



**MEMORANDUM**  
ENGINEERING SERVICES DEPARTMENT

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TO: Newberg City Council  
FROM: Kaaren Hofmann, PE, City Engineer  
C: Jay Harris, PE, Public Works Director; Jacque Betz, City Manager  
SUBJECT: Merchants Parking Lot (Second Street) Project Update  
DATE: February 23, 2015

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**Background:**

The public parking lot on 2<sup>nd</sup> street is at the end of its service life and needs to be replaced in the near future. The existing 92 stall parking lot has a high level of day and nighttime use by surrounding businesses, schools, churches, city hall, and nearby residents.

At the City Council's January 20<sup>th</sup> meeting, direction was provided to complete a maintenance only project. Also, with the maintenance of the parking lot, it would be beneficial to the City to replace the aging water, stormwater and wastewater systems located within the alley and to reconstruct the existing alleyway.

**Cost Estimate:**

The estimated cost to repair, re-pave and stripe the existing parking lot in its current one-way configuration is approximately \$141,500.00. The cost for the utility and alley work is estimated to be \$175,000.00.

The proposed funding sources for this project will be:

<u>Item of Work</u>	<u>Funding Source</u>
Overlay the parking lot	Economic Development Funds
Overlay the alley	Gas Taxes
Waterline work	Water Funds
Stormwater work	Storm Funds
Wastewater work	Wastewater Funds

There are sufficient monies in each one of the funds listed above to complete this project as proposed.

**Next Steps:**

1. We will follow up with the appropriate stakeholders on the proposed scope of the project.
2. We will budget the appropriate amounts in the FY15/16 budget to complete the work and will plan on construction occurring this summer.

Please let me know if you have any questions regarding this memorandum.

Sincerely,

Kaaren Hofmann

City Engineer

**City of Newberg**

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