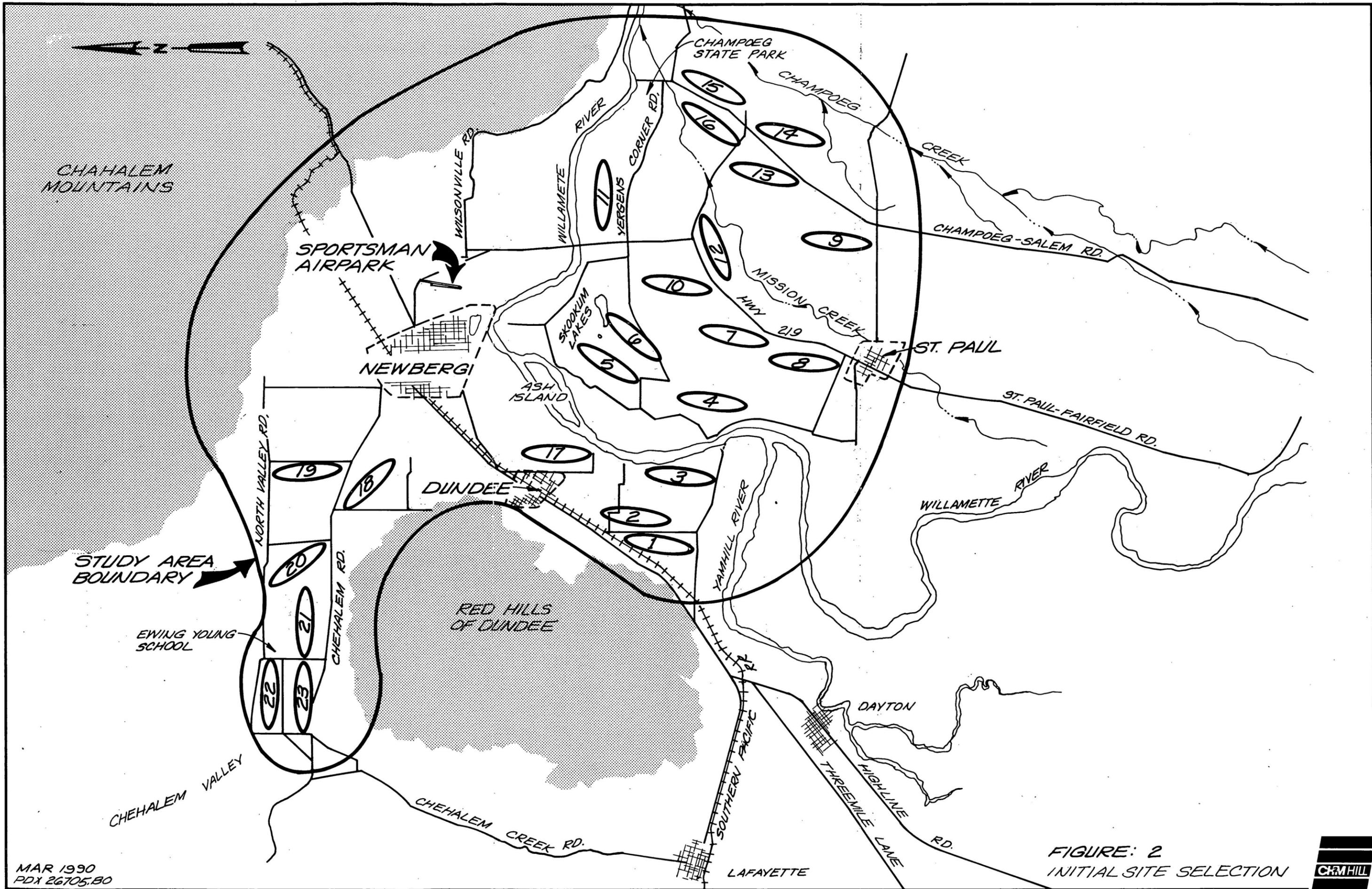
The runway length required for a Basic Utility Stage II facility, in the Newberg area, is 3,100 feet. An obstacle free zone which is 250 feet wide and extends 200 feet beyond the edge of pavement needs to be accounted for during the planning process. In addition, the clear zone on each end of the runway needs to be included during this planning. The clear zone is a trapezoidal area of ground that is 1,000 feet in length and 250 feet wide at the end nearest to the runway adjoining the obstacle free zone, and 450 wide at the end furthest from the runway for a Basic Utility facility. The clear zone should be under control of the airport authorities for the purpose of protecting the safety of approaches and keeping the area clear of people. The airport owner should acquire control of the property required for airport hazard removal and approach protection. The preferred method for acquiring control is by purchase of the land fee title. If fee title cannot be obtained then aviation easements or zoning ordinances may be obtained.

A site was not identified in land east of the city and north of the Willamette River. This land is generally zoned industrial and placement of an airport would not require a zone change. The location of an airport in this area however, is in close proximity to the Chehalem Mountains and would have a large amount of terrain obstructions. Additionally, a site in this area accommodating the desired runway orientation was not found.

Identifying Potential Sites

Location of a site in a flood plain was a "fatal flaw" that eliminated a site from further evaluation. Review of FAA Order 5050.4A, "Airport Environmental Handbook", and discussion with FAA personnel indicated that it would be a long and difficult process to receive approval to build an aviation facility in a flood plain. The 100 year flood plain boundaries for the Willamette River, Chehalem Creek, Mission Creek, and other drainage basins within the study area were identified from Flood Insurance Rate Maps and a report on "Flood Plain Information Willamette River Chehalem Creek Newberg, Oregon" by the Corps of Engineers. Review of the flood plain information resulted in sites No. 4, 5, 6, 11, 22 and 23 being eliminated from further consideration.

A matrix of sites versus evaluation criteria was constructed to quantify advantages and disadvantages for the remaining sites. The matrix allows for an overall assessment of each site by a quantitative comparison. The top rated sites were then evaluated by the



MAR 1990
PDX 26705.80

FIGURE: 2
INITIAL SITE SELECTION



airport commission and the final sites selected for further analysis. The matrix was set up to evaluate the following criteria:

- Site Condition

- Topography--The general site topography was evaluated for flatness. Three general ratings were given; flat, gently rolling, or rolling terrain. The FAA maximum recommended longitudinal grade limitation for the basic utility runway is 2 percent. This recommendation is significant because it limits the flexibility of adapting the runway to the existing terrain. Areas with grades much greater than 2 percent would require extensive and costly earthwork.
- Clearing/Relocation--This criteria was used to account for the work required to clear the land and obstacles from the airport area. This includes obstacles in the projected runway and clear zone areas. Power lines along a highway were not included if they were outside of the clear zone. Obstructions that would have to be removed and relocated were accounted for and would account for a low rating in this category. Also, a road (or portion thereof) may need to be relocated which would lower a rating in this category.

- Site Access

- This category has two aspects to it. First, the travel time required to reach the prospective site. Secondly, the condition of the roadway. For example, some roads are gravel and would need paving if the prospective site was selected.

- Growth Potential

- The ability of the site to be developed beyond current expectations is accounted for in this rating. The factor assigned this category is low because the size chosen for the selection allows for an upgrade from a Basic Utility Stage I airport to a Basic Utility Stage II airport. Consideration was given to both the lengthening of the runway and the expansion of parking and other facilities.

- Runway Orientation

- This category has a high weighting factor because of the importance the runway orientation plays in the ability of a facility to accommodate traffic during windy conditions. The most desirable runway orientation is the one which has the largest wind cover-

age. Wind coverage is the percent of time for which safe operations are not jeopardized by crosswind components. A 12 mph crosswind component is typically used for runways under 100 feet in width. The FAA recommends a minimum wind coverage of 95 percent based on the total hours of observation. When a single runway orientation cannot provide the 95 percent coverage, a second runway is recommended. A review of the primary runway orientation of facilities from Aurora to Eugene and wind data from McNary Field in Salem and McMinnville Airport indicates the primary runway will likely be oriented 16/34 or 17/35. Crosswind runways (when existing) were either oriented 03/21 or 04/22. A runway orientation of 17/35 was assumed for this study.

- Environmental Impacts
 - Social Impacts--This category involves the impact of the site on the community. The relocation of homes, proximity to schools, or the apparent disruption to existing businesses are accounted for and these would be reasons for a low score.
 - Biotic Community--This category attempts to consider any wildlife that may be affected by the building of a new airport in the area. The most notable would be the identification of birds in the area during the site visit and/or the disruption of a creek draw due to construction of the new facility.
- Surrounding Obstructions
 - This category accounts for power lines, trees, and other obstructions that may be in the approach path.

The matrix developed is shown in Table 1. The numerical assignment for each category evaluated ranged from 1 to 5. A rating of 1 represented the least desirable condition and 5 indicated a highly favorable condition existing at the site. The final totals shown in the table include the multiplication of the specific category by the weighting factor for each site.

**TABLE 1
PRELIMINARY SITE SELECTION MATRIX**

Site	Topo.	Clear/ Relo.	Site Acc.	Growth Poten.	Runway Orient.	Social Impact	Biotic Comm.	Surr. Obstr.
1	5	3	4	3	5	4	4	3
2	4	3	4	3	5	4	4	3
3	4	4	3	2	5	4	3	4
7	4	5	3	5	5	4	4	3
8	5	2	3	4	5	3	2	4
9	4	5	1	5	5	5	5	4
10	4	3	3	3	5	4	3	4
12	3	2	4	2	1	1	3	2
13	5	4	2	5	5	5	5	3
14	5	4	2	3	5	4	4	4
15	5	4	2	3	5	5	5	4
16	4	2	2	2	3	5	2	2
17	4	2	5	1	5	2	4	3
18	2	2	5	1	1	2	3	2
19	2	1	5	1	2	1	2	1
20	4	3	4	3	1	3	4	3
21	4	3	4	2	1	4	4	3
Sportsman	5	2	5	1	5	3	4	1

Site	Total		
1	56		
2	54		
3	52		
7	56		
8	49		
9	57		
10	52		
		<u>Category</u>	<u>Weighing Factors</u>
13	58	Site Conditions	
14	54	Topography	1.2
15	58	Clearing/Rel.	1.0
16	39	Site Access	2.2
17	50	Runway Orientation	3.0
18	32	Growth Potential	0.8
19	28	Environmental	
20	40	Social Impact	2.2
21	42	Biotic Comm.	1.7
Sportsman	50	Surrounding Obstr.	1.6

Since all of the evaluations do not carry the same level of importance a weighting factor was assigned to each evaluation criterion. The assigned score (shown in the table) is multiplied by the weighting factor. The sum of the assigned scores multiplied by the respective weighting factor is shown in the total column in the table. Therefore, each score has been adjusted for the relative importance of each category. For example, runway orientation is critical and was given a factor of 3.0 whereas a factor of 0.8 was assigned to growth potential. If the runway cannot be oriented to provide the necessary wind coverage, then the site has no value for aviation facilities. Growth potential in relation should carry little weight in the evaluation since the initial site selection allowed for growth to the next level of aviation facilities above that required for the airport facility design. Noise analysis was not considered because forecasted propeller operations of 25,300 in the year 2009 is less than the 90,000 annual operations criterion used in an environmental assessment.

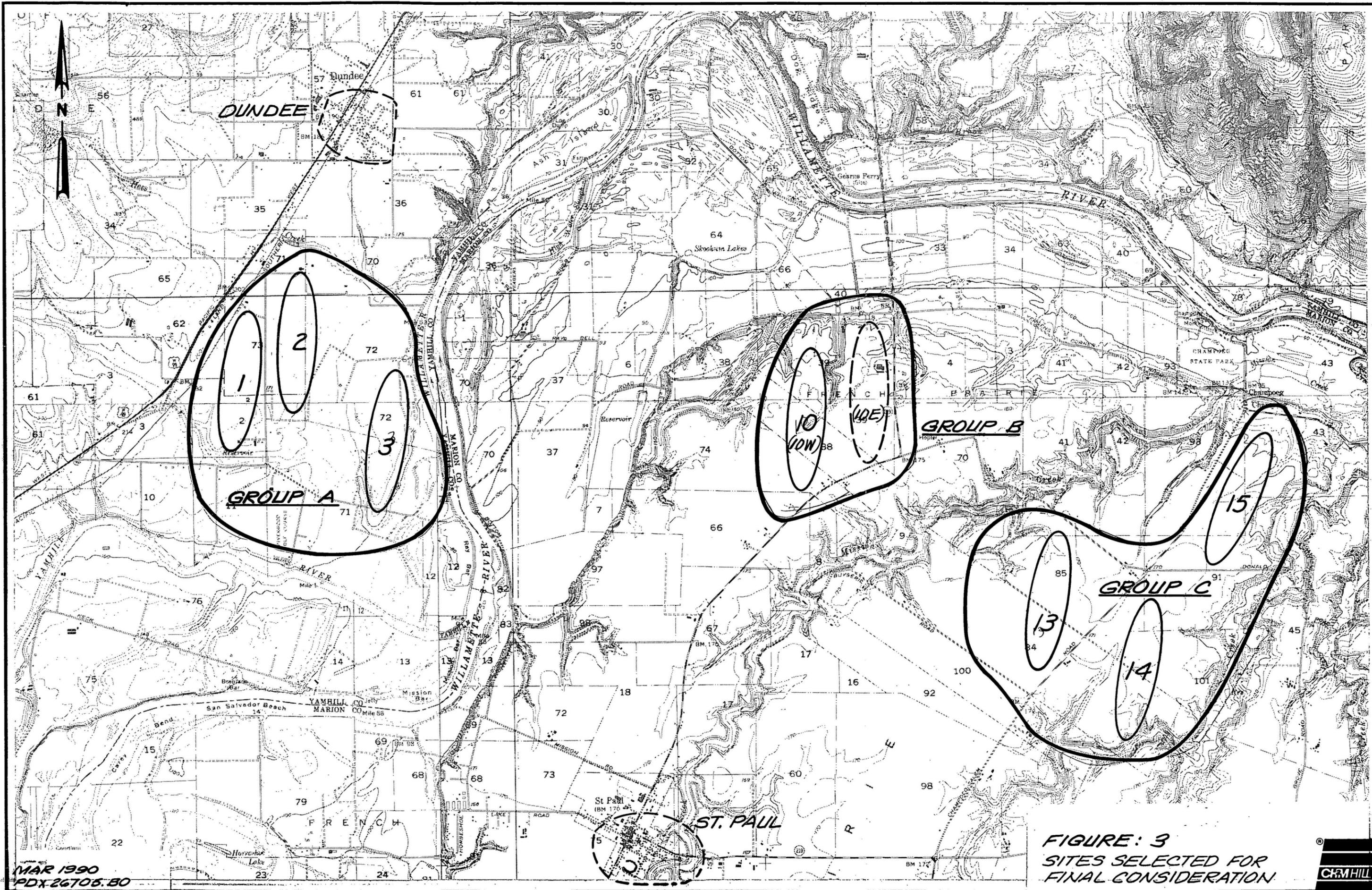
The matrix evaluation lead to the development of three groups, each group containing more than one site. Figure 3 displays the groups chosen for final consideration. The Groups were assigned A, B, and C to prevent confusion with the numerical designation used for the individual sites.

Discussions with city representatives lead to the selection of Group B and Group C for the detail analysis. The specific site within the group would be determined from further evaluation. It was felt by the City that sites from Group A were too close to the existing airport at McMinnville. Also, Site No. 3 would be detrimentally affected by weather and migratory fowl.

In the area assigned to Group B, two potential sites existed. These sites are shown in Figure 3 as Site Nos. 10W and 10E. It was apparent from further evaluation that Site 10W is preferable to Site No. 10E. This was due to numerous buildings existing on Site No. 10E which would significantly increase costs. Also, Site No. 10W is located such that it is partially isolated by a draw on either side of the proposed runway location. Trees in the draws limit noise and other affects on nearby farmland.

Group C contained three separate sites, Site Nos. 13, 14, and 15. After conferring with the State Department of Parks and Recreation it was resolved that Site No. 15 should be eliminated from further consideration. Two issues predicated this conclusion; first, the Zorn family which resides on the property has owned the property for a considerable amount of time. Secondly, the approach from the north, or departure to the north, would take aircraft directly over Champoeg State Park at a low altitude. Historic buildings exist on the grounds and future projects at the park are planned which would attract more visitors.

Discussions with the Marion County Planning Department lead to the decision to eliminate Site No. 14 from further consideration. This decision was reached after evaluating soil types, location, and the social impact on the farms surrounding the site.



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FIGURE: 3
SITES SELECTED FOR
FINAL CONSIDERATION



Accordingly, Site No. 10W (hereinafter referred to as Site No. 10) and Site No. 13 were selected for detail analysis.

III. AIRPORT FACILITY REQUIREMENTS

The immediate aviation needs for Newberg and the surrounding community warrants building a Basic Utility Stage I (BUS I) facility. However, future aviation demand and aircraft type will warrant expanding to a Basic Utility Stage II (BUS II) facility. The type of aircraft that typically use BUS I and BUS II facilities are shown in Table 2.

FACILITY SIZE

The current and future role of the proposed airport facility is to serve small (aircraft with a maximum gross weight less than 12,500 pounds) general aviation aircraft. Growth beyond this role is not anticipated in the foreseeable future. This is due to the proximity of McMinnville airport, located approximately 7 miles to the southwest, and Aurora State airport located approximately 9 miles to the east. McMinnville airport has two runways over 4,800 feet in length with a width of 150 feet and Aurora State airport has a runway that is 4,104 feet long and 100 feet wide. This contrasts to the initial runway length of 2,550 feet with room for growth to 3,100 feet, both being 60 feet wide, for the proposed airport facility.

Facility requirements for initial construction and in 20 years are outlined in Table 3. A runway length of 2,550 feet will provide the City of Newberg and the surrounding community with a facility capable of meeting the general aviation demand currently existing in the area. Expansion in the future to a BUS II facility will allow for larger aircraft using the airport and provide for small business and air-taxi type operations.

An apron area of approximately 2.25 acres increasing to 3.25 acres will provide adequate space for projected based and transient aircraft. Fixed base operations (FBO's) will require approximately 6,400 square feet. This land includes office area, maintenance hangars and access to the apron area. Growth to approximately 12,000 square feet in the 20 year period allows for the addition of another maintenance hangar.

The administration building of approximately 3,000 square feet would adequately house airport operations personnel and any flight training facilities needed. Parking for the administration building and FBO will require approximately 0.3 acres. A single parking lot will provide access to both facilities.

The new airport would initially have 30 T-hangars with the capability of adding more. Tie-downs will be transferred from a grass median to a paved parking apron during the airport development. Provisions in the initial design allow for the placement of a cable in a turf area next to the taxiway to accommodate a low-rent tie-down area. Expansion of T-hangars can easily be accommodated in the layout of the new airport. This will allow for growth to the 20-year forecasted demand of 45 hangars without changing the layout. The T-hangars used in the preliminary design have a 40 foot door width and a

Table 2
Typical Aircraft Using Basic Utility Airports

Basic Utility Stage I		Basic Utility Stage II	
Beech	B19 Sport/150	Beech	F33A Bonanza
Beech	B24R Sierra/200	Beech	V35B Bonanza
Bellanca	Citabria Series	Beech	A36 Bonanza
Bellanca	8GCBC Scot	Beech	C23 Sundowner
Bellanca	300A Super Viking	Beech	B55 Baron
Cessna	150 Series	Cessna	204 Skywagon
Cessna	172 Skyhawk	Cessna	337 Skymaster
Cessna	182 Skylane	Cessna	P337 Skymaster
Cessna	T206 Stationair	Cessna	310
Grumman American	AA-1B Trainer	Piper	PA-32-260 Cherokee Six
Grumman American	AA-5A Cheetah	Piper	PA-23-250 Aztec
Grumman American	AA-5B Tiger	Piper	PA-34-200 Senaca II
Mooney	M20C Ranger	Ted Smith	Aerostar 600
Mooney	M20E Chaparral	Ted Smith	Aerostar 601
Navion	Rangemaster H	Also accommodated are the airplane models listed under Basic Utility Stage I	
Piper	PA-11 thru PA-22 Series		
Piper	PA-28 Series		
Piper	PA-32-300 Cherokee Six		
Piper	PA-32-300R Lance		
Rockwell Int'l.	112 A Commander		
Rockwell Int'l.	112 TC Commander		
Rockwell Int'l.	114 Commander		

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30-foot depth. These dimensions equate to 14 units per acre with a single taxiway between parallel hangars. While a demand does not currently exist, plans for two corporate hangars were listed for future expansion.

Table 3 Facility Requirements		
Item	Immediate	Future
Runway	2,550' X 60'	3,100' X 60'
Apron (acres)	2.25	3.25
FBO Facilities (sf)	6,400	12,000
Administration Bldg. (sf)	3,000	3,500
Parking - Auto (acres)	0.3	0.4
T-Hangars (acres)	2.2	3.2
Corporate Hangars (acres)	-	0.2
Instrumentation	-	Nonprecision
Gross Acreage	57	65
Facility	Basic Utility Stage I	Basic Utility Stage II

Runway instrumentation enables a facility to operate during instrument flight rule (IFR) conditions. The proposed airport for the City of Newberg will not develop this capability in the near future. McMinnville currently has precision and non-precision approach capabilities and Aurora State has non-precision approach capabilities. When the expansion of the facility is undertaken, evaluation of developing nonprecision approach capabilities at the airport should be considered.

A new facility would require approximately 57 acres for a BUS I facility and another 8 acres to reach a BUS II facility. The actual amount of land that would be purchased depends on property boundaries and the willingness of owners to sell portions of their land.

EVALUATION CRITERIA

To further evaluate the sites, conformance with FAA and State Division of Land Regulations was considered. FAA regulations reviewed were FAA Advisory Circulars, Federal Aviation Regulation (FAR) Part 77, FAA Order 5050.4A; "Airport Environmental

Handbook," FAA Order 5100.38A; "Airport Improvement Program (AIP) Handbook," and discussion with FAA personnel. The State Division of Lands was concerned with environmental impacts which has been addressed in the environmental evaluation discussed later in this report.

Advisory Circular 150/5300-4B, "Utility Airports--Air Access to National Transportation," provided design specification information to identify geometrical requirements for the new airport facility. FAR Part 77 provided imaginary surface information which is used to identify hazards to air navigation near an airport. FAA Order 5050.4A provides guidance on the content and format for environmental assessments and environmental impact statements. While the environmental assessment is outlined in Task Order No. 4, it is necessary to review and identify any element of a potential site that may warrant removing the site from further consideration. Therefore, screening for potential conflicts with historic archaeological sites and wetlands was determined. FAA Order 5100.38A was used to determine costs that were eligible for AIP funding.

IV. SITE EVALUATION

To evaluate the final three sites, two matrices were developed. The first matrix evaluates Sites No. 10, Site No. 13, and Sportsman Airpark by considering the following seven criteria:

1. Land use--Compatibility of the proposed sites with existing and anticipated future land uses and population distributions
2. Environmental considerations--The impact of the proposed airport development on the environment (i.e., noise levels, flood areas, and wetlands)
3. Obstructions--Natural and manmade obstructions relating to Federal Aviation Regulation Part 77 Obstructions Affecting Navigable Airspace
4. Accessibility--Access to the proposed site from populated areas
5. Land ownership and availability--Number of land owners per site and their willingness to sell
6. Physical characteristics--Onsite topography, soil conditions, drainage, natural resources, and climatic conditions
7. Land and development costs--Total land acquisition and construction costs

A second matrix was then constructed from the first to reflect an emphasis toward an environmental, aviation, or economic concern. The seven evaluation criteria from the first matrix was broken down into three categories--environmental factors (Criteria 1,2), aviation (Criteria 3,4), and economic (Criteria 5,6,7). A weighting factor was then assigned to reflect the emphasis toward a specific concern.

The results of the first matrix, shown in Table 4 show Site No. 10 and Sportsman Airpark rated close together with scores of 24 and 22 respectively. Site No. 10 received high ratings in physical characteristics, obstructions, and accessibility. The high ratings for Sportsman Airpark were in land use, accessibility, and environmental categories.

Transferring this information to the second matrix using weighting factors for specific concerns gives us Table 5. The numbers in parentheses are the scores for the specific site and emphasis if the order below the main emphasis is reversed. For instance, under the environmental emphasis if aviation was listed third and economics listed second then Sportsman Airpark would have a score of 69. The two scores were averaged to give a single score for each emphasis. The scores from this table show Site No. 10 as the preferred site. This is especially true for the Aviation and Economic emphasis.

**Table 4
FINAL SITE SELECTION MATRIX**

CRITERIA	SPORTSMAN AIRPARK	SITE NO. 10	SITE NO. 13
ENVIRONMENTAL			
• Land Use	5	2	2
• Environment	<u>4</u>	<u>3</u>	<u>3</u>
Total	9	5	5
AVIATION			
• Obstructions	1	4	3
• Accessibility	<u>5</u>	<u>4</u>	<u>3</u>
Total	6	8	6
ECONOMIC			
• Land Ownership	3	3	1
• Physical Characteristics	2	5	4
• Land Development	<u>2</u>	<u>3</u>	<u>2</u>
Total	7	11	7

**Table 5
Final Site Selection--Emphasis Matrix**

Category	Weighting Factor	Sportsman Airpark		Site No.10		Site No. 13	
Environmental Emphasis							
Environmental (Criteria 1,2)	4	36	36	20	20	20	20
Aviation (Criteria 3,4,)	3 (2)	18	(12)	24	(16)	18	(12)
Economic (Criteria 5,6,7)	2 (3)	14	(21)	22	(33)	14	(21)
Total Score		68	69	66	(69)	52	53
Rank: Score		1	: 69	2	: 68	3	: 53
Aviation Emphasis							
Aviation (Criteria 3,4)	4	24	24	32	32	24	24
Economic (Criteria 5,6,7)	3 (2)	21	(12)	33	(22)	21	(14)
Environmental (Criteria 1,2)	2 (3)	18	(27)	10	(15)	10	(15)
Total Score		63	63	75	69	55	53
Rank: Score		2	: 63	1	: 72	34	: 53
Economic Emphasis							
Economic (Criteria 5,6,7)	4	28	28	44	44	28	28
Environmental (Criteria 1,2)	3 (2)	27	(18)	15	(10)	15	(10)
Aviation (Criteria 3,4)	2 (3)	12	(18)	16	(24)	2	(18)
Total Score		67	64	75	78	55	56
Rank: Score		2	: 66	1	:77	3	: 56

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ENVIRONMENTAL

The environmental group consists of land use and environmental considerations.

Land Use

Sites No. 10 and 13 are both located in Northern Marion County and are outside an urban growth boundary. Agriculture is the leading industry in Marion County. The land for these sites has been zoned Exclusive Farm Use (EFU). To locate an airport facility at these sites will require a zoning change and an amendment to the Marion County Comprehensive Plan.

In the Marion County Comprehensive Plan the land has been designated Primary Agricultural due to the soil classification. The goal of the plan is to preserve and protect the land in blocks as large as possible to preserve large scale commercial farm operations and thereby maintain the social and economic quality of life. The greatest driving force though is public support for the continuance of the agricultural designation.

To build an airport facility at either of these two sites will require the following procedure:

- Apply for and receive a zoning change from EFU to Public zone designation. A conditional use for this zoning will permit the building for "airport and airport related commercial and industrial uses."
- Apply for and receive a Quasi-Judicial Plan Amendment in Rural Marion County. This is an amendment to the Marion County Comprehensive Plan. This process includes public hearings and comments from the Land Conservation and Development Commission (LCDC). It would be necessary to show why an exception to current land use goals is warranted.

Support from Marion County, the City of St. Paul, and farmers in the area would be required to achieve the required zoning changes without difficulty. Discussions with Marion County and St. Paul officials indicate they would not support an effort to build a new airport. Without this support the effort to build a new airport would be costly and may have a detrimental affect on the communities involved.

Sportsman Airpark is currently situated on land zoned industrial. To achieve a BUS II facility size the realignment of Highway 219 and the relocation of existing businesses would be required. The additional land required is zoned light industrial (M2). Therefore, zoning considerations would not affect the airport development.

Environment

Sites No. 10 and No. 13 have been identified during this initial evaluation as potentially having historic artifacts. A historic site of significance has not been identified at either site. However, an archaeological investigation will be required if either site is selected. The investigation would take place during the environmental assessment.

Environmental concerns at Site No. 10 and Site No. 13 involved disturbance of the draws located on each site. Disturbance of the trees, vegetation, and wildlife in these draws will have less of an impact because farming activities occur up to the tree line. Complete clearing of vegetation and trees at either site should be kept to a minimum. The final selection of an airport layout at the site chosen will be determined from balancing wind direction, wetlands, and property boundaries.

AVIATION

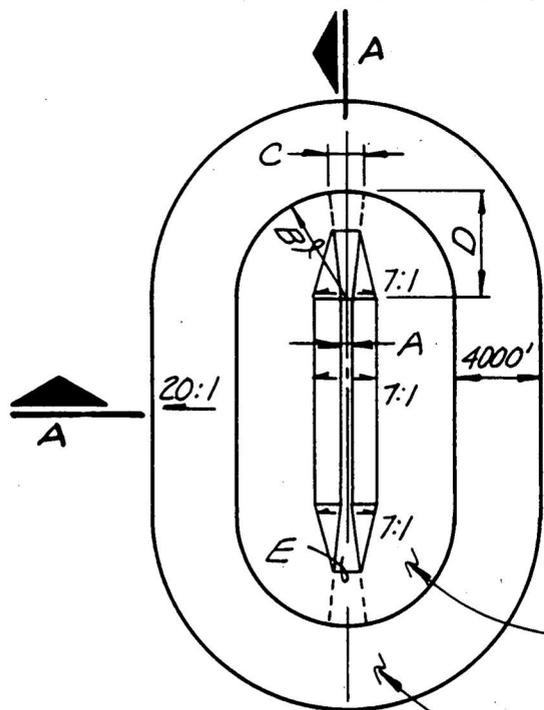
Aviation concerns involve the ability of the site to be developed to meet FAR Part 77 criteria for obstructions to air navigation and accessibility of the site from Newberg.

Obstructions

Obstructions are objects identified as penetrating an imaginary surface. If the surface is penetrated by an object, it is identified as a hazard to air navigation. Figure 4 illustrates the imaginary surface planes for a utility airport. The objects identified below were located in either the primary, approach or transitional surface. No objects were identified in the horizontal plane or conical surface for any of the sites. Obstructions are those items on the site that will need to be moved or cleared from the site. This includes buildings, vegetation, and other objects. The relocation or removal of a building carried more weight than the clearing of vegetation. Potential environmental impacts created by the clearing of vegetation is reflected in the environmental rating.

At this time, Sites No. 10 and No. 13 will not require the removal of any buildings. Both will require some clearing of wooded areas in creek draws. Site No. 10 requires more clearing. Site No. 13 will require the removal and relocation of a power line that runs along a road in the middle of the site.

Sportsmans Airpark currently has numerous building obstructions that were identified in Task Order No. 1. Also, Highway 219 will need to be relocated. The relocation of Highway 219 must be considered a major project. This is because the road should be moved enough to allow room for growth to a BUS II facility. In addition, not only are the businesses that are identified as hazards affected, but realignment of the road will affect businesses along the current alignment, and homes and business along the new alignment.

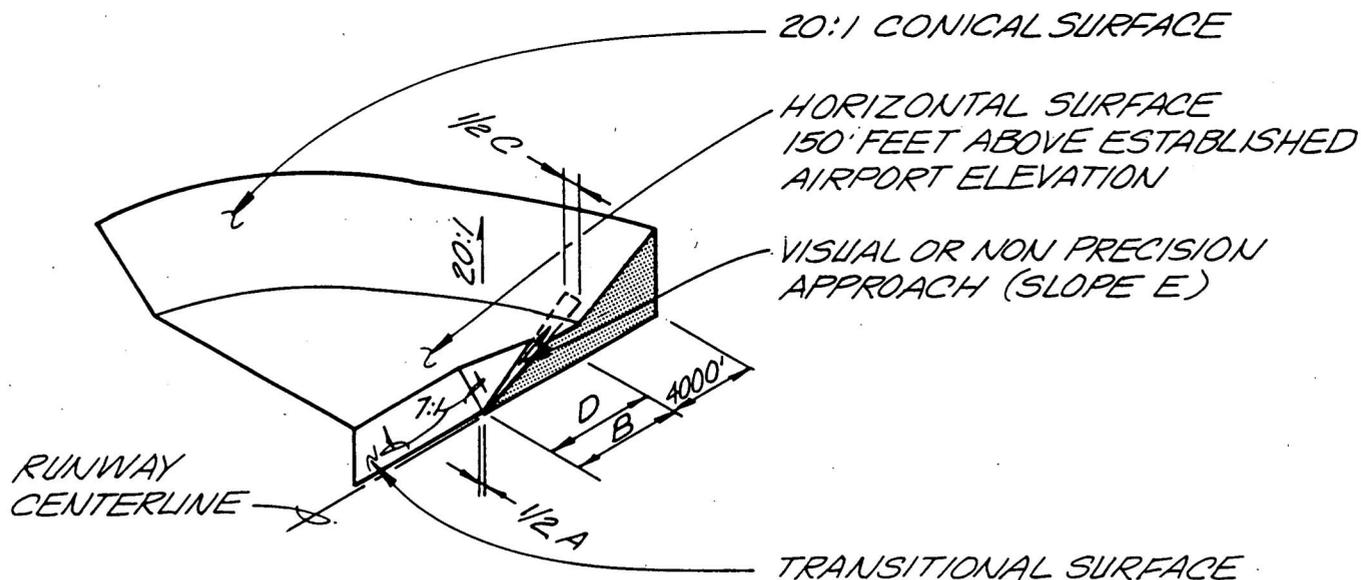


DIM.	ITEM	DIMENSIONAL STANDARDS (FEET)
A	WIDTH OF PRIMARY SURFACE & APPROACH SURFACE WIDTH AT INNER END	250
B	RADIUS OF HORIZONTAL SURFACE	5000
C	APPROACH SURFACE WIDTH AT END	1250
D	APPROACH SURFACE LENGTH	5000
E	APPROACH SLOPE	20:1

HORIZONTAL SURFACE
150 FEET ABOVE ESTABLISHED
AIRPORT ELEVATION

20:1 CONICAL SURFACE

PLAN
NTS



20:1 CONICAL SURFACE

HORIZONTAL SURFACE
150 FEET ABOVE ESTABLISHED
AIRPORT ELEVATION

VISUAL OR NON PRECISION
APPROACH (SLOPE E)

TRANSITIONAL SURFACE

RUNWAY
CENTERLINE

ISOMETRIC VIEW OF
SECTION A-A
NTS

FIGURE: 4
UTILITY AIRPORT
IMAGINARY SURFACES

Accessibility

Convenient ground access is important in determining an airports service area. Sportsman Airpark is the most easily accessed of the three sites due to its location approximately 1 mile east of the City center. Site No. 10 is located approximately 4.6 road miles south of the City. The site is reached by traveling south on Highway 219 then turning west at the intersection with Ray Bell Road. An access road would need to be constructed leading to the site from Ray Bell Road. Site No. 13 is located just over 7 road miles south-southeast of Newberg. Site access is obtained by travelling south on Highway 219 from the City and then heading east on McKay Road. An access road would be required from McKay Road to the airport facilities. The road condition for all roads leading to the respective sites are currently in good condition.

ECONOMIC

Economic criteria includes land ownership and availability, the physical characteristics of the site, and land development costs.

Land Ownership

The location of the airport facility on Site No. 10 will involve several property owners. The land owners have not been associated with the land over several generations. Preliminary findings show the land involved is not critical to the owners current farm/dairy operations. Because of this, partial purchase of some properties is possible. This will reduce costs by avoiding the purchase of unnecessary land. However, the landowners were not asked about their willingness to sell all or any part of their land. If they chose not to sell, condemnation procedures would be required to obtain the land.

Site No. 13 land is owned primarily by 2 families. Both of these families have a long standing tradition of farming and have well established commercial farm operations. Therefore, it appears that acquisition of this land may be difficult and costly.

Claire and Sam Whitney have expressed a desire to sell Sportsman Airpark. Therefore, difficulty in acquiring the land, notwithstanding cost, is not associated with this site.

Physical Characteristics

Site No. 10 is located on flat terrain with a gentle down slope to the north. Construction costs are lower in this type of terrain because excavation work is kept to a minimum. The soils at this site are primarily Woodburn silt loam or Amity silt loam. A seasonally high water table typically occurs with these soil types. Design and construction costs will be slightly higher to limit the influence of water to the pavement structures. This site allows room for growth in runway length and airport facilities to meet future aviation needs.

Site No. 13 is located on flat terrain and contains the same soil types associated with Site No. 10. Therefore, the same considerations given to these soils at Site No. 10 will apply to Site No. 13. Natural drainage occurs to the west into Mission Creek.

Sportsman Airpark has existing facilities which eliminate the need to establish all utility connections. The terrain is flat with a gentle upslope to the north. However, the site is severely constrained by the location of Highway 219 and businesses, such as Current Electronics Inc., on the north end and Hess Creek on the southern end of the property. These constraints will limit the facility at this site to a BUS I. Natural drainage is to Hess Creek which runs west and south of the site.

Land Development Costs

The land development and construction costs are discussed in this section while the economic analysis is covered in the following chapter. The assumptions made and applied to determine land development and construction costs are discussed.

Comparison of the two new sites, Site No. 10 and Site No. 13, shows Site No. 10 has the higher scores under each emphasis in Table 5. Therefore, Site No. 13 will not be discussed in this section or used in the economic analysis. This is done because if a new airport is to be built, it is apparent that Site No. 10 would be the preferred site.

The following scenario was developed for Sportsman Airpark. To develop a BUS I facility the runway and taxiway would be realigned. The realignment would move the south end of the runway toward Western Helicopters so that the runway would run along the portion of ground that extends into Hess Creek. By realigning the runway and taxiway, several goals are achieved:

- a) Highway 219 (St. Paul Highway) no longer creates a hazard to air navigation. While the clear zone remains affected, the approach surface is clear of obstructions. The land in the clear zone would be acquired and under airport control when the expansion to a BUS II facility takes place.
- b) By moving the runway as far south as possible lessens the amount of land required north of the airport.
- c) The hangars are no longer a hazard to taxi operations.
- d) The initial financial burden to the city is lessened. This allows for purchase of land off the north end a few years prior to construction and thereby spreads out the financial burden to the City.

To move from a BUS I to a BUS II airport would require realignment of Hwy. 219. While several alternatives are possible, the changes shown in Figure 5 were chosen. This realignment alternative would shift the traffic emphasis on Hwy 219 to Springbrook Road. The segment of Hwy. 219 emanating from the City would be realigned to

form a "T" intersection with Springbrook Road. The segment of Hwy 219 north of the airpark would be removed and some road realignment work would be done to provide access to homes and businesses in the area.

Significant costs with the road realignment include improvements to Springbrook Road and the purchase of the land with Climax Portable Machine Tools, Inc. Springbrook Road would need improvements to handle the increase traffic volumes and bring it up to standards. The purchase of Climax Portable Machine Tools would allow for the placement of a road to provide a loop. The loop would provide access to buildings currently along Hwy. 219 and enhance development along what would now be considered a roadway.

The State Department of Transportation is considering a bypass of the Newberg-Dundee area which could change the road alignment cost significantly. However, the bypass project is not currently in the State's 6-year plan and, therefore, was not included in selecting a realignment alternative.

The buildings currently located at Sportsman Airpark are not eligible for FAA funding. The relocation cost for Western Helicopters is eligible "up to the market value of the building." Costs incidental to the relocation, such as extinguishing a lease (if appropriate) or new footings or floors may be included in the costs (FAA order 5100.38A). Therefore, the costs to rebuild Western Helicopter buildings above the market value of the existing buildings is not eligible.

A general layout of a facility at Site No. 10 is shown in Figure 6. The airport facility has been centered between the tree lines to minimize disturbance to the creek draws. A master plan study would evaluate the final position of the runway and the supporting facilities. This would include evaluating the positioning of apron and hangars on the west side of the runway.

The cost and effort required to gain approval for locating an airport facility at Site No. 10 has not been included in the overall cost. Willingness to sell and the public opposition to placing an airport at this location was not evaluated.

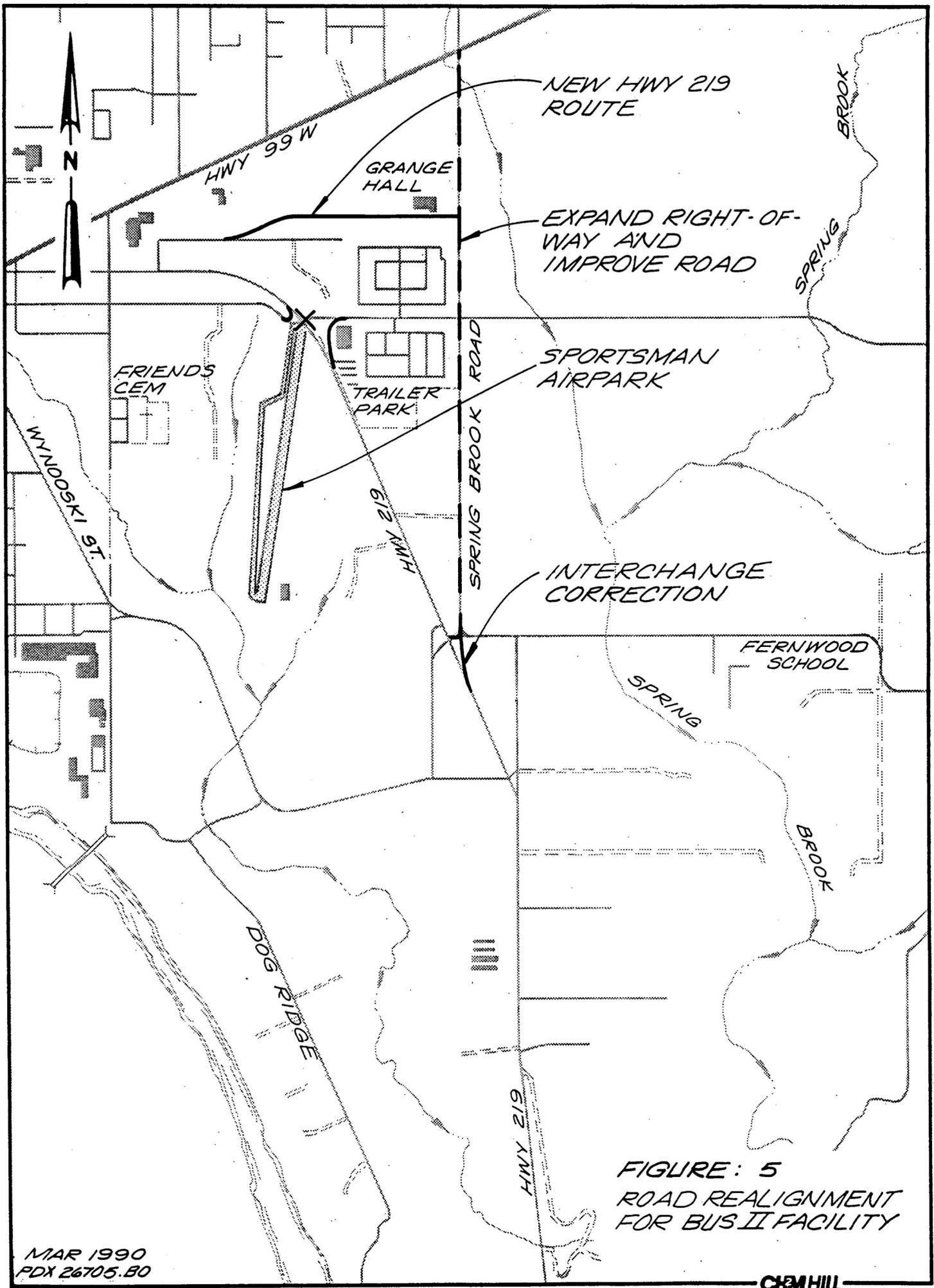


FIGURE: 5
 ROAD REALIGNMENT
 FOR BUS II FACILITY

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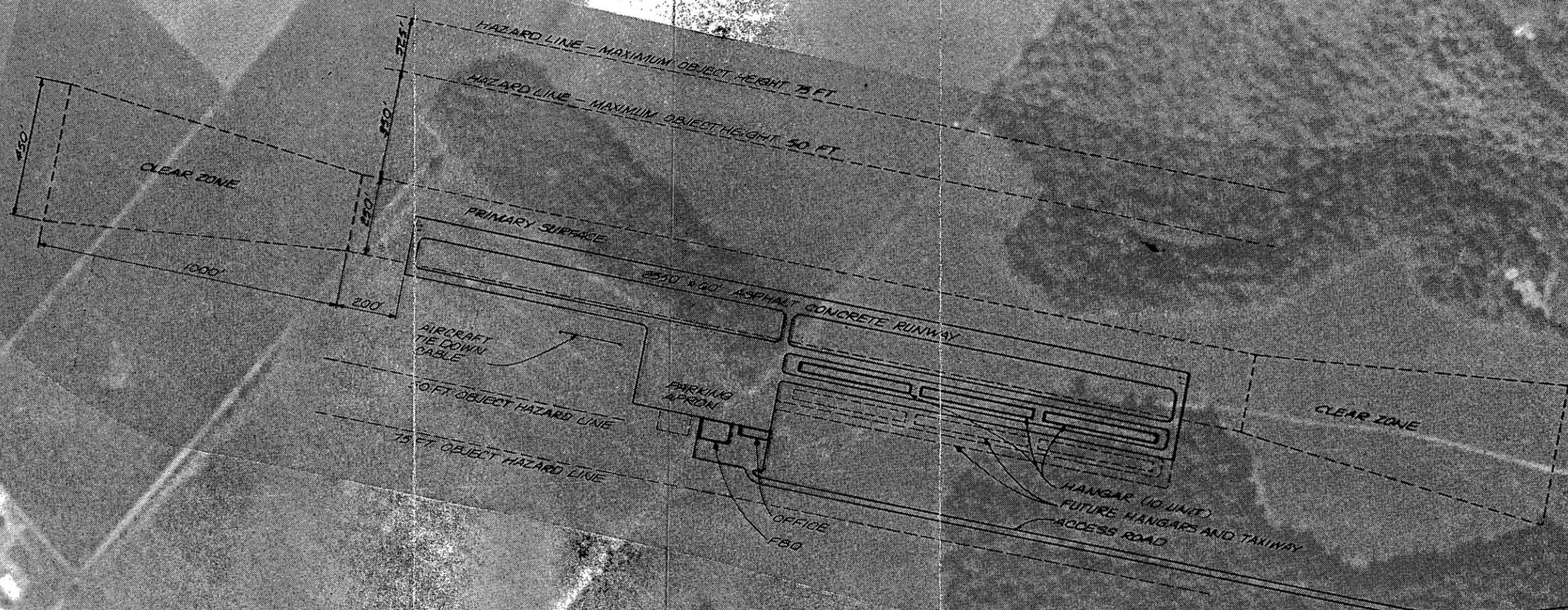


FIGURE: 6
AIRPORT LAYOUT
AT SITE NO. 10

The major costs to the City at a new airport facility are the buildings. The hangars, FBO maintenance and office building, and the administration building are not eligible for FAA funding. These costs could be adjusted by altering building size or staging the construction over a few years or both. This comparison was based on all buildings being built during the construction for a BUS I facility. To bring the new site up to a BUS II facility with 90 percent eligible for FAA participation, is relatively inexpensive.

V. ECONOMIC ANALYSIS

This chapter provides financial information to the City of Newberg regarding their decision to develop an airport facility. The potential sites are Sportsman Airpark and alternative Site No. 10. The description of these sites and assumptions surrounding their viability as an airport is discussed earlier. The purpose of this chapter is to outline the expected sources and uses of funds for operating an airport at either site for the study period 1990 through 2005.

The financial information in this task order updates the Sportsman Airpark financial data presented in the Economic and Feasibility Evaluation (Task Order Number 1), and presents parallel information for the development of an airport at a new site. Both airports are designed to have comparable services with one exception; the City would not receive revenue from gas sales at the new site. This assumption was used because the FAA would not fund the installation of gas pump facilities. Therefore, the FBO operator would have to truck in gas. As compensation for the extra cost of trucking in gas, the \$0.04/gallon revenue received at the Sportsman Airpark site would probably not be received at the new site during the study period. If gas pumps were to be installed, the City would need to negotiate with the FBO regarding who would pay the cost. The data presented in this analysis includes estimating the purchase price for each site as a Basic Utility Stage I facility, expenditures to improve each site to a Basic Utility Stage II facility, bond sizes, and revenue and expenditure cash flows.

ESTIMATED COST OF PURCHASE

Table 6 presents an updated estimate of the purchase price of Sportsman Airpark. The total estimated purchase price is \$1,800,000 which includes \$1,331,000 for the existing land and \$469,000 for the existing buildings. As noted in the tables, the costs shown have not been rounded and represent an order-of-magnitude opinion of cost only. The number of significant figures displayed are not intended to infer any given level of accuracy.

The exact sale price of Sportsman Airpark is currently unknown. The final price will be determined only through negotiations between the City and the Whitneys. Task Order Number 1 estimated the sale price of Sportsman Airpark to be approximately \$1.3 million. The estimate was increased for this analysis to better reflect the sellers expectations.

As part of the purchase arrangement with the FAA for the land and buildings, the City will be required to make improvements to Sportsman Airpark that will improve the facility to a Basic Utility Stage I airport. Table 7 outlines our opinion of costs of these improvements. These items are eligible for 90 percent funding by the FAA. Thus the cost to the City for making the \$1,889,220 of improvements to bring the facility up to a Basic Utility Stage I airport is \$188,920.

Table 8A and 8B summarizes the opinion of total cost to the City of purchasing Sportsman Airpark. These costs are divided by whether the items are eligible, or not eligible for FAA funding. The eligible items include the existing land and planned

Table 6
Financial Analysis
City of Newberg-Sportsman Airpark
Estimated Purchase Price of Existing Facilities

Facilities	Estimated Price
Existing Land ¹	\$1,331,000
Existing Buildings ²	469,000
Estimated Purchase Price	\$1,800,000
Notes: ¹ Existing land cost based on \$1,800,000 estimate for airpark less \$469,000 for existing buildings. ² Based on assessed value.	

CVOR14/097.51 **Note:** Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only. The number of significant figures displayed are not intended to infer any given level of accuracy.

Table 7
Financial Analysis
City of Newberg--Sportsman Airpark
Improvements Costs for Basic Utility Stage I Airport

Improvements	Total Cost	City Portion	FAA Portion
Onsite and Roadway Improvements			
Increase Runway Width, Alignment & Length	\$361,300	\$36,130	\$325,170
Increase: Taxiway Width, Runway/Taxiway Separation, and Taxiway/Building Separation	80,070	8,010	72,060
Improve Apron Pavement	41,670	4,170	37,500
Clear Obstacle Free Zone	15,000	1,500	13,500
Clear Runway Safety Area	208,900	20,890	188,010
Correct Aircraft Parking Area	0	0	0
Airport Aids (lighted wind sock & segmented circle, rotating beacon, equipment vault)	35,000	3,500	31,500
Airport Roadway Realignment	30,000	3,000	27,000
Subtotal	\$771,940	\$77,200	\$694,740
Contingency on Site Improvements (at 25%)	192,990	19,300	173,690
Engineering, Admin., & Construction (at 12%)	115,790	11,580	104,210
Resident Observation	20,750	2,070	18,680
TOTAL: Onsite and Roadway Improvements	\$1,101,470	\$110,150	\$991,320
Additional Land Purchases	685,000	68,500	616,500
Contingency (at 15%)	102,750	10,270	92,480
TOTAL: BUS I Improvement Costs	\$1,889,220	\$188,920	\$1,700,300
Note: Costs incurred in 1990.			

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Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only. The number of significant figures displayed are not intended to infer any given level of accuracy.

Table 8A
Financial Analysis
City of Newberg--Sportsman Airpark
Estimated Initial Cost

	Total Cost	City Portion	FAA Portion
Items Eligible For FAA Funding			
Existing Land ¹	\$1,331,000	\$133,100	\$1,197,900
Improvements For BUS I Status	1,889,220	188,920	1,700,300
Subtotal	\$3,220,220	\$322,020	\$2,898,200
Percent	100%	10%	90%
Items Not Eligible for FAA Funding			
Existing Buildings ²	469,000	469,000	0
Relocation of Western Helicopter ³	71,440	71,440	0
Subtotal	540,440	540,440	0
Percent	100%	100%	100%
TOTAL: Estimated Purchase Price			
	\$3,760,660	\$862,460	\$2,898,200
Percent	100%	23%	77%

¹Existing land cost based on \$1,800,000 estimate for airpark less \$469,000 for existing buildings.

²Based on assessed value.

³Reflects the additional costs beyond the market value of the existing facilities to relocate Western Helicopter.

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Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only. The number of significant figures displayed are not intended to infer any given level of accuracy.

**Table 8B
Financial Analysis
City of Newberg--Site No. 10
Estimated Initial Cost**

	Total Cost	City Portion	FAA Portion
Items Eligible For FAA Funding:			
Land			
Purchase	\$442,000	\$44,200	\$397,800
Contingency (at 15%)	66,300	6,630	59,670
Subtotal	\$508,300	\$50,830	\$457,470
Construction			
Excavation	\$217,000	\$21,700	\$195,300
Pavement Materials	568,180	56,820	511,360
Tiedowns	10,000	1,000	9,000
Gas Facilities	0	0	0
Clearing	30,000	3,000	27,000
Lighting	90,750	9,080	81,670
Airport Aids	35,000	3,500	31,500
Subtotal	\$950,930	\$95,100	\$855,830
Contingency (at 25 %)	237,730	23,770	213,960
Engineering (at 12%)	114,110	11,410	102,700
Subtotal	\$1,302,770	\$130,280	\$1,172,490
Resident Engineer	70,000	7,000	63,000
TOTAL: Eligible Costs	\$1,881,070	\$188,110	\$1,692,960
Percent	100%	10%	90%
Items Not Eligible for FAA Funding:			
Hangars	480,000	480,000	0
FBO Facilities	208,860	208,860	0
Administrative Office	138,600	138,600	0
Subtotal	\$827,460	\$827,460	\$0
Contingency (at 10%)	82,750	82,750	0
TOTAL: Noneligible Costs	\$910,210	\$910,210	\$0
Percent	100%	100%	0%
TOTAL: Estimated Purchase Price	\$2,791,280	\$1,098,320	\$1,692,960
Percent	100%	39%	61%

improvements which will bring the airpark up to a Basic Utility Stage (BUS) I status. The City's total cost of these items is \$322,020. The noneligible items include the existing buildings and a portion of the costs for relocating Western Helicopters. These costs are \$540,440. Since these costs are not eligible for assistance from the FAA, the total cost to the City is \$862,460.

The cost for constructing a BUS I facility at a new site is listed in Table 8B. These costs are also divided by whether they are eligible for FAA funding. The costs that are not eligible are those costs for constructing buildings. The total cost for developing a BUS I airport at Site No. 10 is \$2,791,280, of which \$1,098,320 would be financed by the City. In comparison to the cost of purchasing and improving Sportsman Airpark to a BUS I facility, the initial cost to the City of constructing a BUS I airport at Site No. 10 is greater by \$235,860.

BASIC UTILITY STAGE II IMPROVEMENTS

As part of the Federal funding agreement, the City will be expected to improve the airport to a Basic Utility Stage II facility. Although the exact time from for these improvements is not established, it is reasonable to expect the improvements to be initiated in the year 1998 and completed in the year 2000. These improvements require additional runway length and other associated expansions.

It is assumed, for both Sportsman Airpark and Site No. 10, that the land purchases for this expansion will take place in the year 1998 and that construction will take place in the year 2000. Tables 9A and 9B compare the opinion of costs associated with improving Sportsman Airpark and Site No. 10 to a Basic Utility Stage II airport. These costs are divided between eligible and noneligible costs for FAA funding.

The cost to the City to upgrade Sportsman Airpark to a BUS II airport is \$646,270. This is approximately \$619,630 more than the \$26,640 to upgrade Site No. 10 to a BUS II facility. The higher cost associated with improving Sportsman Airpark is due to the current space restrictions. In order for Sportsman's Airpark to meet BUS II requirements, existing roads and other facilities will have to be moved. Unlike Sportsman, Site No. 10 is not bordered by other facilities that would constrain expansion.

BOND FINANCING

It is assumed for both sites that the City will issue two bonds. The first in 1990 for the local portion of the initial purchase and improvements and the second in 1998 for the local portion of the BUS II site improvements. Tables 10A and 10B display the estimated size and associated debt service for both bonds for the two respective sites.

Table 9A
Financial Analysis
City of Newberg--Sportsman Airpark
Improvement Costs of Basic Utility Stage II Airport

Improvements	Total Cost (1990 dollars)	Year of Expense	Projected Cost	FAA Portion	City Portion
Additional Land Needs					
North end of HWY 219	\$1,112,500	1998	\$1,643,700	\$1,479,330	\$164,370
Realign HWY 219 to Springbrook	172,200	1998	254,400	228,960	25,440
Climax Facilities and Land	906,000	1998	1,338,600	1,204,740	133,860
Improvements to Springbrook	270,000	1998	398,900	359,010	39,890
Subtotal--Land	\$2,460,700		\$3,635,600	\$3,272,040	\$363,560
Construction					
Road Improvements	\$461,500	2000	\$ 751,700	\$676,530	\$ 75,170
Hwy 219 and Springbrook Intersection					
At Climax Facilities	120,300	2000	196,000	176,400	19,600
Springbrook	971,500	2000	1,582,500	1,424,250	158,250
Hwy 219 and Springbrook Intersection	50,000	2000	81,400	73,260	8,140
Subtotal--Road Construction	\$1,603,300		\$2,611,600	\$2,350,440	\$261,160
Airfield Improvements					
Runway	60,300	2000	98,200	88,380	9,820
Taxiway	31,300	2000	51,000	45,900	5,100
Lighting	5,000	2000	8,100	7,290	810
Subtotal	\$96,600		\$157,300	\$141,570	\$15,730
Contingency (at 25%)	24,150	2000	39,300	35,370	3,930
Engineering (at 12%)	11,590	2000	18,900	17,010	1,890
Subtotal--Airfield Improvements	\$132,340		\$215,500	\$193,950	\$21,550
TOTAL	\$4,196,340		\$6,462,700	\$5,816,430	\$646,270

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Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only. The number of significant figures displayed are not intended to infer any given level of accuracy.

Table 9B
Financial Analysis
City of Newberg--Site No. 10
Improvement Costs for Basic Utility Stage II Airport

Improvements	Total Cost (1990 Dollars)	Year of Expense	Projected Cost	FAA Portion	City Portion
Additional Land Needs					
Purchase Land	\$30,000	1998	\$44,320	\$39,890	\$4,430
Contingency (at 15%)	4,500		6,650	5,980	660
Subtotal--Land	\$34,500		\$50,970	\$45,870	\$5,090
Construction					
Excavation	11,720	2000	19,090	17,180	1,910
Pavement Materials	79,840	2000	130,050	117,050	13,000
Lighting	5,000	2000	8,140	7,330	810
Subtotal	\$96,560		\$157,280	\$141,560	\$15,720
Contingency (at 25%)	24,140	2000	39,320	35,390	3,930
Engineering (at 12%)	15,730	2000	25,620	23,060	2,560
Subtotal--Construction	\$136,430		\$222,220	\$200,010	\$22,210
TOTAL	\$170,930		\$273,190	\$245,880	\$27,300

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Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

Table 10A
Financial Analysis
City of Newberg--Sportsman Airpark
Calculation of Bond Size and Annual Debt Service

----- Bond Issue -----		
	1990	1998
Costs to City of Newberg		
Purchase of Sportsman	\$673,540	
Improvements For BUS I Status	188,920	
Improvements For BUS II Status		\$646,270
Projected Cost to City	\$862,460	\$646,270
Bond Expenses (at 3%)		
	29,740	22,290
Bond Reserve (at 10%)		
	99,130	74,280
Bond Size	\$991,330	\$742,840
Bond Assumption		
Life of Bond in Years	20	20
Interest Rate	7%	7%
ANNUAL DEBT SERVICE	\$93,575	\$70,119

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Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

Table 10B
Financial Analysis
City of Newberg--Site No. 10
Calculation of Bond Size and Annual Debt Service

----- Bond Issue -----		
	1990	1998
Costs to City of Newberg		
Purchase of Site No. 10	\$1,098,320	
Improvements For BUS II Status		\$27,300
Project Cost to City	\$1,098,320	\$27,300
Bond Expenses (at 3%)		
	37,870	940
Bond Reserve (at 10%)		
	126,240	3,140
Bond Size	\$1,262,430	\$31,380
Bond Assumption		
Life of Bond in Years	20	20
Interest Rate	7%	7%
ANNUAL DEBT SERVICE	\$119,164	\$2,962

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Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

CITY OPERATION OF SPORTSMAN AIRPARK

If the City purchases an airport, it is expected that the City would not run the day-to-day operations of the facility. Instead the City would have an FBO run the facility. Assumptions relating to the arrangement between the City and an FBO operating Sportsman Airpark have not changed from Task Order Number 1. The FBO would lease the buildings and land and be able to operate at a profit. In addition, the City would receive revenue from hangar rental, tie-down fees, and gas sales. The City would be responsible for maintenance costs for the land, buildings, and improvements.

For Site No. 10, the assumptions of the arrangement between the City and the FBO are also the same as Task Order Number 1 except for the gasoline pumping revenue. Because the profit to the City of providing this service is minimal (\$.04 per gallon of gas pumped) and the majority of the profit is recognized by the FBO, the option of providing this service at the No. 10 Site, and thus the cost of providing this service, would be left to the FBO. The issue of provided gas pumping facilities was not examined in this analysis. It was assumed that all revenue with the exception of those from fuel, would remain the same for the Site No. 10 location.

Revenues

The revenue to the City, from either of the locations, will be generated from the same sources as outlined in Task Order Number 1, with the exception at Site No. 10 as stated above. Table 11 displays these sources and an opinion of the amount of annual revenue in 1990 for both locations.

Table 12A and 12B display the projected revenue by source for the years 1990 through 2005. These costs are based on the information presented in Table 11 with an assumed inflation rate of 5 percent. Additionally, the projected revenue includes revenue from five new hangars and five new tiedowns which are assumed to be on line in year 2000.

It is assumed that the City will construct these new hangar and tiedown facilities in response to increasing demand for these facilities. Based on State wide estimates of 2 percent average annual increase in demand, and the current number of hangars and tiedowns, the demand in the year 2000 for additional hangars will be slightly higher than five and the demand for additional tiedowns will be slightly less than five. Thus to simplify, it is assumed that in the year 2000 five additional hangars and five additional tiedowns will be on line and that revenue for these facilities will be collected at the same rate as similar facilities in that year.

Table 11
Financial Analysis
City of Newberg--Sportsman Airpark
Revenue To City By Source
1990

Revenues	Square Foot	\$/Square Foot/ Year	Annual Rent
Rent from FBO For:			
Office Space	3,000	\$1.18	\$3,540
Hangars	2,000	0.31	620
Shop	3,250	0.31	1,008
TOTAL Revenue From FBO Rent			\$5,168
	Number of Hangars or Aircraft	Monthly Rate	Annual Revenue
Rent From Plane Owners For:			
Hangars	30	\$115	\$41,400
Tiedowns	20	25	6,000
	Price per Gallon	Gallon per Year	Annual Revenue
Fuel	\$0.04	39,500	\$1,580
Summary		Sportsman Airpark	Site No. 10
Revenue From:			
FBO Rent		\$5,168	\$5,168
Owner's Hangar Rental		41,400	41,400
Owner's Tiedown Rental		6,000	6,000
Fuel		1,580	0
TOTAL		\$54,148	\$52,568

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Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

Table 12A
Financial Analysis
City of Newberg--Sportsman Airpark
Projected Revenue
1990-1995

Year	FBO Rent	Current Hangar Rentals	New Hangar Rentals	Current Tiedown Rentals	New Tiedown Rentals	Fuel	Total
1990	\$5,168	\$41,400	\$0	\$6,000	\$0	\$1,580	\$54,148
1991	5,426	43,470	0	6,300	0	1,659	56,855
1992	5,697	45,644	0	6,615	0	1,742	59,698
1993	5,982	47,926	0	6,946	0	1,829	62,683
1994	6,281	50,322	0	7,293	0	1,921	65,817
1995	6,595	52,838	0	7,658	0	2,017	69,107
1996	6,925	55,480	0	8,041	0	2,117	72,563
1997	7,271	58,254	0	8,443	0	2,223	76,191
1998	7,635	61,167	0	8,865	0	2,334	80,001
1999	8,016	64,225	0	9,308	0	2,451	84,001
2000	8,417	67,436	11,239	9,773	2,443	2,574	101,883
2001	8,838	70,808	11,801	10,262	2,566	2,702	106,977
2002	9,280	74,348	12,391	10,775	2,694	2,837	112,326
2003	9,744	78,066	13,011	11,314	2,828	2,979	117,943
2004	10,231	81,969	13,662	11,880	2,970	3,128	123,840
2005	\$10,743	\$86,068	\$14,345	\$12,474	\$3,118	\$3,285	\$130,032

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Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only. The number of significant figures displayed are not intended to infer any given level of accuracy.

Table 12B
Financial Analysis
City of Newberg--Site No. 10
Projected Revenue
1990-1995

Year	FBO Rent	Current Hangar Rentals	New Hangar Rentals	Current Tiedown Rentals	New Tiedown Rentals	Fuel	Total
1990	\$5,168	\$41,400	\$0	\$6,000	\$0	\$0	\$52,568
1991	5,426	43,470	0	6,300	0	0	55,196
1992	5,697	45,644	0	6,615	0	0	57,956
1993	5,982	47,926	0	6,946	0	0	60,853
1994	6,281	50,322	0	7,293	0	0	63,896
1995	6,595	52,838	0	7,658	0	0	67,091
1996	6,925	55,480	0	8,041	0	0	70,445
1997	7,271	58,254	0	8,443	0	0	73,968
1998	7,635	61,167	0	8,865	0	0	77,666
1999	8,016	64,225	0	9,308	0	0	81,549
2000	8,417	67,436	11,239	9,773	2,443	0	99,310
2001	8,838	70,808	11,801	10,262	2,566	0	104,275
2002	9,280	74,348	12,391	10,775	2,694	0	109,489
2003	9,744	78,066	13,011	11,314	2,828	0	114,963
2004	10,231	81,969	13,662	11,880	2,970	0	120,711
2005	\$10,743	\$86,068	\$14,345	\$12,474	\$3,118	\$0	\$126,747

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Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only. The number of significant figures displayed are not intended to infer any given level of accuracy.

Expenses

Tables 13A and 13B display the estimated expenditures for 1990 through 2005. These annual expense estimates are based on the assumptions outlined in Task Order Number 1.

The annual expense is different between the two tables because the annual debt service is different for the purchase and improvements for Sportsman Airpark than it is for the Site No. 10. The annual expenses are lower for Sportsman Airpark for the years 1990 through 1998. For the years 1999 through 2005 the expenses are higher for Sportsman Airpark than for Site No. 10. This reflects the lower debt service for the initial purchase cost of Sportsman Airpark, and then the higher debt service cost of the BUS II improvement costs.

Sources And Uses Of Funds

Tables 14A and 14B summarize the sources and uses of funds for the years 1990 through 2005 for the purchase of Sportsman Airpark and Site No. 10 respectively. The revenue, sources of funds, consists of: The beginning balance, proceeds from bonds, annual revenues, and interest income. The expenses, uses of funds, consists of: Purchasing the facilities, improving the facilities, bond expenses, O&M expenses, construction and improvements, and debt service.

The ending fund balance is equal to the total revenue minus all expenses. In Task Order Number 1 it was assumed that the ending fund balance would be used for the construction of new hangars and tiedowns, resurfacing the runways, and the required bond reserve, the same assumption is made for this analysis.

Table 14A displays the revenue, source of funds, and the expenses, use of funds, for the purchase of Sportsman Airpark. Based on the assumptions of the analysis, the annual revenue collected will not cover the annual expenses starting in 1993. This insufficiency will increase for the remainder of this study period to approximately \$1.3 million in the year 2005.

The uses of the ending fund balance includes unrestricted funds. The unrestricted income indicates the amount of the ending fund balance that is available for other purposes. Thus in the years that the unrestricted balance is negative, the ending fund balance is not sufficient in covering the savings for the construction of hangars and tiedowns, resurfacing of landing areas, and the bond reserve fund. Based on the schedule for these funds, the ending fund balance will be insufficient by the year 1991.

Table 14B displays a similar picture for Site No. 10. The projections for this analysis indicate that by the year 1993 the expenses will be greater than the revenue and the ending fund balance will be insufficient by the year 1991.

Table 13A
Financial Analysis
City of Newberg--Sportsman Airpark
Annual Expenditures
1990--1995

Year	--- Debt Service ---		Airport Manager	Staff	Annual Maintenance	Total
	1990 Issue	1998 Issue				
1990	\$0	\$0	\$5,000	\$7,000	\$8,000	\$20,000
1991	93,575	0	5,250	7,350	8,400	114,575
1992	93,575	0	5,513	7,718	8,820	115,625
1993	93,575	0	5,788	8,103	9,261	116,727
1994	93,575	0	6,078	8,509	9,724	117,885
1995	93,575	0	6,381	8,934	10,210	119,100
1996	93,575	0	6,700	9,381	10,721	120,376
1997	93,575	0	7,036	9,850	11,257	121,717
1998	93,575	0	7,387	10,342	11,820	123,124
1999	93,575	70,119	7,757	10,859	12,411	194,720
2000	93,575	70,119	8,144	11,402	13,031	196,271
2001	93,575	70,119	8,552	11,972	13,683	197,900
2002	93,575	70,119	8,979	12,571	14,367	199,611
2003	93,575	70,119	9,428	13,200	15,085	201,406
2004	93,575	70,119	9,900	13,860	15,839	203,292
2005	93,575	70,119	10,395	14,552	16,631	205,272

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Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

**Table 13B
Financial Analysis
City of Newberg--Site No. 10
Annual Expenditures
1990--1995**

Year	--- Debt Service ---		Airport Manager	Staff	Annual Maintenance	Total
	1990 Issue	1998 Issue				
1990	\$0	\$0	\$5,000	\$7,000	\$8,000	\$ 20,000
1991	119,164	0	5,250	7,350	8,400	140,164
1992	119,164	0	5,513	7,718	8,820	141,214
1993	119,164	0	5,788	8,103	9,261	142,317
1994	119,164	0	6,078	8,509	9,724	143,475
1995	119,164	0	6,381	8,934	10,210	144,690
1996	119,164	0	6,700	9,381	10,721	145,966
1997	119,164	0	7,036	9,850	11,257	147,306
1998	119,164	0	7,387	10,342	11,820	148,714
1999	119,164	2,890	7,757	10,859	12,411	153,153
2000	119,164	2,890	8,144	11,402	13,031	154,704
2001	119,164	2,890	8,552	11,972	13,683	156,333
2002	119,164	2,890	8,979	12,571	14,367	158,044
2003	119,164	2,890	9,428	13,200	15,085	159,839
2004	119,164	2,890	9,900	13,860	15,839	161,725
2005	119,164	2,890	10,395	14,552	16,631	163,705

CVOR14/094.51

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

Table 14A
Financial Analysis
City of Newberg--Sportsman Airpark
Sources and Uses of Funds
1990-2005

Sources and Uses	1990	1991	1992	1993	1994	1995	1996	1997
SOURCES:								
Beginning Fund Balance	\$0	\$133,278	\$84,887	\$34,902	(\$16,699)	(\$69,936)	(\$124,824)	(\$181,375)
Proceeds from Bond Issue	991,330	0	0	0	0	0	0	0
Annual Revenues:								
FBO Rent	5,168	5,426	5,697	5,982	6,281	6,595	6,925	7,271
Hangar Rent	41,400	43,470	45,644	47,926	50,322	52,838	55,480	58,254
Tiedown Rent	6,000	6,300	6,615	6,946	7,293	7,658	8,041	8,443
Fuel	1,580	1,659	1,742	1,829	1,921	2,017	2,117	2,223
Subtotal	\$54,148	\$56,855	\$59,698	\$62,683	\$65,817	\$69,107	\$72,563	\$76,191
INTEREST INCOME ON:								
Hangar and Tiedown Account	0	681	1,409	2,189	3,023	3,915	4,870	5,892
Landing Surface Improvements	0	40	83	128	177	230	286	345
Bond Reserves	0	6,939	6,939	6,939	6,939	6,939	6,939	6,939
Unrestricted Funds	0	1,670	(2,489)	(6,813)	(11,308)	(15,980)	(20,833)	(25,873)
Subtotal	\$0	\$9,329	\$5,942	\$2,443	\$(1,169)	\$(4,896)	\$(8,738)	\$(12,696)
TOTAL SOURCES	\$1,045,478	\$199,462	\$150,527	\$100,028	\$47,949	\$(5,724)	\$(60,999)	\$(117,881)

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

Table 14A
Financial Analysis
City of Newberg--Sportsman Airpark
Sources and Uses of Funds
1990-2005

Sources and Uses	1990	1991	1992	1993	1994	1995	1996	1997
USES:								
Intital Purchase	862,460	0	0	0	0	0	0	0
Improvements for BUS II Status	0	0	0	0	0	0	0	0
Bond Expense	29,740	0	0	0	0	0	0	0
Airport Manager	5,000	5,250	5,513	5,788	6,078	6,381	6,700	7,036
Staff	7,000	7,350	7,718	8,103	8,509	8,934	9,381	9,850
Annual Maintenance	8,000	8,400	8,820	9,261	9,724	10,210	10,721	11,257
Construction of Hangars	0	0	0	0	0	0	0	0
Construction of Tiedowns	0	0	0	0	0	0	0	0
Improvements to Landing Surfaces	0	0	0	0	0	0	0	0
Debt Service--1990 Issue	0	93,575	93,575	93,575	93,575	93,575	93,575	93,575
Debt Service--1998 Issue	0	0	0	0	0	0	0	0
Total Expense	\$912,200	\$114,575	\$115,625	\$116,727	\$117,885	\$119,100	\$120,376	\$121,717
TOTAL: ENDING FUND BALANCE	\$133,278	\$84,887	\$34,902	\$(16,699)	\$(69,936)	\$(124,824)	\$(181,375)	\$(239,597)
USES OF ENDING FUND BALANCE:								
Hangar and Tiedown Account	9,726	20,134	31,269	43,185	55,934	69,576	84,172	99,791
Landing Surface Improvements	570	1,180	1,833	2,532	3,279	4,079	4,935	5,850
Bond Reserves	99,130	99,130	99,130	99,130	99,130	99,130	99,130	99,130
Unrestricted Funds	23,851	(35,557)	(97,330)	(161,545)	(228,279)	(297,608)	(369,612)	(444,368)
TOTAL	\$133,278	\$84,887	\$34,902	\$(16,699)	\$(69,936)	\$(124,824)	\$(181,375)	\$(239,597)

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

Table 14A
Financial Analysis
City of Newberg--Sportsman Airpark
Sources and Uses of Funds
1990-2005

Sources and Uses	1998	1999	2000	2001	2002	2003	2004	2005
SOURCES:								
Beginning Fund Balance	\$(239,597)	\$(225,212)	\$(351,696)	\$(605,087)	\$(747,366)	\$(886,965)	\$(1,032,517)	\$(1,184,245)
Proceeds from Bond Issue	742,840	0	0	0	0	0	0	0
Annual Revenues								
FBO Rent	7,635	8,016	8,417	8,838	9,280	9,744	10,231	10,743
Hangar Rent	61,167	64,225	78,676	82,609	86,740	91,077	95,631	100,412
Tiedown Rent	8,865	9,308	12,217	12,828	13,469	14,142	14,849	15,592
Fuel	2,334	2,451	2,574	2,702	2,837	2,979	3,128	3,285
Subtotal	80,001	84,001	101,883	106,977	112,326	117,943	123,840	130,032
INTEREST INCOME ON:								
Hangar and Tiedown Account	\$6,985	\$8,155	\$9,407	\$1,339	\$2,114	\$2,943	\$3,830	\$4,778
Landing Surface Improvements	410	478	551	630	84	130	179	231
Bond Reserves	6,939	12,139	12,139	12,139	12,139	12,139	12,139	12,139
Unrestricted Funds	(31,106)	(36,537)	(46,716)	(56,464)	(66,652)	(77,299)	(88,423)	(100,046)
Subtotal	(16,772)	(15,765)	(24,619)	(42,356)	(52,316)	(62,088)	(72,276)	(82,897)
TOTAL SOURCES	\$566,472	\$(156,976)	\$(274,432)	\$(540,465)	\$(687,355)	\$(831,110)	\$(980,953)	\$(1,137,110)

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

Table 14A
Financial Analysis
City of Newberg--Sportsman Airpark
Sources and Uses of Funds
1990-2005

Sources and Uses	1998	1999	2000	2001	2002	2003	2004	2005
USES:								
Initial Purchase	0	0	0	0	0	0	0	0
Improvements for BUS II Status	646,270	0	0	0	0	0	0	0
Bond Expense	22,290	0	0	0	0	0	0	0
Airport Manager	7,387	7,757	8,144	8,552	8,979	9,428	9,900	10,395
Staff	10,342	10,859	11,402	11,972	12,571	13,200	13,860	14,552
Annual Maintenance	11,820	12,411	13,031	13,683	14,367	15,085	15,839	16,631
Construction of Hangars	0	0	130,312	0	0	0	0	0
Construction of Tiedowns	0	0	4,072	0	0	0	0	0
Improvements to Land Surfaces	0	0	0	9,000	0	0	0	0
Debt Service--1990 Issue	93,575	93,575	93,575	93,575	93,575	93,575	93,575	93,575
Debt Service--1998 Issue	0	70,119	70,119	70,119	70,119	70,119	70,119	70,119
Total Expenses	\$791,684	\$194,720	\$330,665	\$206,900	\$199,611	\$201,406	\$203,292	\$205,272
TOTAL: ENDING FUND BALANCE								
	(\$225,212)	(\$351,696)	(\$605,087)	(\$747,366)	(\$886,965)	(\$1,032,517)	(\$1,184,245)	(\$1,342,382)
USES OF ENDING FUND BALANCE								
Hangar and Tiedown Account	116,502	134,384	19,133	30,199	42,039	54,708	68,264	82,769
Landing Surface Improvements	6,830	7,878	9,000	1,200	1,854	2,554	3,303	4,105
Bond Reserves	173,410	173,410	173,410	173,410	173,410	173,410	173,410	173,410
Unrestricted Funds	(521,954)	(667,368)	(806,630)	(952,175)	(1,104,269)	(1,263,189)	(1,429,223)	(1,602,666)
TOTAL	(\$225,212)	(\$351,696)	(\$605,087)	(\$747,366)	(\$886,965)	(\$1,032,517)	(\$1,184,245)	(\$1,342,382)

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

Table 14B
Financial Analysis
City of Newberg--Site No. 10
Sources and Uses of Funds
1990-2005

Sources and Uses	1990	1991	1992	1993	1994	1995	1996	1997
SOURCES:								
Beginning Fund Balance	\$0	\$158,808	\$84,955	\$7,644	(\$73,285)	(\$157,993)	(\$246,652)	(\$339,439)
Proceeds from Bond Issue	1,262,430	0	0	0	0	0	0	0
Annual Revenues								
FBO Rent	5,168	5,426	5,697	5,982	6,281	6,595	6,925	7,271
Hangar Rent	41,400	43,470	45,644	47,926	50,322	52,838	55,480	58,254
Tiedown Rent	6,000	6,300	6,615	6,946	7,293	7,658	8,041	8,443
Fuel	0	0	0	0	0	0	0	0
Subtotal	\$52,568	\$55,196	\$57,956	\$60,853	\$63,896	\$67,091	\$70,445	\$73,968
INTEREST INCOME ON:								
Hangar and Tiedown Account	0	681	1,409	2,189	3,023	3,915	4,870	5,892
Landing Surface Improvements	0	40	83	128	177	230	286	345
Bond Reserves	0	8,837	8,837	8,837	8,837	8,837	8,837	8,837
Unrestricted Funds	0	1,559	(4,382)	(10,619)	(17,167)	(24,041)	(31,258)	(38,835)
Subtotal	\$0	\$11,117	\$5,947	\$535	\$(5,130)	\$(11,060)	\$(17,266)	\$(23,761)
TOTAL SOURCES	\$1,314,998	\$225,120	\$148,858	\$69,032	\$(14,519)	\$(101,962)	\$(193,472)	\$(289,232)

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

Table 14B
Financial Analysis
City of Newberg--Site No. 10
Sources and Uses of Funds
1990-2005

Sources and Uses	1990	1991	1992	1993	1994	1995	1996	1997
USES:		0	0	0	0	0	0	0
Initial Purchase	1,098,320	0	0	0	0	0	0	0
Improvements for BUS II Status	0	0	0	0	0	0	0	0
Bond Expense	37,870	0	0	0	0	0	0	0
Airport Manager	5,000	5,250	5,513	5,788	6,078	6,381	6,700	7,036
Staff	7,000	7,350	7,718	8,103	8,509	8,934	9,381	9,850
Annual Maintenance	8,000	8,400	8,820	9,261	9,724	10,210	10,721	11,257
Construction of Hangars	0	0	0	0	0	0	0	0
Construction of Tiedowns	0	0	0	0	0	0	0	0
Improvements to Landing Surfaces	0	0	0	0	0	0	0	0
Debt Service--1990 Issue	0	119,164	119,164	119,164	119,164	119,164	119,164	119,164
Debt Service--1998 Issue	0	0	0	0	0	0	0	0
Total Expense	\$1,156,190	\$140,164	\$141,214	\$142,317	\$143,475	\$144,690	\$145,966	\$147,306
TOTAL: ENDING FUND BALANCE	\$158,808	\$84,955	\$7,644	\$(73,285)	\$(157,993)	\$(246,652)	\$(339,439)	\$(436,538)
USES OF ENDING FUND BALANCE:								
Hangar and Tiedown Account	9,726	20,134	31,269	43,185	55,934	69,576	84,172	99,791
Landing Surface Improvements	570	1,180	1,833	2,532	3,279	4,079	4,935	5,850
Bond Reserves	126,240	126,240	126,240	126,240	126,240	126,240	126,240	126,240
Unrestricted Funds	22,271	(62,598)	(151,699)	(245,241)	(343,446)	(446,546)	(554,785)	(668,419)
TOTAL	\$158,808	\$84,955	\$7,644	\$(73,285)	\$(157,993)	\$(246,652)	\$(339,439)	\$(436,538)

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

**Table 14B
Financial Analysis
City of Newberg--Site No. 10
Sources and Uses of Funds
1990-2005**

Sources and Uses	1998	1999	2000	2001	2002	2003	2004	2005
SOURCE:								
Beginning Fund Balance	(436,538)	(535,003)	(644,071)	(878,863)	(1,001,369)	(1,119,948)	(1,243,149)	(1,371,111)
Proceeds from Bond Issue	31,380	0	0	0	0	0	0	0
Annual Revenues								
FBO Rent	7,635	8,016	8,417	8,838	9,280	9,744	10,231	10,743
Hangar Rent	61,167	64,225	78,676	82,609	86,740	91,077	95,631	100,412
Tiedown Rent	8,865	9,308	12,217	12,828	13,469	14,142	14,849	15,592
Fuel	0	0	0	0	0	0	0	0
Subtotal	\$77,666	\$81,549	\$99,310	\$104,275	\$109,489	\$114,963	\$120,711	\$126,747
INTEREST INCOME ON:								
Hangar and Tiedown Account	6,985	8,155	9,407	1,339	2,114	2,943	3,830	4,778
Landing Surface Improvements	410	478	551	630	84	130	179	231
Bond Reserves	8,837	9,057	9,057	9,057	9,057	9,057	9,057	9,057
Unrestricted Funds	(46,789)	(55,140)	(64,099)	(72,550)	(81,360)	(90,540)	(100,106)	(110,072)
Subtotal	\$(46,789)	\$55,140	\$(45,084)	\$(61,524)	\$(70,105)	\$(78,411)	\$(87,041)	\$(96,005)
TOTAL SOURCES	\$(358,050)	\$(490,904)	\$(589,831)	\$(836,169)	\$(962,118)	\$(1,083,610)	\$(1,209,779)	\$(1,340,736)

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

**Table 14B
Financial Analysis
City of Newberg--Site No. 10
Sources and Uses of Funds
1990-2005**

Sources and Uses	1998	1999	2000	2001	2002	2003	2004	2005
USES:								
Initial Purchase	0	0	0	0	0	0	0	0
Improvements for BUS II Status	27,300	0	0	0	0	0	0	0
Bond Expense	940	0	0	0	0	0	0	0
Airport Manager	7,387	7,757	8,144	8,552	8,979	9,428	9,900	10,395
Staff	0	10,859	11,402	11,972	12,571	13,200	13,860	14,552
Annual Maintenance	0	12,411	13,031	13,683	14,367	15,085	15,839	16,631
Construction of Hangars	0	0	130,312	0	0	0	0	0
Construction of Tiedowns	0	0	4,072	0	0	0	0	0
Improvements to Landing Surfaces	0	0	0	9,000	0	0	0	0
Debt Service--1990 Issue	119,164	119,164	119,164	119,164	119,164	119,164	119,164	119,164
Debt Service--1998 Issue	0	2,962	2,962	2,962	2,962	2,962	2,962	2,962
Total Expense	\$176,954	\$153,153	\$289,088	\$165,333	\$158,044	\$159,839	\$161,725	\$163,705
TOTAL: ENDING FUND BALANCE								
	\$(535,003)	\$(644,057)	\$(878,919)	\$(1,001,502)	\$(1,120,162)	\$(1,243,449)	\$(1,371,505)	\$(1,504,468)
USES OF ENDING FUND BALANCE:								
Hangar and Tiedown Account	116,502	134,384	19,133	30,199	42,039	54,708	68,264	82,769
Landing Surface Improvements	6,830	7,878	9,000	1,200	1,854	2,554	3,303	4,105
Bond Reserves	129,380	129,380	129,380	129,380	129,380	129,380	129,380	129,380
Unrestricted Funds	(787,715)	(915,699)	(1,036,433)	(1,162,281)	(1,293,436)	(143,092)2	(1,572,452)	(1,720,722)
TOTAL	\$(535,003)	\$(644,057)	\$(878,919)	\$(1,001,502)	\$(1,120,162)	\$(1,243,449)	\$(1,371,505)	\$(1,504,468)

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

ECONOMIC ANALYSIS SUMMARY

This analysis reviewed the financial aspects of two potential airport purchases by the City of Newberg. The first site was Sportsman Airpark, which is currently in operation in the City of Newberg. The second is development of an airport at a new site, which was used as a cost comparison.

The purchase cost of both locations was based on the airport being developed to a Basic Utility Stage I facility. Additionally, it was assumed that both facilities will be upgraded to a Basic Utility Stage II facility by the year 2000. The annual revenues and expenditures for both facilities is based on the assumptions stated in Task Order Number 1 with the exception of gas pumping revenue at Site No. 10.

The financial difference between the two sites primarily stems from the different funding requirements to purchase and improve the facilities. The initial cost of purchasing the BUS I facility is approximately \$235,860 greater for Site No. 10. On the other hand, it is more costly to make BUS II improvements at Sportsman Airpark than at alternative location because of existing land use constraints and developments surrounding Sportsman Airpark.

The result of the analysis was that neither of the sites was profitable in future years. The annual sources of funds for Sportsman Airpark is not sufficient to cover the annual uses of funds starting in the year 1993 and the ending fund balance is insufficient in covering its earmarked uses starting in the year 1991. Site No. 10, will have a negative ending fund balance starting in the year 1993 and will not have sufficient funds to cover its earmarked uses starting in the year 1991.

Based strictly on the assumptions of this analysis, it is not financially in the best interest of the City to purchase Sportsman Airpark or Site No. 10.

VI. CONCLUSIONS AND RECOMMENDATIONS

CONCLUSIONS

The site selection study for the City of Newberg has resulted in the following conclusions.

- The FAA will only support the development of an airport that will eventually reach Basic Utility Stage II requirements.
- A study area is better defined by geographical constraints rather than travel time constraints. This is due to the proximity of mountains north and northeast of the City and the location of McMinnville Airport to the southwest.
- The best alternative sites were located in Marion County.
- Due to the severity of the terrain, no potential sites were identified in the area located East of the City and North of the Willamette River.
- All alternative sites are located on land zoned exclusive farm use (EFU). Public opposition to building on EFU land was not studied.
- Marion County and the City of St. Paul will not support a new airport.
- If landowners at a new site choose not to sell, condemnation procedures would be required to obtain the land.
- The primary costs to the City for developing a new facility are building construction costs which are not eligible for FAA funding.
- The primary cost of purchasing and upgrading Sportsman Airpark is the purchase of buildings not eligible for FAA funding, land costs off the north end of the runway and road construction costs due to necessary changes in the traffic flow pattern.
- The scope of work for this study did not include the evaluation of Highway 219 realignment alternatives and costs for the Sportsman Airpark site.

RECOMMENDATIONS

Based on discussions with your staff, the FAA and the conclusions reached in this study, we recommend that the City of Newberg not purchase Sportsman Airpark or pursue the development of a new airport facility at this time. The financial analysis

shows the airport would have to be subsidized by the City. Also, the development of either Sportsman Airpark or a new facility will impact the surrounding land owners. Public opposition to the acquisition of the land required was beyond the scope of this project, however, it is apparent that the City of St. Paul and Marion County would not support developing a new airport facility. Developing Sportsman Airpark not only affects the landowners off the north end, but homes and businesses along the new traffic flow routes.

While Sportsman Airpark will someday probably be turned into an industrial park by a developer, the City will benefit from this arrangement. The increase in land value will increase tax revenues. In addition, the number of employment opportunities will be greater than is currently available at Sportsman Airpark.

If Sportsman Airpark does close, the City will lose an important asset to the community. The individuals and businesses who work at or base their aircraft at Sportsman Airpark, will need to relocate. However, McMinnville Airport is located approximately 12 road miles to the southwest. The travel time to McMinnville is reasonable for a local facility. McMinnville Airport can provide all the services necessary to the aviation community, except hangar rental space, at this time. Therefore, while the benefits of having an airport identified with the City may be lost, an airport is nearby that can fill the aviation needs of the community.

VII. REFERENCES

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- FAA Order 5050.4A, Airport Environmental Handbook, U.S. Department of Transportation, October 8, 1985.
- FAA Order 5100.38A, Airport Improvement Program (AIP) Handbook, U.S. Department of Transportation, October 24, 1989.
- Federal Aviation Regulation, Par 77, Objects Affecting Navigable Airspace, U.S. Department of Transportation, May 1, 1965 with Amendments 77-1 through 77-8.
- Flood Plain Information Willamette River Chelalem Creek Newberg, Oregon, U.S. Army Corps of Engineers.
- Marion County Comprehensive Plan, Agricultural Lands.
- Marion County Comprehensive Plan, Chapter 136, Exclusive Farm Use Zone.
- Marion County Comprehensive Plan, Chapter 171, P Public Zone.
- McMinnville Airport Master Plan, 1980-2000.
- Meeting with Russell Nebon, Chief Planner, Marion County, December 11, 1989.
- National Climatic Center, National Environmental Satellite, Data, and Information Service, National Oceanic and Atmospheric Administration, U.S. Department of Commerce.
- Oregon Administrative Rules, Interpretation of Goal 2 Exception Process, Division 4-- Land Conservation and Development Commission, Chapter 660, January 1988.
- Requirements for Comprehensive Plan Amendments in Marion County.
- Survey of Marion County Area, Oregon, Soil Conservation Service, U.S. Department of Agriculture, September 1972.
- Telephone Conversation with Ken Bierley, State Division of Lands Regulations, December 22, 1989.
- Telephone Conversations with Don Larson, FAA State Planner
- Telephone Conversation with Joe Paiva, Resource and Development Director, State Department of Parks, December 8, 1989.

Appendix A
FINANCIAL ALTERNATIVES FOR A NEW AIRPORT

Appendix A

FINANCING ALTERNATIVES FOR A NEW AIRPORT

A couple of financial alternatives were evaluated to better clarify the economic feasibility of the City of Newberg developing a new airport. Two scenarios were evaluated. One scenario assumed the FBO would be responsible for the building of all buildings required. The second scenario assumed the City would build the hangars and the FBO would be responsible for all other buildings.

Additional assumptions common to both scenarios are:

1. The party responsible for building the hangars would receive the revenue generated from the rent.
2. Resident engineering costs were reduced to \$30,000 to reflect having the engineer on site only during critical periods.
3. The number of tie-downs was increased to 25.
4. Gas revenue remained at zero
5. The precision approach path indicator lighting system was removed because it is not needed for the development of the airport (Cost = \$22,000).
6. The City would not build additional hangars during the study period.

The economic evaluation of these two alternatives shows that the scenario with the City building the hangars is a better scenario. But even under this scenario, the unrestricted funds become negative in 1991 and the ending fund balance negative in 1993. This remains the same as the analysis for Site No. 10 presented in the report, only the amounts have changed.

If the City built the hangars, the FBO is left to finance the maintenance hangar, administrative building, and fueling facilities at the airport. None of these items are eligible for FAA funding and would have to be financed by the FBO or in some joint agreement worked out with the City.

Sources of revenue that were not addressed were the leasing of the airport grounds to the FBO and the potential revenue from leasing farm land back to farmers. The revenues from these sources probably would not be enough to offset the debt shown in Table A12. This potential revenue was not evaluated because the overall financial

picture illustrated that purchasing an airpark or developing a new facility is not financially favorable.

The opinion of costs in these tables remain unchanged from the report, except to reflect the assumptions stated earlier. Tables A1 through A6 cover the economic analysis when the FBO is responsible for all buildings and Tables A7 through A12 cover the economic analysis when the City is responsible for the hangars.

The initial costs for the two scenarios is shown in Table A1 and Table A7. Tables A2 and A8 contain the costs to improve the airport from a BUS I to a BUS II facility. Tables A3 and A9 show the bond size and the annual debt service. Tables A4, A5, A10 and A11 show the projected revenues and expenditures for each site over the length of the study period. The summary of the financial analysis is presented in Tables A6 and A12. As shown in Table A6, for the scenario where the FBO is responsible for all buildings, the unrestricted funds are negative beginning in the year 1990 and the ending fund balance becomes negative in 1991.

Table A1
Financial Analysis
City of Newberg--No FBO Facilities Provided, FBO Builds Hangars
Estimated Initial Cost

	Total Cost	City Portion	FAA Portion
Items Eligible For FAA Funding:			
Land			
Purchase	\$442,000	\$44,200	\$397,800
Contingency (at 15%)	66,300	6,630	59,670
Subtotal	\$508,300	\$50,830	\$457,470
Construction			
Excavation	\$217,000	\$21,700	\$195,300
Pavement Materials	568,180	56,820	511,360
Tiedowns	12,500	1,250	11,250
Gas Facilities	0	0	0
Clearing	30,000	3,000	27,000
Lighting	68,750	6,880	61,870
Airport Aids	35,000	3,500	31,500
Subtotal	\$931,430	\$93,150	\$838,280
Contingency (at 25 %)	232,860	23,290	209,570
Engineering (at 12%)	111,770	11,180	100,590
Subtotal	\$1,276,060	\$127,620	\$1,148,440
Resident Engineer	30,000	3,000	27,000
TOTAL: Eligible Costs	\$1,814,360	\$181,450	\$1,632,910
Percent	100%	10%	90%
Items Not Eligible for FAA Funding:			
Hangars	0	0	0
FBO Facilities	0	0	0
Administrative Office	0	0	0
Subtotal	\$0	\$0	\$0
Contingency (at 10%)	0	0	0
TOTAL: Noneligible Costs	\$0	\$0	\$0
Percent	0%	0%	0%
TOTAL: Estimated Purchase Price	\$1,814,360	\$181,450	\$1,632,910
Percent	100%	10%	90%

CVOR14/021.51

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

Table A2
Financial Analysis
City of Newberg--No FBO Facilities Provided, FBO Builds Hangars
Improvement Costs for Basic Utility Stage II Airport

Improvements	Total Cost (1990 Dollars)	Year of Expense	Projected Cost	FAA Portion	City Portion
Additional Land Needs					
Purchase Land	\$30,000	1998	\$44,320	\$39,890	\$4,430
Contingency (at 15%)	4,500		6,650	5,980	660
Subtotal--Land	\$34,500		\$50,970	\$45,870	\$5,090
Construction					
Excavation	11,720	2000	19,090	17,180	1,910
Pavement Materials	79,840	2000	130,050	117,050	13,000
Lighting	5,000	2000	8,140	7,330	810
Subtotal	\$96,560		\$157,280	\$141,560	\$15,720
Contingency (at 25%)	24,140	2000	39,320	35,390	3,930
Engineering (at 12%)	15,730	2000	25,620	23,060	2,560
Subtotal--Construction	\$136,430		\$222,220	\$200,010	\$22,210
TOTAL	\$170,930		\$273,190	\$245,880	\$27,300

CVOR14/028.51

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

**Table A3
Financial Analysis
City of Newberg--No FBO Facilities Provided, FBO Builds Hangars
Calculation of Bond Size and Annual Debt Service**

----- Bond Issue -----		
	1990	1998
Costs to City of Newberg		
Purchase of Site No. 10	\$181,450	
Improvements For BUS II Status		\$27,300
Project Cost to City	\$181,450	\$27,300
Bond Expenses (at 3%)		
	6,260	940
Bond Reserve (at 10%)		
	20,860	3,140
Bond Size	\$208,570	\$31,380
Bond Assumption		
Life of Bond in Years	20	20
Interest Rate	7%	7%
ANNUAL DEBT SERVICE	\$19,688	\$2,962

CVOR14/030.51

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only. The number of significant figures displayed are not intended to infer any given level of accuracy.

Table A4
Financial Analysis
City of Newberg--No FBO Facilities Provided, FBO Builds Hangars
Projected Revenue
1990-1995

Year	FBO Rent	Current Hangar Rentals	New Hangar Rentals	Current Tiedown Rentals	New Tiedown Rentals	Fuel	Total
1990	\$0	\$0	\$0	\$7,500	\$0	\$0	\$7,500
1991	0	0	0	7,878	0	0	7,875
1992	0	0	0	8,269	0	0	8,269
1993	0	0	0	8,682	0	0	8,682
1994	0	0	0	9,116	0	0	9,116
1995	0	0	0	9,572	0	0	9,572
1996	0	0	0	10,051	0	0	10,051
1997	0	0	0	10,553	0	0	10,553
1998	0	0	0	11,081	0	0	11,081
1999	0	0	0	11,635	0	0	11,635
2000	0	0	0	12,217	0	0	12,217
2001	0	0	0	12,828	0	0	12,828
2002	0	0	0	13,469	0	0	13,469
2003	0	0	0	14,142	0	0	14,142
2004	0	0	0	14,849	0	0	14,849
2005	0	0	0	15,592	0	0	15,592

CVOR14/032.51

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only. The number of significant figures displayed are not intended to infer any given level of accuracy.

Table A5
Financial Analysis
City of Newberg--No FBO Facilities Provided, FBO Builds Hangars
Annual Expenditures
1990--2005

Year	--- Debt Service ---		Airport Manager	Staff	Annual Maintenance	Total
	1990 Issue	1998 Issue				
1990	\$0	\$0	\$5,000	\$7,000	\$8,000	\$20,000
1991	\$19,688	0	5,250	7,350	8,400	\$40,688
1992	\$19,688	0	5,513	7,718	8,820	\$41,738
1993	\$19,688	0	5,788	8,103	9,261	\$42,840
1994	\$19,688	0	6,078	8,509	9,724	\$43,998
1995	\$19,688	0	6,381	8,934	10,210	\$45,213
1996	\$19,688	0	6,700	9,381	10,721	\$46,489
1997	\$19,688	0	7,036	9,850	11,257	\$47,830
1998	\$19,688	0	7,387	10,342	11,820	\$49,237
1999	\$19,688	2,962	7,757	10,859	12,411	\$53,676
2000	\$19,688	2,962	8,144	11,402	13,031	\$55,227
2001	\$19,688	2,962	8,552	11,972	13,683	\$56,856
2002	\$19,688	2,962	8,979	12,571	14,367	\$58,567
2003	\$19,688	2,962	9,428	13,200	15,085	\$60,363
2004	\$19,688	2,962	9,900	13,860	15,839	\$62,248
2005	\$19,688	2,962	10,395	14,552	16,631	\$64,228

CVOR14/033.51

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

Table A6
Financial Analysis
City of Newberg--No FBO Facilities Provided, FBO Builds Hangars
Sources and Uses of Funds
1990-2005

Sources and Uses	1990	1991	1992	1993	1994	1995	1996	1997
SOURCES:								
Beginning Fund Balance	\$0	\$8,360	(\$23,867)	(\$59,007)	(\$97,295)	(\$138,987)	(\$184,357)	\$233,701
Proceeds from Bond Issue	208,570	0	0	0	0	0	0	0
Annual Revenues								
FBO Rent	0	0	0	0	0	0	0	0
Hangar Rent	0	0	0	0	0	0	0	0
Tiedown Rent	7,500	7,875	8,269	8,682	9,116	9,572	10,051	10,553
Fuel	0	0	0	0	0	0	0	0
Subtotal	\$7,500	\$7,875	\$8,269	\$8,682	\$9,116	\$9,572	\$10,051	\$10,553
INTEREST INCOME ON:								
Landing Surface Improvements	0	40	83	128	177	230	286	345
Bond Reserves	0	1,460	1,460	1,460	1,460	1,460	1,460	1,460
Unrestricted Funds	0	(915)	(3,214)	(5,719)	(8,448)	(11,419)	(14,651)	(18,165)
Subtotal	\$0	\$585	(\$1,671)	(\$4,130)	(\$6,811)	\$(9,729)	(\$12,905)	(\$16,359)
TOTAL SOURCES	\$216,070	\$16,820	(\$17,269)	(\$54,455)	(\$94,990)	(\$139,144)	(\$187,212)	(\$239,507)

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

Table A6
Financial Analysis
City of Newberg--No FBO Facilities Provided, FBO Builds Hangars
Sources and Uses of Funds
1990--2005

Sources and Uses	1990	1991	1992	1993	1994	1995	1996	1997
USES:		0	0	0	0	0	0	0
Initial Purchase	181,450	0	0	0	0	0	0	0
Improvements for BUS II Status	0	0	0	0	0	0	0	0
Bond Expense	6,260	0	0	0	0	0	0	0
Airport Manager	5,000	5,250	5,513	5,788	6,078	6,381	6,700	7,036
Staff	7,000	7,350	7,718	8,103	8,509	8,934	9,381	9,850
Annual Maintenance	8,000	8,400	8,820	9,261	9,724	10,210	10,721	11,257
Improvements to Landing Surfaces	0	0	0	0	0	0	0	0
Debt Service--1990 Issue	0	19,688	19,688	19,688	19,688	19,688	19,688	19,688
Debt Service--1998 Issue	0	0	0	0	0	0	0	0
Total Expense	\$207,710	\$40,688	\$41,738	\$42,840	\$43,998	\$45,213	\$46,489	\$47,830
TOTAL: ENDING FUND BALANCE	\$8,360	(\$23,867)	(\$59,007)	(\$97,295)	(\$138,987)	(\$184,357)	(\$233,701)	(\$287,336)
USES OF ENDING FUND BALANCE:								
Landing Surface Improvements	570	1,180	1,833	2,532	3,279	4,079	4,935	5,850
Bond Reserves	20,860	20,860	20,860	20,860	20,860	20,860	20,860	20,860
Unrestricted Funds	(13,070)	(45,908)	(81,700)	(120,687)	(163,126)	(209,296)	(259,496)	(314,047)
TOTAL	\$8,360	(23,867)	(\$59,007)	(\$97,295)	(\$138,987)	(\$184,357)	(\$233,701)	(\$287,336)

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

A-9

Table A6
Financial Analysis
City of Newberg--No FBO Facilities Provided, FBO Builds Hangars
Sources and Uses of Funds
1990-2005

Sources and Uses	1998	1999	2000	2001	2002	2003	2004	2005
SOURCES:								
Beginning Fund Balance	(287,336)	(342,466)	(408,479)	(480,084)	(566,719)	(651,487)	(743,311)	(842,741)
Proceeds from Bond Issue	31,380	0	0	0	0	0	0	0
Annual Revenues								
FBO Rent	0	0	0	0	0	0	0	0
Hangar Rent	0	0	0	0	0	0	0	0
Tiedown Rent	11,081	11,635	12,217	12,828	13,469	14,142	14,849	15,592
Fuel	0	0	0	0	0	0	0	0
Subtotal	\$11,081	\$11,635	\$12,217	\$12,828	\$13,469	\$14,142	\$14,849	\$15,592
INTEREST INCOME ON:								
Landing Surface Improvements	410	478	551	630	84	130	179	231
Bond Reserves	1,460	1,680	1,680	1,680	1,680	1,680	1,680	1,680
Unrestricted Funds	(\$21,983)	(\$26,131)	(\$30,825)	(\$35,916)	(\$41,434)	(\$47,414)	(\$53,891)	(\$60,903)
Subtotal	(\$20,114)	(\$23,973)	(\$28,594)	(\$33,606)	(\$39,670)	(\$45,604)	(\$52,032)	(\$58,992)
TOTAL SOURCES	(\$264,989)	(\$354,803)	(\$424,856)	(\$500,862)	(\$592,920)	(\$682,948)	(\$780,493)	(\$886,141)

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

Table A6
Financial Analysis
City of Newberg--No FBO Facilities Provided, FBO Builds Hangars
Sources and Uses of Funds
1990-2005

Sources and Uses	1998	1999	2000	2001	2002	2003	2004	2005
USES:								
Initial Purchase	0	0	0	0	0	0	0	0
Improvements for BUS II Status	27,300	0	0	0	0	0	0	0
Bond Expense	940	0	0	0	0	0	0	0
Airport Manager	7,387	7,757	8,144	8,552	8,979	9,428	9,900	10,395
Staff	10,342	10,859	11,402	11,972	12,571	13,200	13,860	14,552
Annual Maintenance	11,820	12,411	13,031	13,683	14,367	15,085	15,839	16,631
Improvements to Landing Surfaces	0	0	0	9,000	0	0	0	0
Debt Service--1990 Issue	19,688	19,688	19,688	19,688	19,688	19,688	19,688	19,688
Debt Service--1998 Issue	0	2,962	2,962	2,962	2,962	2,962	2,962	2,962
Total Expense	\$77,477	\$53,676	\$55,227	\$65,856	\$58,567	\$60,363	\$62,248	\$64,228
TOTAL: ENDING FUND BALANCE								
	(\$342,466)	(\$408,479)	(\$480,084)	(\$566,719)	(\$651,487)	(\$743,311)	(\$842,741)	(\$950,369)
USES OF ENDING FUND BALANCE:								
Landing Surface Improvements	\$6,830	\$7,878	\$9,000	\$1,200	\$1,854	\$2,554	\$3,303	\$4,105
Bond Reserves	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000
Unrestricted Funds	(373,296)	(440,358)	(513,084)	(591,919)	(677,341)	(769,865)	(870,045)	(978,474)
TOTAL	(\$342,466)	(\$408,479)	(\$480,084)	(\$566,719)	(\$651,487)	(\$743,311)	(\$842,741)	(\$950,369)

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

Table A7
Financial Analysis
City of Newberg--No FBO Facilities Provided, City Builds Hangars
Estimated Initial Cost

	Total Cost	City Portion	FAA Portion
Items Eligible For FAA Funding:			
Land			
Purchase	\$442,000	\$44,200	\$397,800
Contingency (at 15%)	66,300	6,630	59,670
Subtotal	\$508,300	\$50,830	\$457,470
Construction			
Excavation	\$217,000	\$21,700	\$195,300
Pavement Materials	568,180	56,820	511,360
Tiedowns (25)	12,500	1,250	11,250
Gas Facilities	0	0	0
Clearing	30,000	3,000	27,000
Lighting	68,750	6,880	61,870
Airport Aids	35,000	3,500	31,500
Subtotal	\$931,430	\$93,150	\$838,280
Contingency (at 25 %)	232,860	23,290	209,570
Engineering (at 12%)	111,770	11,180	100,590
Subtotal	\$1,276,060	\$127,620	\$1,148,440
Resident Engineer	30,000	3,000	27,000
TOTAL: Eligible Costs	\$1,814,360	\$181,450	\$1,632,910
Percent	100%	10%	90%
Items Not Eligible for FAA Funding:			
Hangars	480,000	480,000	0
FBO Facilities	0	0	0
Administrative Office	0	0	0
Subtotal	\$480,000	\$480,000	\$0
Contingency (at 10%)	48,000	48,000	0
TOTAL: Noneligible Costs	\$528,000	\$528,000	\$0
Percent	100%	100%	0%
TOTAL: Estimated Purchase Price	\$2,342,360	\$709,450	\$1,632,910
Percent	100%	30%	70%

CVOR14/036.51

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

Table A8
Financial Analysis
City of Newberg--No FBO Facilities Provided, City Builds Hangars
Improvement Costs for Basic Utility Stage II Airport

Improvements	Total Cost (1990 Dollars)	Year of Expense	Projected Cost	FAA Portion	City Portion
Additional Land Needs					
Purchase Land	\$30,000	1998	\$44,320	\$39,890	\$4,430
Contingency (at 15%)	4,500		6,650	5,980	660
Subtotal--Land	\$34,500		\$50,970	\$45,870	\$5,090
Construction					
Excavation	\$11,720	2000	\$ 19,090	\$ 17,180	\$ 1,910
Pavement Materials	79,840	2000	130,050	117,050	13,000
Lighting	5,000	2000	8,140	7,330	810
Subtotal	\$96,560		\$157,280	\$141,560	\$15,720
Contingency (at 25%)	24,140	2000	39,320	35,390	3,930
Engineering (at 12%)	15,730	2000	25,620	23,060	2,560
Subtotal--Construction	\$136,430		\$222,220	\$200,010	\$22,210
TOTAL	\$170,930		\$273,190	\$245,880	\$27,300

CVOR14/037.51

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

**Table A9
Financial Analysis
City of Newberg--No FBO Facilities Provided, City Builds Hangars
Calculation of Bond Size and Annual Debt Service**

----- Bond Issue -----		
	1990	1998
Costs to City of Newberg		
Purchase of Site No. 10	\$709,450	
Improvements For BUS II Status		\$27,300
Project Cost to City	\$709,450	\$27,300
Bond Expenses (at 3%)		
	\$ 24,460	\$ 940
Bond Reserve (at 10%)		
	81,550	3,140
Bond Size	\$815,460	\$31,380
Bond Assumption		
Life of Bond in Years	20	20
Interest Rate	7%	7%
ANNUAL DEBT SERVICE	\$76,974	\$2,962

CVOR14/041.51

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only. The number of significant figures displayed are not intended to infer any given level of accuracy.

Table A10
Financial Analysis
City of Newberg--No FBO Facilities Provided, City Builds Hangars
Projected Revenue
1990-1995

Year	FBO Rent	Current Hangar Rentals	New Hangar Rentals	Current Tiedown Rentals	New Tiedown Rentals	Fuel	Total
1990	\$0	\$41,440	\$0	\$7,500	\$0	\$0	\$48,900
1991	0	43,470	0	7,875	0	0	51,345
1992	0	45,644	0	8,269	0	0	53,912
1993	0	47,926	0	8,682	0	0	56,608
1994	0	50,322	0	9,116	0	0	59,438
1995	0	52,838	0	9,572	0	0	62,410
1996	0	55,480	0	10,051	0	0	65,531
1997	0	58,254	0	10,553	0	0	68,807
1998	0	61,167	0	11,081	0	0	72,248
1999	0	64,225	0	11,635	0	0	75,860
2000	0	67,436	0	12,217	0	0	79,653
2001	0	70,808	0	12,828	0	0	83,636
2002	0	74,348	0	13,469	0	0	87,817
2003	0	78,066	0	14,142	0	0	92,208
2004	0	81,969	0	14,849	0	0	96,819
2005	0	86,068	0	15,592	0	0	101,660

CVOR14/042.51

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only. The number of significant figures displayed are not intended to infer any given level of accuracy.

Table A11
Financial Analysis
City of Newberg--No FBO Facilities Provided, City Builds Hangars
Annual Expenditures
1990--1995

Year	--- Debt Service ---		Airport Manager	Staff	Annual Maintenance	Total
	1990 Issue	1998 Issue				
1990	\$0	\$0	\$5,000	\$7,000	\$8,000	\$20,000
1991	76,974	0	5,250	7,350	8,400	97,974
1992	76,974	0	5,513	7,718	8,820	99,024
1993	76,974	0	5,788	8,103	9,261	100,126
1994	76,974	0	6,078	8,509	9,724	101,284
1995	76,974	0	6,381	8,934	10,210	102,499
1996	76,974	0	6,700	9,381	10,721	103,776
1997	76,974	0	7,036	9,850	11,257	105,116
1998	76,974	0	7,387	10,342	11,820	106,523
1999	76,974	2,962	7,757	10,859	12,411	110,962
2000	76,974	2,962	8,144	11,402	13,031	112,514
2001	76,974	2,962	8,552	11,972	13,683	114,142
2002	76,974	2,962	8,979	12,571	14,367	115,853
2003	76,974	2,962	9,428	13,200	15,085	117,649
2004	76,974	2,962	9,900	13,860	15,839	119,534
2005	76,974	2,962	10,395	14,552	16,631	121,514

CVOR14/043.51

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

Table A12
Financial Analysis
City of Newberg--No FBO Facilities Provided, City Builds Hangars
Sources and Uses of Funds
1990-2005

Sources and Uses	1990	1991	1992	1993	1994	1995	1996	1997
SOURCES:								
Beginning Fund Balance	\$0	\$110,450	\$ 71,553	\$ 31,450	\$(9,867)	\$ (52,403)	\$ (96,160)	\$(141,136)
Proceeds from Bond Issue	\$815,460	0	0	0	0	0	0	0
Annual Revenues								
FBO Rent	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Hangar Rent	41,400	43,470	45,644	47,926	50,322	52,838	55,480	58,254
Tiedown Rent	7,500	7,875	8,269	8,682	9,116	9,572	10,051	10,553
Fuel	0	0	0	0	0	0	0	0
Subtotal	\$48,900	\$51,345	\$53,912	\$56,608	\$59,438	\$62,410	\$65,531	\$68,807
INTEREST INCOME ON:								
Landing Surface Improvements	\$0	\$40	\$83	\$128	\$177	\$230	\$286	\$345
Bond Reserves	0	5,709	5,709	5,709	5,709	5,709	5,709	5,709
Unrestricted Funds	0	752	(782)	(3,635)	(6,576)	(9,606)	(12,725)	(15,933)
Subtotal	0	7,732	5009	2,202	(691)	(3,668)	(6,731)	(9,880)
TOTAL SOURCES	\$864,360	\$169,527	\$130,474	\$ 90,260	\$ 48,881	\$ 6,339	\$(37,361)	\$(82,209)

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

Table A12
Financial Analysis
City of Newberg--No FBO Facilities Provided, City Builds Hangars
Sources and Uses of Funds
1990--2005

Sources and Uses	1990	1991	1992	1993	1994	1995	1996	1997
USES:								
Initial Purchase	\$709,450	0	0	0	0	0	0	0
Improvements for BUS II Status	0	0	0	0	0	0	0	0
Bond Expense	21,460	0	0	0	0	0	0	0
Airport Manager	5,000	5,250	5,513	5,788	6,078	6,381	6,700	7,036
Staff	7,000	7,350	7,718	8,103	8,509	8,934	9,381	9,850
Annual Maintenance	8,000	8,400	8,820	9,261	9,724	10,210	10,721	11,257
Improvements to Landing Surfaces	0	0	0	0	0	0	0	0
Debt Service--1990 Issue	0	76,974	76,974	76,974	76,974	76,974	76,974	76,974
Debt Service--1998 Issue	0	0	0	0	0	0	0	0
Total Expense	\$753,910	\$97,974	\$ 99,024	\$100,126	\$101,284	\$102,499	\$103,776	\$105,116
TOTAL: ENDING FUND BALANCE								
	\$110,450	\$ 71,553	\$ 31,450	\$ 9,867)	\$(52,403)	\$(96,160)	\$(141,136)	\$(187,324)
USES OF ENDING FUND BALANCE:								
Landing Surface Improvements	570	1,180	1,833	2,532	3,279	4,079	4,935	5,850
Bond Reserves	81,550	81,550	81,550	81,550	81,550	81,550	81,550	81,550
Unrestricted Funds	28,330	(11,177)	(51,933)	(93,948)	(137,232)	(181,789)	(227,621)	(274,725)
TOTAL	\$110,450	\$ 71,553	\$ 31,450	\$(9,867)	\$(52,403)	\$(96,160)	\$(141,136)	\$(187,324)

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
The number of significant figures displayed are not intended to infer any given level of accuracy.

Table A12
Financial Analysis
City of Newberg--No FBO Facilities Provided, City Builds Hangars
Sources and Uses of Funds
1990-2005

Sources and Uses	1998	1999	2000	2001	2002	2003	2004	2005
SOURCES:								
Beginning Fund Balance	\$(187,324)	\$(231,572)	\$(282,885)	\$(469,931)	\$(542,333)	\$(608,332)	\$(676,355)	\$(746,416)
Proceeds from Bond Issue	31,380	0	0	0	0	0	0	0
Annual Revenues								
FBO Rent	0	0	0	0	0	0	0	0
Hangar Rent	61,167	64,225	67,436	70,808	74,348	78,066	81,969	86,068
Tiedown Rent	11,081	11,635	12,217	12,828	13,469	14,142	14,849	15,592
Fuel	0	0	0	0	0	0	0	0
Subtotal	\$72,248	\$75,860	\$79,653	\$83,636	\$87,817	\$92,208	\$96,819	\$101,660
INTEREST INCOME ON:								
Landing Surface Improvements	410	478	551	630	84	130	179	231
Bond Reserves	5,709	5,928	5,928	5,928	5,928	5,928	5,928	5,928
Unrestricted Funds	(19,231)	(22,616)	(26,282)	(39,453)	(43,976)	(48,641)	(53,452)	(58,409)
Subtotal	\$(13,113)	\$(16,210)	\$(19,802)	\$(32,895)	\$(37,963)	\$(42,583)	\$(47,345)	\$(52,249)
TOTAL SOURCES	\$(96,809)	\$(171,972)	\$(223,033)	\$419,190	\$(492,479)	\$(558,707)	\$(626,882)	\$(697,005)

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
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Table A12
Financial Analysis
City of Newberg--No FBO Facilities Provided, City Builds Hangars
Sources and Uses of Funds
1990-2005

Sources and Uses	1998	1999	2000	2001	2002	2003	2004	2005
USES:								
Initial Purchase	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Improvements for BUS II Status	27,300	0	0	0	0	0	0	0
Bond Expense	940	0	0	0	0	0	0	0
Airport Manager	7,387	7,757	8,144	8,552	8,979	9,428	9,900	10,395
Staff	10,342	10,859	11,402	11,972	12,571	13,200	13,860	14,552
Annual Maintenance	11,820	12,411	13,031	13,683	14,367	15,085	15,839	16,631
Improvements to Landing Surfaces	0	0	0	9,000	0	0	0	0
Debt Service--1990 Issue	76,974	76,974	76,974	76,974	76,974	76,974	76,974	76,974
Debt Service--1998 Issue	0	2,962	2,962	2,962	2,962	2,962	2,962	2,962
Total Expense	\$134,763	\$110,962	\$246,897	\$123,142	\$115,853	\$117,649	119,534	\$121,514
TOTAL: ENDING FUND BALANCE								
	\$(231,572)	\$(282,885)	\$(469,931)	\$(542,333)	\$(608,332)	\$(676,355)	\$(746,416)	\$(818,520)
USES OF ENDING FUND BALANCE:								
Landing Surface Improvements	6,830	7,878	9,000	1,200	1,854	2,554	3,303	4,105
Bond Reserves	84,690	84,690	84,690	84,690	84,690	84,690	84,690	84,690
Unrestricted Funds	(323,092)	(375,453)	(563,621)	(628,223)	(694,867)	(763,600)	(834,409)	(907,315)
TOTAL	\$(231,572)	\$(282,855)	\$(469,931)	\$(542,333)	\$(608,332)	\$(676,355)	\$(746,416)	\$(818,520)

Note: Costs shown in the table have not been rounded and represent an order-of-magnitude opinion of cost only.
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LID HADLEY WATER DISTRICT
SCHEDULE

*Council
File*

Engineers report to City Council

August 21, 1990

Public Hearing - City Council

September 18, 1990

Advertisement for Bids

September 26, 1990

Award Bids

November 5, 1990

Completion

January/February 1991