



City of Rockaway Beach

City Council Workshop Agenda

Date: Wednesday, May 14, 2025
Time: 4:30 P.M. – 5:40 P.M.
Location: Rockaway Beach City Hall, 276 HWY 101 – 2nd Floor Conference Room

Watch live stream here: corb.us/live-stream
View meeting later here: corb.us/city-council

Join here to attend remotely:

<https://us06web.zoom.us/j/82114989116?pwd=bvaKaZDf1UlmC3v8nJMka4O8jNEvfb.1>

Meeting ID: 821 1498 9116

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What is a City Council Workshop? Workshops are intended to allow for preliminary discussions by the City Council and staff. Workshops are held to present information to the Council so that the Council is prepared for upcoming regular meetings. Workshops are subject to Oregon's public meeting law and must be noticed accordingly. No final City Council decisions are made during workshops. The public is encouraged to attend workshops but may not participate unless expressly asked.

Note: Agenda item times are estimates and are subject to change.

- 1. CALL TO ORDER (4:30 p.m.)**
- 2. ROLL CALL**
- 3. COUNCIL BRIEFING/DISCUSSION**
 - a. Presentation – Source Water Protection Plan – Suzanne de Szoeki, GSI Water Solutions, Inc. (4:31 p.m.)**
 - b. Review of Proposed Amendments to Flood Hazard Overlay Zone Related to FEMA PCIM (4:50 p.m.)**
 - c. Review Large Community Grant Recommendations (5:00 p.m.)**
 - d. Review of Amendment to Health Department Lease Agreement (5:05 p.m.)**
 - e. Review Marketing Grant Applications (5:10 p.m.)**
 - f. Review of Applications to Serve on the Planning Commission (5:30 p.m.)**
 - g. Other Regular Session Agenda Items Review (5:35 p.m.)**
- 4. ADJOURNMENT (5:40 p.m.)**

Rockaway Beach City Hall is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the City Recorder Melissa Thompson at cityrecorder@corb.us or 503-374-1752.



FINAL DRAFT

City of Rockaway Beach

Source Water Protection Plan

April 2025



Prepared by:

GSI Water Solutions, Inc.

1600 SW Western Boulevard, Suite 240, Corvallis, OR 97333

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Appendix A City of Rockaway Beach Source Water Assessment (2016)

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Abbreviations and Acronyms

BLM	Bureau of Land Management
CERT	Community Emergency Response Team
cfs	cubic feet per second
City	City of Rockaway Beach
CPR	cardiopulmonary resuscitation
CSZ	Cascadia Subduction Zone
DEQ	Oregon Department of Environmental Quality
DWPP	Drinking Water Protection Plan
EJScreen	Environmental Justice Screening and Mapping Tool
EOP	Emergency Operations Plan
EPA	U.S. Environmental Protection Agency
EQIP	Environmental Quality Incentives Program
FERNS	Forest Activity Electronic Reporting and Notification System
FPA	Forest Practices Act
FRIA	Forest Road Inventory and Assessment
GIS	Geographic Information Systems
IC	Incident Commander
IMT	Incident Management Team
MOU	Memorandum of Understanding
NHMP	Natural Hazards Mitigation Plan
NIMS	National Incident Management System
ODF	Oregon Department of Forestry
ODFW	Oregon Department of Fish and Wildlife
OHA	Oregon Health Authority
OWRD	Oregon Water Resources Department
PI	Palmer Index
PIO	Public Information Officer
Plan	Source Water Protection Plan
SDWA	Safe Drinking Water Act
SPPDAC	Sourcewater Protection Plan Development Advisory Committee
SWA	Source Water Assessment
SWPP	Source Water Protection Plan
SWSI	Surface Water Supply Index
USFS	U.S. Forest Service
WMCP	Water Management and Conservation Plan
WMP	Water Master Plan
WTP	water treatment plant

SECTION 1: Introduction

This Source Water Protection Plan (SWPP or Plan) focuses on the Jetty Creek watershed and was developed by GSI Water Solutions, Inc., on behalf of the City of Rockaway Beach (City) with guidance from a team of stakeholders and technical advisors, an Advisory Committee with City Council representatives, and public input. This SWPP provides a framework for Rockaway Beach to address risks to its primary drinking water source, Jetty Creek, in a manner that meets the criteria for state approval of a Drinking Water Protection Plan (DWPP). This SWPP is functionally equivalent to a DWPP.

1.1 Source Water Protection Goals

Source water protection refers to actions aimed at improving or safeguarding the quality and quantity of a water source used for drinking water. Source water protection helps communities provide clean, safe, high-quality drinking water to the public. Minimizing contaminants at the water source that threaten water quality helps reduce treatment costs and protects public health.

The primary goal of this SWPP is to protect the City's primary drinking water source, Jetty Creek, by documenting current and potential risks in the source water area, identifying strategies for eliminating or minimizing those risks, and establishing a detailed implementation plan to carry out the selected strategies, as funding allows. The SWPP also includes a contingency plan describing actions to be taken if the current water source becomes unavailable and considers future water sources.

This SWPP is one of several tools for the City to use to protect its drinking water source and improve water supply reliability. While this SWPP focuses on the City's Jetty Creek water source, the City is addressing its groundwater sources through other planning efforts, including the Water Master Plan (WMP), which is anticipated to be updated in the next few years.

This SWPP will enable the City to prepare for the future by addressing water quality and quantity issues associated with risks to its water source. As the City's population, development, and tourism grow, demands on the Jetty Creek water supply will increase, and strategies to minimize risks to the water source will be an increasing focus. An identified concern among the public and the City is management of the source watershed. In response, the City has set a goal of protecting the Jetty Creek watershed through acquisition, easement, or adjusted forest management.

Multiple stakeholders, including one of the two Jetty Creek watershed landowners who owns the lower portion of the watershed, and local members of conservation groups, formed the Jetty Creek Working Group in 2017 to facilitate conversations about the management of the source water area and explore land acquisition options. The Jetty Creek Working Group facilitated the completion of a Memorandum of Understanding (MOU) to create a collaborative solution for long-term, sustainable stewardship of the Jetty Creek watershed. The MOU includes objectives and agreed-upon actions from the parties involved to protect the City's drinking water source, including the landowner of the lower watershed agreeing to halt herbicide use on roadsides. In 2023, the landowner of the upper watershed and the City began attending the Jetty Creek Working Group meetings, and the City officially signed an updated MOU. Discussions between the City and landowners about potential acquisition or conservation easements have been occurring, and as of this SWPP's publication, one landowner has expressed interest, but no plans are finalized. The possibility of acquiring land in the Jetty Creek watershed was a major reason the City pursued funding for and initiated the development of the SWPP. This SWPP fits into the acquisition planning process and supports the City's efforts to achieve its land acquisition goal and source water protection goals.

1.2 Rockaway Beach Source Water Areas

Rockaway Beach is located in the North-Coast region of Oregon and has a maritime climate. The City operates a municipal water system (PWS 4100708) that serves approximately 2,558 customers within and around the city limits according to the Oregon Health Authority's (OHA's) Drinking Water Data Online system, which can be accessed at: <https://yourwater.oregon.gov/inventory.php?pwsno=00708>. The City's water system also serves the unincorporated communities of Nedonna Beach and Twin Rocks. The City is a popular summertime tourist destination. As a result, while the City's resident population is 1,499 according to the U.S. Census data from July 2022, during the summer months, the influx of visitors can increase the City's population to over 4,500, as described in the Rockaway Beach Water Management and Conservation Plan (WMCP), Section 2.1 (HBH, 2020). The City's water system service area, which extends beyond the city limits within the boundaries of its urban growth area, is approximately 2.7 square miles and is bounded on the east by the Coast Range and on the west by the Pacific Ocean.

The City's primary water supply source is Jetty Creek, which has a 1,300-acre source water area (i.e., watershed) located 3 miles north of the City. The City supplements the Jetty Creek supply with water from its groundwater wells in late summer as needed due to low flows in Jetty Creek. The City worked with the Oregon Department of Environmental Quality (DEQ) to obtain the updated maps provided as Exhibits 1-1 through 1-4. Exhibit 1-1 is a map showing the City's drinking water source areas and adjacent source areas. Exhibit 1-2 is a map delineating the City's Jetty Creek watershed surface water source area and intake and its groundwater source area and wells, and shows the locations of borrow pits in the Jetty Creek watershed. Exhibit 1-3 shows erosion potential in the Jetty Creek watershed. For Exhibit 1-3, DEQ used three different soil evaluation methods¹ for estimating soil erosion potential depending on the overall slope of the land surface and data availability. The red, orange, and yellow lines in Exhibit 1-3 represent the method and dataset used, not the level of erosion potential. Exhibit 1-3 shows that the majority of the stream miles in the watershed have high soil erosion potential. Exhibit 1-4 shows the surface water sources authorized on the City's municipal water rights.

¹ DEQ used the following datasets to map the erosion potential:

- a. The red lines represent areas within 300 feet of streams with greater than 75% soil disturbance, based on the United States Department of Agriculture (USDA) Natural Resource Conservation Services (NRCS) Revised Universal Soil Loss Equation -2 (RUSLE2), and lower slopes. These areas have moderate to very high erosion vulnerability, according to the RUSLE2 data.
- b. The orange lines represent areas within 300 feet of streams with up to 75% soil surface disturbance (bare soils) after disturbance activities that expose the soil, based on the USDA NRCS "off-road/off-trail erosion hazard rating" data.
- c. The legend includes a key for streams represented by yellow lines; however, these areas are not present in the City's Drinking Water Source Area on this map. Typically, DEQ uses yellow lines to represent areas within 300 feet of streams with high soil erodibility ratings, and with slopes greater than 30%, based on Soil Resource Inventory (SRI) data from the United States Forest Service (USFS) and Soil Survey Geographic Database (SSURGO) data. SSURGO data was unavailable for the area on this map. No yellow lines (aside from the Drinking Water Source Area Boundary, a dotted black line with a yellow highlight) are shown on this map.

Exhibit 1-1. Rockaway Beach Drinking Water Source Areas and Adjacent Source Areas

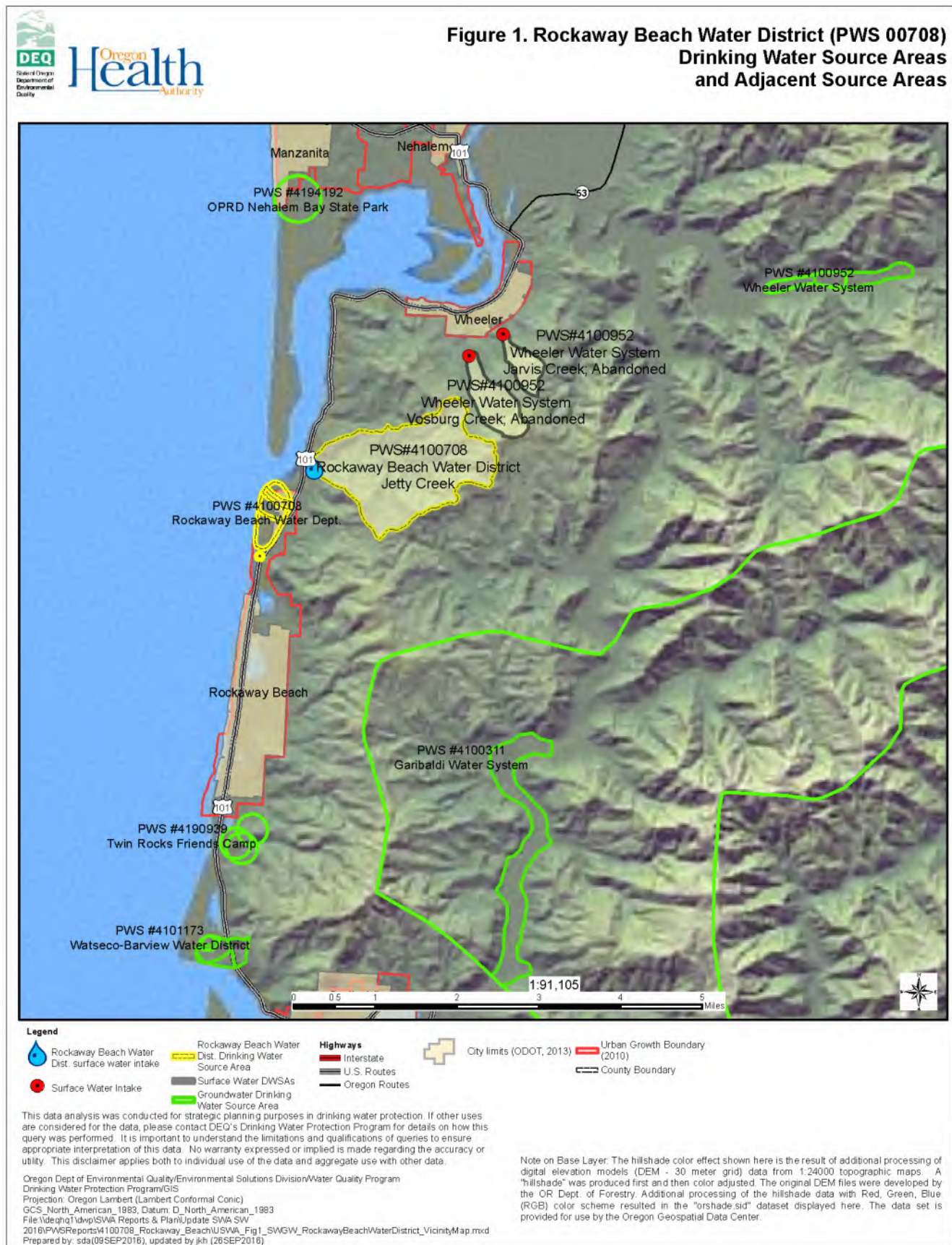


Exhibit 1-2. Rockaway Beach Source Water Areas



Exhibit 1-3. Rockaway Beach Source Area Erosion Potential



Figure 2 City of Rockaway Beach (PWS 4100708)
Drinking Water Source Area Erosion Potential
 (See Appendix 2 for key to map details and metadata)



0 0.2 0.4
 Miles

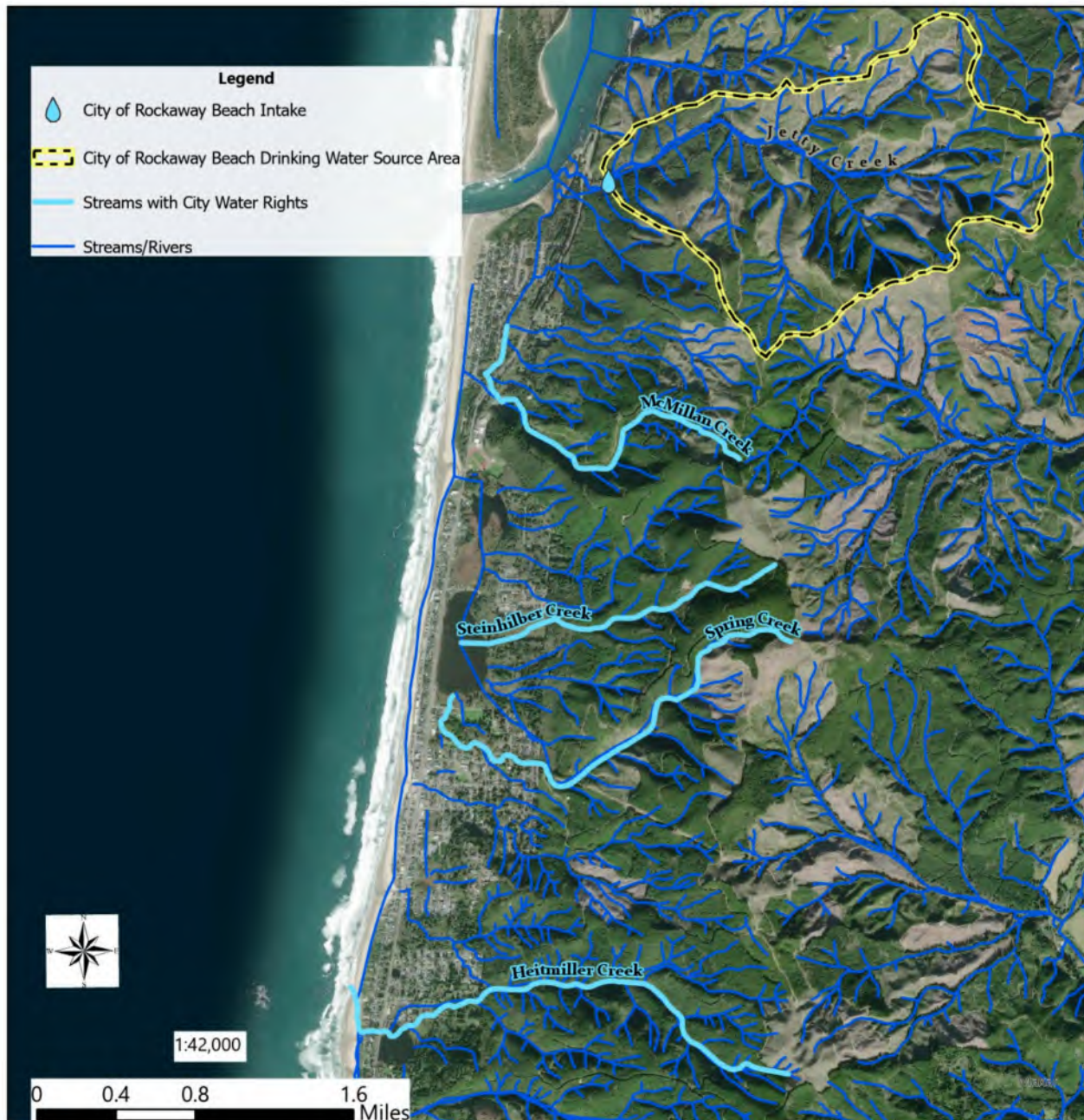
Oregon Department of Environmental Quality/ Drinking Water Protection Program
 Projection: Oregon Lambert (Lambert Conformal Conic), GCS_North_American_1983
 File: \DEQ\HQ1\DW\SWA Reports & Plan\Update_SWA_SW_2024\4100708_RockawayBeach

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Exhibit 1-4. Water Rights Held by City of Rockaway Beach



Figure 3a. City of Rockaway Beach (PWS#4100708)
Water Rights Held by City of Rockaway Beach
(See Appendix 2 for Key to map details and metadata)



This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering or surveying purposes. Users of this information should review and consult the primary data and information sources to ascertain the usability of the information. DEQ's Drinking Water Protection Program can provide information on how the queries were performed. It is important to understand the limitations and qualifications of queries to ensure appropriate interpretation of this data. No warranty expressed or implied is made regarding the accuracy or utility. This disclaimer applies both to individual use of the data and aggregate use with other data.

Oregon Department of Environmental Quality/ Drinking Water Protection Program \\DEQ\HQ1\DW\PSWA Reports & Plan\Update_SWA_SW_2024\Templates

1.2.1 Water Rights

The City currently uses Jetty Creek as its primary municipal water supply source and holds water rights collectively authorizing the use of up to 2.0 cubic feet per second (cfs) from Jetty Creek. Water diverted from Jetty Creek is treated at the City's water treatment plant (WTP), which has a treatment capacity of 861,120 gallons per day (1.3 cfs). The City holds two groundwater rights that authorize 1.003 cfs from three groundwater wells, the West and East Wells and the Manhattan Well. As discussed previously, the wells are used to supplement supply from Jetty Creek in the late summer when streamflows are too low to meet peak demands. In addition, the City has water rights on several other surface water sources that it holds in reserve; they are not currently in use. Exhibit 1-4 lists and summarizes information about the City's water rights.

Exhibit 1-3. City of Rockaway Beach Water Rights

Source	Application	Permit	Certificate/ Transfer	Priority Date	Type of Use	Authorized Rate (cubic feet per second)	Comments
Surface Water							
Jetty Creek	S-46578	S-34498	97180	12/8/1969	Municipal	1.0	- Flow restrictions (due to instream water right Certificate 59625) - In use as main source of supply
Jetty Creek	S-61833	S-46245	97181	6/24/1981	Municipal	1.0	- Flow restrictions (due to instream water right Certificate 59625) - In use as main source of supply
McMillan Creek	S-21838	S-17176	26097	7/31/1946	Municipal	0.26	Not currently in use
McMillan Creek	S-32194	S-25396	30421	3/17/1958	Municipal	0.26	Not currently in use
McMillan Creek	S-33260	S-26296	30423	7/30/1959	Municipal	0.50	Not currently in use
Spring Creek and Steinhilber Creek	S-2085	S-1081	936	2/15/1912	Municipal	0.5	Not currently in use
Heitmiller Creek	S-37408	S-27861	38987	2/16/1962	Municipal	0.5	Not currently in use
Heitmiller Creek	S-1785	S-925	2201	10/18/1911	Domestic, including municipal supply	2.50	Not currently in use
Rockaway Creek	S-153	S-51	2386	6/28/1909	Domestic	5.0	Not currently in use

Source	Application	Permit	Certificate/ Transfer	Priority Date	Type of Use	Authorized Rate (cubic feet per second)	Comments
Groundwater							
Two Wells in the Nehalem Bay Basin (East Well and West Well)	G-9809	G-9365	82449	6/10/1981	Municipal	0.78	- Used to supplement Jetty Creek water supply in summer - The East Well has water quality issues
A well in McMillan Creek Basin (Manhattan Well)	G-15716	G-15325	None	2/28/2002	Municipal	0.223	- The Manhattan Well has water quality issues and is only used to supplement the City's Jetty Creek water supply in summer. - The authorized rate from this permit is currently limited to 0.156 cubic feet per second (cfs) out of 0.223 cfs, per an Oregon Water Resources Department Water Management and Conservation Plan Final Order dated 2/26/2020 - The permit development completion deadline was extended to 10/1/2057

1.3 Source Water Protection Plan Development

1.3.1 Background

The 1996 amendments to the federal Safe Drinking Water Act (SDWA) established new requirements and allocated resources to DEQ and OHA to assist communities with drinking water protection. In Oregon, a public water system can voluntarily develop a DWPP and submit it to DEQ and OHA for approval (for surface water sources) or for certification (for groundwater sources). DEQ administers the approval process for these plans for surface water and OHA for groundwater sources. Both agencies participate in the Plan review process.

The DEQ prepared a Source Water Assessment (SWA) for Rockaway Beach in 2002 to fulfill one of the requirements of the amended SDWA. The SWA includes a delineation of the drinking water source area supplying the City's water system, identification of areas that may be most vulnerable to contamination, and an inventory of potential contaminant sources. DEQ developed an updated SWA in 2016 (see the updated SWA in Appendix A) that includes the source area map (Exhibit 1-1) along with maps showing soil erosion potential, areas prone to landslides, local land uses and ownership, and potential anthropogenic sources of pollution. The updated SWA acknowledges groundwater as a backup source of supply for Rockaway Beach, and identifies risks associated with the City's wells. The updated SWA was used as a starting point for the risk assessment described further in Section 2.

1.3.2 Plan Development Process

OHA awarded Rockaway Beach a Drinking Water Source Protection Fund grant in 2023 to develop a SWPP. The City selected a consultant, GSI Water Solutions, Inc., to facilitate the development of the SWPP, which included organizing meetings. The SWPP development process began with the City forming a Sourcewater Protection Plan Development Advisory Committee (SPPDAC)² made up of interested community members and a SWPP Team consisting of technical experts, including the two landowners in the Jetty Creek watershed, government agencies, and conservation groups. Exhibit 1-5 lists the SPPDAC members and Exhibit 1-6 lists the SWPP Team members and their affiliations. The SWPP Team met about SWPP content prior to SPPDAC meetings, which enabled the SPPDAC to discuss SWPP materials that had been informed by technical experts. Meetings for both groups were held throughout the SWPP development process. In addition, public engagement was an important component of the SWPP development process, as described in Section 1.3.3. The City Council of Rockaway Beach reviewed and approved the SWPP in May 2025 and then the City submitted the Final Draft SWPP to DEQ and OHA for approval.

² The formal name of the SPPDAC uses "Sourcewater Protection Plan" rather than "Source Water Protection Plan", which is what is used throughout the rest of this document.

Exhibit 1-4. Sourcewater Protection Plan Development Advisory Committee (SPPDAC) Members

Name	Role
Sandra Johnson	Appointed SPPDAC Member Position 1
Jason Maxfield	Appointed SPPDAC Member Position 2
Lydia Hess	Appointed SPPDAC Member Position 3
Ron Cleman	Appointed SPPDAC Member Position 4
Jay Udelhoven¹	Appointed SPPDAC Member Position 5
Alesia Franken	City Council Member Liaison
Charles McNeilly	Mayor (Ex Officio)

Note

¹ Jay Udelhoven resigned from the SPPDAC on December 13, 2024, and therefore did not provide input on the SWPP after that date.

Exhibit 1-5. Source Water Protection Plan Team Members

Name	Affiliation
Luke Shepard	City Manager, City of Rockaway Beach
Dan Emerson	Public Works Superintendent, City of Rockaway Beach
Alyssa Leidel	Department of Environmental Quality (DEQ)
Erick Finnell	Oregon Department of Forestry
Robert Bradley	Oregon Department of Fish and Wildlife (ODFW)
Derek Wiley	ODFW
Nikki Hendricks (Watermaster)	Oregon Water Resources Department
Daniel Wear	Sustainable Northwest
Mark Garrigues	Nuveen Natural Capital
Mike McKibbin	Stimson Lumber Company
Jacob Hilger	Stimson Lumber Company
Morgan DeMoll	North Coast Land Conservancy
Zac Mallon	Nehalem Bay Watershed Council

1.3.3 Public Outreach and Engagement

Community members had opportunities to learn about the development of the SWPP and provide feedback at two public meetings. In November 2024, the City held a public meeting that discussed potential contaminant sources and risks identified in the SWA (DEQ, 2016) by the SWPP Team, as well as information about additional potential risks and priority rankings based on the likelihood of occurrence and severity of impact on the City's water source. A second public meeting took place in March 2025, where attendees learned about and provided feedback on proposed strategies for drinking water protection, implementation plans, and the contingency plan for using water from Jetty Creek. Information about the planning process and draft documents was available for public review at the meetings and online. Both in-person and remote attendance options were offered for the meetings, and recordings were posted on the City's website for those unable to attend. The City promoted the meetings through its website, social media posts, flyers, press

releases, and communication from the SWPP Team with the stakeholders and constituents they represented. Appendix B includes examples of public outreach materials. The SWPP Team and local stakeholders shared vital local knowledge about potential contaminant sources, projects already completed or planned, and risk reduction strategies tailored to local conditions and resources.

1.4 Organization of the Source Water Protection Plan

The remainder of this SWPP is organized into the following sections:

- **Section 2:** Risk Assessment
- **Section 3:** Strategies to Address Risks
- **Section 4:** Implementation Plan
- **Section 5:** Contingency Plan
- **Section 6:** Future Water Sources
- **Section 7:** References

SECTION 2: Risk Assessment

2.1 Introduction to Risk Assessment

Identifying and prioritizing potential risks formed the foundation for developing strategies to protect drinking water quality. The City identified and prioritized potential risks with guidance from its SWPP Team and the SPPDAC. The City's SWA (DEQ, 2016) and DWPPs for other water providers in the coast region also informed the risk identification process.

Risks can be prioritized based on the likelihood of their occurrence affecting drinking water sources and the severity of their impacts to drinking water sources and infrastructure. The approach to scoring risks is to define "risk likelihood" as the likelihood of the identified risk affecting the water source and causing the impacts as described. "Risk impact" is defined as the severity of the impact of those risks on the water source. For example, highly erodible soils are likely to increase turbidity and contribute sediment to the water source, so the risk likelihood was ranked a 4 (likely), and the impacts of that risk were ranked as a 4 (severe) because it severely impacts the water source. The scale of 1 to 5 shown in Exhibit 2-1 below was used to rate likelihood and impact of risks for Jetty Creek. A 20-year planning period was used for prioritizing risks.

Exhibit 2-1. Risk Rating Scale

Likelihood		Impact	
1	Rare/very unlikely	1	Insignificant
2	Unlikely	2	Minor
3	Possible	3	Moderate
4	Likely	4	Severe
5	Almost certain	5	Catastrophic

The two aspects of risk were then combined into an overall risk rating of high, medium, and low, as shown in Exhibit 2-2.

Exhibit 2-2. Risk Prioritization Matrix

Likelihood	Impact				
	Insignificant (1)	Minor (2)	Moderate (3)	Severe (4)	Catastrophic (5)
Rare/very unlikely (1)	Low	Low	Low	Low	Medium
Unlikely (2)	Low	Low	Medium	Medium	Medium
Possible (3)	Low	Medium	Medium	Medium	High
Likely (4)	Low	Medium	Medium	High	High
Almost certain (5)	Medium	Medium	High	High	High

The final risk assessment incorporating SWPP Team expertise, SPPDAC advising, and public feedback is shown below. Risks are divided into five general categories with associated subcategories:

- Natural Processes
 - Drought and low streamflows
 - Climate change
 - Highly erodible soils
 - Landslides
 - Earthquakes
 - Tsunamis
 - Severe storms
 - Wildfire
 - Volcanic ashfall
- Forestry
 - Clearcut harvesting
 - Pesticides (including herbicides)
 - Access roads
 - Riparian impacts
 - Borrow pits
- Municipal
 - Vandalism
- Land Use
 - Unauthorized camping
 - Recreation

- Demands on Water Supply (outside of watershed)
 - Development
 - Tourism

Sections 2.2 to 2.6 provide an overview of the risk assessment findings, detailing the identified risks along with their corresponding risk ranking (high, medium, or low) and risk scores. Each score consists of two numbers: the first indicates the likelihood of occurrence, while the second reflects the anticipated severity of the impact on water quality and/or quantity. Section 2.7 describes potential risks to the City's groundwater sources. The City included groundwater risks in the SWPP to track risks for all current water sources, but did not rank groundwater risks or include them in the strategies and implementation plan sections given that the focus of this SWPP is the Jetty Creek watershed. Section 2.8 outlines the process for identifying and managing new risks that may emerge within the Jetty Creek watershed as a result of new activities or changes in the intensity or spatial distribution of current activities.

2.2 Natural Processes

Natural processes as well as anthropogenic activities can affect water quality and quantity and can be influenced by human activities. Understanding the biological and geological processes occurring within the source watershed helps the City prepare for the potential hazards these processes pose and become a more resilient public drinking water system. Many natural processes interact with each other, and while this SWPP separates the risks, understanding the natural processes within the watershed as a whole will help the City effectively manage and address the natural hazards to its drinking water source.

2.2.1 Drought and Low Flows (high: 5, 5)

Lower streamflows, such as from a drought event during a given summer or a longer-term climatic trend, may result in temporary water shortages or the need to implement conservation measures to ensure that available water supply can meet demands. Impacts on water supply are exacerbated because the City's water demand is the highest in summer when streamflows are at their lowest. A drought in 2022 stressed the City's water supply and required the City to issue water curtailment notices. Low flows may lead to water quality issues, such as increased water temperatures, decreased dissolved oxygen, increased algae and bacteria counts, and higher concentrations of contaminants or nutrients. Climate change is projected to cause more frequent and severe droughts and lower streamflows, further exacerbating those effects of low streamflows (also see Section 2.2.2).

2.2.2 Climate Change (high: 5, 5)

Climate change exacerbates existing risks to the drinking water source. Climate change is projected to cause more frequent and severe droughts and lower streamflows, which amplify the risks described in Section 2.2.1. Lower streamflows reduce water supply when municipal water demand is highest. Increasing temperatures and droughts also increase the risk of wildfires in the watershed. Climate change is projected to increase the severity and frequency of storms, leading to increased risk of flooding and sediment transport to streams. In just the past 15 years, Oregon coastal communities have seen increased storm intensity in the winter and extended drought and dry conditions in the summer months. The continued impact of climate change on the Northern Oregon coast will continue to exacerbate these discrepancies.

Communities on the Oregon Coast, including Rockaway Beach, are federally designated as disadvantaged due in large part to the projected impacts of climate change. Rockaway Beach is considered disadvantaged by the U.S. Environmental Protection Agency (EPA) Disadvantaged Community Environmental and Climate Justice Program Map (EPA, 2024) and Environmental Justice Screening and Mapping Tool (EJScreen) (EPA, n.d.), and the Climate and Economic Justice Screening Tool (CEJ, 2024) with a predominantly low-income

and aging population. The EPA EJScreen reports the area in the 97th national percentile for risk of heart disease among adults, along with the 98th national percentile for cancer risk (EPA, n.d.).³

2.2.3 Highly Erodible Soils (high: 4, 4)

Eighty percent of the stream miles (18.58 mi) within 500 feet of the stream in the source water area contain soils with high erosion potential (DEQ, 2016). Highly erodible soils contribute sediment and potential contaminants at a higher rate to the water source, increasing turbidity and decreasing water quality. Steep slopes are present in the watershed and significant rain events exacerbate soil erosion on the slopes. High stream turbidity impacts water supply operations and active management is required annually to mitigate the impacts. The City has experienced sediment build-up in front of the fish screen at the off-channel settling pond upstream of the WTP. High turbidity events in Jetty Creek have required the City to shut off the WTP and the fish screen for brief periods in the past. Between 2020 to 2023, the City was forced to stop diverting water from Jetty Creek for eight days due to high rates of sediment and turbidity. Beyond this, the City commonly diverts water during periods of slightly elevated turbidity. To do this safely, the City adds chemicals, such as aluminum chloralhydrate and chlorine, to treat the water coming into the facility.

2.2.4 Landslides (high: 4, 3)

Landslide deposits (non-rock material) are mapped near the intake and in the mid-watershed in the SWA (DEQ, 2016). Landslides can increase turbidity in the water. There are many steep slopes in the watershed, and several small landslides have been observed. Landslides closed a road near the watershed in 2015 and impacted the Rockaway Beach water system temporarily. Nearby water systems have had their infrastructure impacted by landslides in recent years, as well.

2.2.5 Earthquakes (high: 3, 5)

The entire Oregon Coast is at risk of a severe Cascadia Subduction Zone (CSZ) (The CSZ is the fault that runs along the Oregon Coast) earthquake. Less severe earthquakes could also occur. The effects of a major earthquake could include, but are not limited to, destruction of water system infrastructure, landslides, erosion, and soil liquification that could impact streams. An earthquake could trigger a tsunami that could exacerbate these impacts and could produce additional impacts (see tsunami risk description below).

2.2.6 Tsunamis (high: 3, 5)

Rockaway Beach is at a higher risk of a tsunami than Tillamook County as a whole (Tillamook County, 2023). The WTP and public works building are in the tsunami inundation zone (for a CSZ M9.0-med tsunami) and have a greater than 50 percent probability of moderate to complete damage from a CSZ earthquake (Tillamook County, 2023). A tsunami could destroy vital infrastructure and result in water supply shortages, potential saltwater intrusion, and other contamination of drinking water.

2.2.7 Severe Storms (medium: 4, 3)

Severe storms increase the likelihood of rapid runoff, erosion, flooding, and high stream turbidity, which puts drinking water quality at risk. As discussed in the highly erodible soils risk description, high turbidity has

³ The national percentile indicates how Rockaway Beach compares to the rest of the U.S. population. A national percentile of 98 percent for cancer means that the portion of the community's population with cancer is an equal or higher percentage than where 98 percent of the U.S. population lives. The health disparity percentiles used in the EJScreen are based on CDC PLACES data which are available at the Census tract level. The percentiles specifically compare heart disease prevalence among adults aged 18 years or older (includes several types of heart conditions) and cancer (excluding skin cancer) prevalence among adults aged 18 or older.

been a continual concern for the City given how it impacts the City's ability to run the WTP. The impacts of severe storms may be more severe in combination with other risks, such as areas prone to landslides, recent timber harvest, or burned areas.

The area has experienced severe storms in recent years. December 2015 storms caused significant riverine flooding east of Highway 101. A combination of sand blocking outlets and high tides meeting large volumes of runoff from the land caused road closures. January 2021 saw coastal flooding events, landslides, and debris flows in the area.

Climate change is projected to increase winter precipitation as well as lead to more frequent and severe storms, which could increase runoff and streamflow during these events.

2.2.8 Wildfire (medium: 2, 3)

Wildfires remove vegetation and damage soils, which increases runoff and erosion and decreases water infiltration and retention in the soils. Firefighting chemicals could potentially impact water quality. Per- and polyfluoroalkyl substances are components of some firefighting foams used to extinguish liquid fires but are not a concern for forest firefighting. Water used for fire suppression could be taken from Jetty Creek, reducing the City's available drinking water supply.

Accumulated slash piles from forest harvesting have been burned by landowners in the past, reducing the fire hazard. There will be little to no fire use associated with forest harvest in the years prior to 2043. Current forest landowners have their own firefighting crews and contractors to aid in suppression of any potential fires.

Anticipated increases in the annual number of hot, dry days due to climate change could increase the risk of wildfires in the watershed.

2.2.9 Volcanic Ashfall (low: 1, 3)

Volcanic ashfall from a Cascade volcanic eruption is identified as a low risk to Tillamook County in the Natural Hazards Mitigation Plan (NHMP) (Tillamook County, 2023), but it could affect Rockaway Beach. The effects of volcanic ash would be significant for water quality and could damage water infrastructure (Tillamook County, 2023).

2.3 Forestry Activities

The entire Jetty Creek watershed is privately owned by two industrial forestry companies. Oregon's Forest Practices Act (FPA) sets standards for commercial forestry operations, including harvest, reforestation, access roads, chemical applications, and riparian area protections, among other issues. Under the Private Forest Accord, forestry and conservation groups agreed to recommend changes to the FPA. Among the intentions of the new rules are increasing protection for streams, improving forest road design standards, retaining more trees on steep slopes, protecting fish and amphibian habitat, and funding mitigation projects to help aquatic species. The Oregon Department of Forestry (ODF) is investing in compliance monitoring and reporting for the FPA rules.

2.3.1 Clearcut Harvesting (high: 5, 3-4)

The source watershed is 100 percent private forest land with two landowners (DEQ, 2016). The SWA (DEQ, 2016) identified clearcut harvesting with a rotation of under 35 years as a potential risk in the source water area. The SWA specified clearcuts southeast of the City's intake as a risk. Aerial imagery from 2000 to 2024 shows that nearly the entire drinking water source area has been clearcut within the 24-year time period. Some portions of the Jetty Creek Watershed will reach a harvesting age in approximately 15 to 20 years.

Forest thinning or partial harvesting typically does not occur in this watershed because it leaves stands vulnerable to blowdown from high coastal winds. Clear cut timber harvest is the common industrial forest management approach on the Oregon Coast, and likely to be the approach taken by the current landowners when the forest returns to mature age, without engagement from the City or other conservation partners.

Clearcut harvesting may impact runoff and streamflow (and thereby stream temperatures), soil properties and moisture retention, sediment transport, and stream turbidity. Factors such as elevation, slope steepness, and direction of slope can influence the degree of impact of timber harvesting. Jetty Creek has a history of erosion and high stream turbidity post-harvest. The impacts on streamflow vary depending on the season of the year, the length of time since harvest, and the specific harvesting location and practices used. The period during regrowth when streamflow would be reduced during the summer low-flow season is a primary concern. Shorter harvesting rotations (e.g., 35 years) would be more likely to impact water quantity than longer rotations (e.g., 80 years) due to the higher frequency of soil disturbance within the watershed.

2.3.2 Pesticides (including herbicides) (high: 5, 4)

Pesticides, herbicides, and fertilizers used in forestry may enter waterways and contaminate water quality. DEQ has reported detections of herbicide residue (sulfometuron-methyl) in Rockaway Beach's drinking water before treatment at the WTP (DEQ, 2016).

The method and timing of chemical applications influence the level of risk to drinking water. For example, applications on steep slopes in sparsely vegetated areas increase the risk of contaminating the creek. Aerial spraying is potentially a greater risk to water quality than other application methods. Fertilizers are not used by landowners in the Jetty Creek watershed.

Pesticides/herbicides would typically be used 1-2 times in a 40- to 50-year rotation. Chemical applications are regulated by several public agencies, and applications are not allowed within required buffers of streams. The revised FPA rules include provisions to restrict spraying near streams.

The current landowner of the lower watershed agreed in the MOU with the City to exclude herbicide applications from its routine road maintenance activities. The current landowner of the upper watershed surveys roads in the watershed ahead of roadside chemical applications and flag streams and wet areas with a 10-to-50-foot buffer depending on water type. The City is also notified ahead of time so that it can shut off the intake during the operation. The upper watershed landowner has verbally agreed to negotiate with the City to share the costs for manual clearing of the roads.

2.3.3 Riparian Impacts (medium: 3, 3)

Timber harvesting activities could affect soils and vegetation along streams, resulting in increased erosion and stream turbidity. Reduced vegetation could lead to an increase in stream temperatures and potentially an increase in algae growth and bacteria counts. Invasive plant species on streambanks could affect erosion susceptibility and water quantity. Timber harvesting near streams can increase the likelihood of blowdown that could impact riparian areas. The updated Oregon FPA rules increase riparian buffer zones based on stream classifications and add protections for non-fish-bearing streams. While new standards may reduce riparian impacts, legacy impacts from previous timber harvests may be present.

2.3.4 Access Roads (low: 2, 2)

Building, maintenance, and usage of forestry access roads, particularly wet weather haul, may contribute to erosion and stream turbidity. Pesticide/herbicide use on roadsides may contribute contaminants to the stream. Roadside applications would typically occur on a 3- to 4-year cycle in the upper watershed.

Updated requirements for road management in the Oregon FPA rules and best management practices can help reduce the impacts of roads on the water source. Heavy use of access roads to borrow pits in the watershed, described under Section 2.3.5, also poses a risk to water quality. The roads in the Jetty Creek watershed are frequently maintained by current landowners.

2.3.5 Borrow Pits (low: 1, 1)

A small, likely inactive (identified as inactive in the 2002 SWA developed by the DEQ) borrow pit (gravel quarry) east of the intake used for local logging roads is a potential risk to drinking water. The landowner in the lower watershed has effectively reclaimed a borrow pit that was last active in 2018 and has another borrow pit that was last used in 2022 (the locations of the borrow pits are shown on Exhibit 1-2). The landowner used both borrow pits for road maintenance and construction on the property. Spills or leaks of waste or chemicals from mining operations could impact water quality. There may be another active borrow pit in or near the watershed that poses a potential risk to water quality, but more information is needed to determine whether the pit is within watershed, and if so, to characterize the risk from this pit.

2.4 Municipal

Drinking water source protection is aided by municipal management practices that prioritize protecting infrastructure along with the water quality and quantity of streams and conditions in the source water area.

2.4.1 Vandalism (medium: 2, 4)

Vandalism or sabotage would include deliberate damage to the intake or the water treatment facility and deliberate destruction or contamination in the watershed that impacts the water source. Vandalism could impact water quality or quantity.

2.5 Land Use

Land uses in the source watershed other than activities by landowners pose risks that could impact water quality and quantity.

2.5.1 Unauthorized Camping (medium: 3, 2)

Camping is not allowed on the properties within the watershed, but it can be difficult to prevent people from accessing and camping on the land. Improper disposal of garbage and human and animal waste and vehicle pollution can impact water quality. Human activity, such as building campfires, increases the risk of wildfires.

2.5.2 Recreation (medium: 3, 2)

Hiking, horseback riding, and possibly other recreational uses in the source water area pose potential risks to drinking water, such as erosion and water contamination from garbage and human and animal waste.

2.6 Demands on Water Supply (outside of watershed)

The City identified risks outside of the watershed that increase water demand, thereby challenging the City's ability to supply sufficient drinking water. Climate change will affect the water supply during the summer when demands peak because of tourism and outdoor water use. While these risks are outside of the source watershed, they can be targeted with some of the same strategies the City will use to address risks within the watershed.

2.6.1 Development (high: 4, 4)

New development will increase water demand. Ensuring the City will have an adequate water supply to support new development in the future is a growing concern.

2.6.2 Tourism (high: 4, 4)

Tourism increases water demand substantially in the summer. Climate change may increase tourism further as a result of Willamette Valley residents visiting the coast more frequently to escape hotter and drier summer conditions in the Willamette Valley. Providing adequate water supply to support increasing tourism is a growing concern. In addition, short-term rentals are growing in popularity outside of the summer season.

2.7 Risks to Groundwater Drinking Water Source

The City also has groundwater wells that supplement the water supply during late summer when Jetty Creek flows are low. The SWA (DEQ, 2016) identified several risks to groundwater sources, including sewer lines, septic systems in areas of residential high-density housing, transportation corridors, and sites with potential chemical contaminants. Other risks to groundwater include saltwater intrusion, aging infrastructure, and chemical use. Groundwater could also be impacted by potential natural hazards identified in Section 2.2 including earthquakes, tsunamis, climate change, and storms. This SWPP focuses on the City's primary source of supply, Jetty Creek, but the City plans to investigate its groundwater wells more extensively in other future planning processes. For this reason, the groundwater risks were not ranked in order of priority. The following table describes each groundwater risk identified.

Exhibit 2-3. Groundwater Drinking Water Source Risks

Risk Category	Risk	Description and Impacts
Natural hazards	Saltwater intrusion	The Oregon Health Authority has issued at least three alerts of sodium detections in the City's groundwater (DEQ, 2016). Sodium from seawater impacts water quality. In addition to introducing salt, seawater can transport other pollutants to groundwater. With sea level rise predicted due to climate change, this risk is likely to increase.
Municipal	Sewer lines	Sewer lines through residential areas pose a contamination risk to groundwater.
Municipal	Septic systems	Above-ground storage tanks and large-capacity septic systems serving more than 20 people are potential sources of contamination. Septic systems, particularly aging ones, can leach contaminants into the groundwater.
Municipal	Residential high-density housing	High-density housing with septic systems can result in a higher concentration of contaminants leaching into groundwater in these areas.
Municipal	Aging infrastructure	Aging wells, pipelines, and other components of drinking water infrastructure put the ability to provide groundwater at risk.
Municipal	Dike	A dike between Nedonna and the Nehalem River has likely not been maintained in several years, which could put groundwater quality at risk if the dike failed.

Risk Category	Risk	Description and Impacts
Transportation	Roads, highways, and railroads	Several transportation corridors (e.g., Port of Tillamook Bay Railroad, Highway 101, and a few roads owned by the Bureau of Land Management, Oregon Department of Transportation, the City, and the County) present risks to groundwater sources. Vehicles may deposit contaminants that can infiltrate into groundwater sources via stormwater runoff. Herbicide use along highways, roads, and railroads has also been identified in the groundwater source area, which could potentially contaminate groundwater.
Industrial	Mercury storage site	Mercury is possibly stored at a site uphill from Nedonna Beach, posing a potential risk to the groundwater in Nedonna Beach if a leak were to occur. More information is needed.
Other	Stormwater	The Source Water Assessment identified stormwater from Nedonna Wave Planned Unit Development as a potential source of pollution in its Site Information System. Stormwater runoff has the potential to transport pollutants to the groundwater.
Other	Chemical use	Herbicides used in residential yards, runoff from waste, etc. could impact groundwater quality.

2.8 Identifying and Addressing New Risks

The City will review the risks identified in the SWPP at least annually to determine whether to adjust implementation of strategies or seek new information on risks. DEQ reviews SWPPs approximately every 5 years for progress toward water source protection and renews approval of the SWPP. At this time, the City will consider whether any potential emerging risks to drinking water need to be assessed and whether any changes to management strategies are needed. Any updates to the SWA provided by DEQ will also be incorporated into future plan updates and implementation.

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SECTION 3: Strategies to Address Risks

3.1 Introduction to Strategies

The SWPP Team evaluated the risks identified in Section 2 and created strategies to minimize or manage those risks. The development of these strategies utilized technical expertise and local insights from the SWPP Team members, successful drinking water protection methods from other water providers, and guidance from state agencies, like DEQ. The SWPP Team sought to identify synergies among the proposed strategies to streamline implementation and ensure comprehensive risk management. The strategies have been organized into several key categories:

- Critical Area Protection
- Data Collection and Monitoring Programs
- Watershed Restoration
- Sediment and Erosion Control
- Water Supply and Emergency Planning
- Communications and Public Engagement
- Water Conservation Measures

Exhibit 3-1 shows how each of the identified strategies addresses one or more identified risks to the drinking water source watershed. The remainder of Section 3 describes the strategies.

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Exhibit 3-1. Overview of Risks Addressed by Strategy

Risk Category	Specific Risks	Risk Level ¹	Critical Area Protection	Data Collection and Monitoring Programs	Watershed Restoration	Sediment and Erosion Control	Water Supply and Emergency Planning	Communications and Public Engagement	Water Conservation Measures
Natural Processes	Drought and low flows	High (5, 5)	●	●	●		●		●
	Climate change	High (5, 5)	●	●	●	●	●		●
	Highly erodible soils	High (4, 4)	●	●	●	●	●	●	
	Landslides	High (4, 3)	●	●	●	●	●	●	
	Earthquakes	High (3, 5)			●	●	●	●	
	Tsunamis	High (3, 5)			●	●	●	●	
	Severe storms	Medium (4, 3)		●	●	●	●		
	Wildfire	Medium (2, 3)		●	●	●	●	●	
	Volcanic ashfall	Low (1, 3)					●		
Forestry	Clearcut harvesting	High (5, 3-4)	●	●	●	●		●	
	Pesticides (including herbicides)	High (5, 4)	●	●	●			●	
	Riparian impacts	Medium (3, 3)	●	●	●			●	
	Access roads	Low (2, 2)		●		●		●	
	Borrow pits	Low (1, 1)		●				●	
Municipal	Vandalism	Medium (2, 4)					●		
Land Use	Unauthorized camping	Medium (3, 2)	●	●				●	
	Recreation	Medium (3, 2)	●	●				●	
Demands on Water Supply (outside of watershed)	Development	High (4, 4)					●		●
	Tourism	High (4, 4)					●		●

Note
¹ Numbers in parentheses refer to the likelihood and consequence of each risk, respectively. These components of risk are presented on a scale of 1 to 5, with 5 being the highest.

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3.2 Critical Area Protection

Areas within the drinking water source watershed are classified as "critical areas" when a potential source of contamination or specific land use in those locations could significantly impact water quality or quantity. Strategies for protecting these critical areas aim to safeguard drinking water sources by limiting activities that might threaten water quality or quantity. These areas include places with highly erodible soils, steep slopes, riparian zones along Jetty Creek and its tributaries, regions susceptible to landslides, and zones with high runoff risk due to slow soil infiltration. The SWA (DEQ, 2016) identifies and maps many of these sensitive regions. ODF developed the Forest Practices Act Streams and Steep Slopes Viewer, an online tool that provides information about the presence of fish in stream segments and highlights where soil-disturbing activities on steep slopes could lead to increased sedimentation or debris flows. The online tool can be accessed at: <https://geo.maps.arcgis.com/apps/webappviewer/index.html?id=dde877f74cf84fdb53bd4b57204c2fe>. These and other tools will help prioritize critical areas for protection.

Critical area protection strategies focus on management of the Jetty Creek watershed for source water protection. Currently, the Jetty Creek watershed is owned by only two entities, making land ownership a significant factor when strategizing and planning which areas are feasible for acquisition. The City has been discussing land acquisition with both landowners. If the City were to acquire the watershed, it would gain management authority over drinking water source areas that are currently outside its jurisdiction. The City would then develop a Forest Stewardship Plan for any acquired lands, outlining specific activities needed to improve drinking water quality while incorporating financial and capacity planning. Planning could consider fire hazard mitigation strategies, including some used by the current landowners.

Strategies for lands that may continue to be held by other landowners focus on communication as a foundation for building partnerships to protect critical areas. Section 3.6 discusses different approaches to how the City and current landowners can work together to manage risks to the Jetty Creek watershed.

3.3 Data Collection and Monitoring Programs

Data collection and monitoring programs will be used to assess current watershed conditions and track water quality and quantity trends over time. The public has expressed an interest in being more informed about Jetty Creek watershed conditions and source protection efforts, so this strategy will incorporate public engagement. Members of the public also expressed concern that the SWA (DEQ, 2016) for Rockaway Beach was completed over 5 years ago, such that some risks may need to be reassessed. The City will utilize updated data to inform various other strategies, including watershed restoration and sediment and erosion control.

The City will identify, collect, and organize historical data on characteristics such as streamflow, water demand, water quality, and climate to identify gaps in information and assess the most significant concerns. Another component of these strategies involves education and learning regarding specific risks and regulations that impact management, such as the FPA rules and resources. Available streamflow data will be utilized to plan for climate change and understand the impacts of low flows and droughts on water supply.

The City conducts routine water quality testing at the WTP in compliance with all state and federal requirements. Turbidity readings are taken daily at the WTP. Future monitoring programs could involve collecting water quality, or other relevant data for source water protection as needed.

3.4 Watershed Restoration

Watershed restoration strategies can be used to address risks that impact water quality and quantity. Watershed restoration projects could include those that enhance water retention within the watershed, such as natural or built storage structures, or those that enhance water quality, such as planting riparian buffers and adding large woody debris to streams. Riparian planting has multiple benefits to water quality, including stabilizing banks, filtering contaminants, and providing shade that cools streams. Additional activities could include supporting beaver habitat and removing invasive plants. Specific watershed restoration goals and methods to measure restoration will be defined by the City and stakeholders.

3.5 Sediment and Erosion Control

Sediment and erosion control strategies have some overlap with watershed restoration projects, but they emphasize the need to address turbidity in Jetty Creek before it reaches the WTP. While erosion can occur anywhere in the watershed, activities under this strategy will be focused on preventing or reducing high turbidity in Jetty Creek by targeting areas most prone to contributing sediment, such as steep slopes and highly erodible soil types, as well as promoting healthy riparian buffers adjacent to Jetty Creek and its tributaries. Areas with highly erodible soils and high landslide potential will be identified and prioritized for projects. Built features within the watershed, such as culverts, trails, and borrow pits, will be assessed for erosion potential, and projects to improve these features will be identified. Drainage improvement projects, such as culvert upgrades and replacements or building natural retention areas, will be identified and implemented as needed. Bank stabilization projects, like riparian planting, will be identified and implemented in priority areas as well.

Roads in the watershed will be assessed for erosion impacts and project areas will be identified. For example, roads with heavy use, on steep slopes, or with maintenance issues may contribute more sediment to streams and be at risk of slides. Under the recently revised FPA rules, large forest landowners (which includes the landowners of the Jetty Creek watershed) will be required to complete a Forest Road Inventory and Assessment (FRIA) of their lands by 2029, with certain pre-inventory data on high conservation value sites submitted to ODF by 2025. Small forest landowners do not have to complete an inventory, but they are required to conduct Road Condition Assessments when they submit notifications of timber harvest operations.

Current landowners utilize sediment and erosion control strategies, like regularly inspecting road surfaces and infrastructure in Jetty Creek both during and after the harvest process to ensure they are operating effectively. During periods of heavy rainfall, culverts are checked to identify and clear any obstructions caused by landslides or increased stream flows. Additionally, log hauling and truck traffic are suspended during these high rainfall events. Cross drains and road surfaces are engineered to channel water away from stream systems, allowing it to be absorbed by the forest floor.

3.6 Water Supply and Emergency Planning

The City routinely updates plans, such as its WMP, WMCP, and Emergency Operations Plan (EOP). The City will continue to incorporate drinking water source risks and strategies into these plans through its emergency planning activities. Water supply planning will incorporate projected development, population, water usage, and water demand to assess water supply reliability. Water supply and emergency planning will address risks to drinking water supply, such as tourism and development, and will include planning for droughts and climate change. The next WMP update will include assessments of water infrastructure needs and recommend projects to reduce water loss in the water treatment and distribution system, increase water supply reliability, and protect water quality. Actions could include increasing water storage capacity inside and outside of the watershed. Disaster preparedness recommendations may be included in the WMP to help

the City prepare for protecting its water sources in an emergency. The Public Works Department implements and will continue to implement infrastructure projects.

3.7 Communications and Public Engagement

Communication is an important component of all strategies the City will implement to address risks to Jetty Creek. The City will continue to communicate with the current landowners to learn about forest management practices, landowners' plans to harvest, riparian zone management, FRIAs, and other activities within the watershed, such as recreation. This information can help the City identify critical areas for protection and implement source water protection measures, and if the City acquires the watershed, it could inform the City's own management plans. As an example of the benefits of communication for source water protection, the City has had productive communications with the landowners about pesticide/herbicide applications. One landowner has discussed the possibility of sharing the cost of manual clearing on roadsides with the City.

Rockaway Beach has strong community involvement in City issues and projects, especially around Jetty Creek. Public engagement will remain a part of each strategy the City implements, and the City will work to create appropriate forums for public involvement within the different drinking water protection processes.

As described in Section 1.1, the Jetty Creek Working Group was formed so that the City could collaborate with partners on some management strategies to reduce risks to drinking water. The City will continue to seek to work with the landowners on strategies to manage the watershed in different ownership scenarios, like on maintenance needs and forestry practices. The City will also encourage landowners to consider the impacts of forestry activities on water sources.

3.8 Water Conservation Measures

Actions to decrease demands on water supplies and use water more efficiently help protect source water quantity, which can also benefit water quality. Water conservation strategies will be used to reduce stress on water supply from Jetty Creek, particularly during the summer season when demands peak and streamflows are at their lowest. Water conservation efforts will address risks including climate change, droughts and low flows, tourism, and development.

The City implements many measures that conserve water and increase water use efficiency. The City has an active leak detection program and is replacing the mainlines throughout its service area. Additional conservation measures that the City could implement include encouraging the public to conserve water through outreach and education (e.g., distributing outreach materials, posting social media messages, and hosting booths at events) and providing free water conservation items (e.g., water-efficient showerheads and faucet aerators or leak detection tablets). The City will identify partnerships to help implement conservation measures. In addition to outreach to residents, the City will target outreach towards tourists and rental managers.

Water conservation measures may also include imposing limits on inefficient water uses through conservation ordinances or incentives. The City will investigate implementing conservation ordinances to address risks to water supply, including new development, tourism, population growth, and climate change. Potential conservation ordinances could, for example, require developers to use water-efficient fixtures and could limit unnecessary uses of water for new builds.

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SECTION 4: Implementation Plan

4.1 Introduction to Implementation Plan

This implementation plan describes activities that the City plans to implement as part of each strategy outlined in Section 3 to address risks identified in the Jetty Creek watershed. The implementation plan focuses on actions within the 20-year time frame of this SWPP. Actions may be initiated in the short term or longer term and may involve one step or many steps over time.

The implementation plan is divided into three phases based on the readiness of the measure to be implemented, the implementation steps involved, the anticipated efforts to secure funding, and the priority levels of the risks. Phase 1 includes activities that can be implemented immediately, such as planning and data collection tasks, establishing communications and partnerships, and strategies addressing high-priority risks. Phase 2 includes actions that may need further preparation, such as strengthening partnerships and obtaining funding. Lastly, Phase 3 includes activities that require more extensive planning or funding and address lower-priority risks, with implementation expected to occur at a later stage. Exhibit 4-1 presents an overview of the implementation plan, and the following sections provide detailed descriptions of each activity.

The ability to implement the plan will depend on the availability of funding. A non-exhaustive list of potential funding sources relevant to the proposed activities is included at the end of the implementation plan.

The SWPP Team guided the development of this implementation plan, and the City intends to continue collaborating with the SWPP Team and forming partnerships during implementation. The SWPP Team will meet annually to assess the progress of the implementation plan and to consider implementation activities for the next year. In the year following approval of this SWPP by OHA and DEQ, the City will focus on:

- Identifying any new or unanticipated potential sources of contamination or related issues;
- Outlining the plan for implementing management actions over the next year, which includes identifying responsible parties (such as lead and supporting partners), monitoring the progress of these activities, and establishing a timeline for meeting the annual goals and objectives;
- Developing a strategy for grant applications and other funding sources to accomplish desired future tasks.

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Exhibit 4-1. Implementation Plan Overview

Strategy Category	Phase 1 Activities	Phase 2 Activities	Phase 3 Activities	Potential Partners
Critical Area Protection	- Continue identifying critical areas for protection and negotiating/communicating with landowners - Continue planning for potential acquisitions or easements (e.g., appraisals, due diligence, mapping) - Identify funding sources for acquisitions or easements (suggestions can be included in this plan) and apply for funding - Continue to connect with land trusts or other organizations for support - Research other communities’ strategies and best management practices for managing source water areas - Develop a broad Forest Stewardship Plan for critical areas - City has been awarded funding for developing a Forest Stewardship Plan that could be utilized for any land acquired in the Jetty Creek Watershed - Explore developing additional MOUs or other agreements with landowners for management practices that help protect critical areas - Conduct community engagement efforts	- Complete a land acquisition or easement with willing landowners - Refine and implement an active Forest Stewardship Plan aligned with any acquired lands that addresses various risks to source water and tracks source water protection activities. Work with partners to implement Forest Stewardship Plan. - Continue conducting community engagement efforts - Conduct additional planning efforts as needed, such as road maintenance or infrastructure plans (including Forest Road Inventory and Assessments [FRIAs])	- Continue implementing activities identified in the Forest Stewardship Plan - Track management successes and needs and monitor forest conditions - Develop a land use plan for Jetty Creek watershed that addresses unauthorized camping and recreation (e.g., consider requiring permits to access land) among other land uses - Explore forming a public and private recreation management partnership in the watershed	- Public Works Department - Landowners Land trusts: North Coast Land Conservancy, Lower Nehalem Community Trust Conservation Organizations: Sustainable Northwest - Foresters (City could contract with foresters for FRIA and maintenance)
Data Collection and Monitoring Programs	- Inventory existing data and ongoing monitoring efforts and identify priority data needs. - Collect current/historical data (e.g., maps, watershed characteristics, water quality, streamflow, fire risk) - Inventory the type, timing, and other details about current water quantity (i.e., streamflow) and quality monitoring efforts - Use the inventory to identify water quality and water quantity data monitoring needs, such as changes to current monitoring approaches and new monitoring efforts - Develop monitoring approaches (e.g., plans) and data management approaches - Conduct detailed risk analyses of areas with particular concerns (e.g., erosion/landslide potential) as needed - Investigate funding sources for potential monitoring programs - Partner with organizations for technical assistance and resources	- Continue existing monitoring efforts identified as needed during the monitoring inventory, such as recording turbidity at the Jetty Creek treatment plant - Apply for funding for potential monitoring programs - Implement new and/or expanded monitoring programs as resources allow - Conduct outreach and community engagement efforts - Evaluate City’s other surface water rights (not on Jetty Creek) for reliability and potential use as backup sources or other water rights strategies	- Continue implementing and tracking monitoring programs - Conduct public outreach to educate the community about monitoring programs and data findings/trends	- Public Works Department - Landowners State agencies: Oregon Department of Forestry (ODF) (resources for forest watershed stewardship: databases, funding, technical assistance, Forest Practices Act (FPA), Forest Practices Monitoring Program), DEQ, Oregon Health Authority (OHA), Oregon Water Resources Department (OWRD), Oregon Department of Fish and Wildlife (ODFW) Watershed councils: Nehalem Bay Watershed Council (WC) (formerly Lower Nehalem WC), Tillamook Bay WC - Tillamook Estuaries Partnership (TEP)

Strategy Category	Phase 1 Activities	Phase 2 Activities	Phase 3 Activities	Potential Partners
Watershed Restoration	- Identify high-priority areas for potential watershed restoration projects (e.g., riparian planting, invasive species removal, large woody debris installation) - Coordinate with landowners and organizations, like watershed councils, about identifying projects - Explore partnerships for restoration projects	- Continue working with partners to plan and implement restoration projects - Pursue funding for potential projects and implement projects in high-priority areas as funding allows	- Track success of project implementation - Continue tracking needs for restoration work and coordinating with landowners and organizations	- Public Works Department - Landowners - Tillamook County Soil and Water Conservation District (SWCD) Watershed councils: Nehalem Bay WC (resource: Nehalem Strategic Action Plan for Coho Recovery document), Tillamook Bay WC - Oregon State University (OSU) Extension - ODFW - TEP
Sediment and Erosion Control	- Identify high-priority areas for potential projects (e.g., steep slopes, highly erodible soils) using Geographic Information Systems (GIS) and ground observations - Conduct studies as needed on erosion/landslide potential and impacts of activities in the watershed - Pursue projects for high-priority areas (e.g., road sediment reduction, erosion control, and culvert replacement projects) - Communicate with landowners about projects for high-priority areas and about their FRIA - Identify technical assistance programs that could benefit landowners (including if City is a landowner) - Identify ODF stream classifications - Identify erosion impacts from different types of recreation	- Pursue funding for high-priority road sediment reduction, erosion control, and culvert replacement projects, and begin implementation once funding is secured - If land is acquired, create or build on existing road maintenance plans & inventories - Coordinate with neighboring landowners	- Continue to implement road sediment reduction, erosion control, and culvert replacement projects - Continue to assess needs for sediment and erosion control projects and track progress made on implemented projects - Maintain road maintenance and assessments and inventories, either by communicating with landowners or updating City's plans if land is acquired	- Public Works Department - Landowners - Tillamook County Soil and Water Conservation District Watershed councils: Nehalem Bay WC, Tillamook Bay WC - OSU Extension - ODF (funding for erosion control projects, etc.) - Potential contracted foresters

Strategy Category	Phase 1 Activities	Phase 2 Activities	Phase 3 Activities	Potential Partners
Water Supply and Emergency Planning	- Water supply planning: - Update Water Master Plan (WMP) and Water Management and Conservation Plans (WMCPs) - Assess future water needs, accounting for tourism and climate change - Continue pursuing opportunities to expand storage capacity in water system (City has applied for funding to expand storage capacity) - Explore alternative water sources - Identify other infrastructure needs that can address water supply concerns - Emergency planning: - Review existing plans and identify emergency planning needs (e.g., develop or update plans and protocols for natural hazards, such as for providing water supply) - Incorporate source water protection strategies and information, such as maps, in existing emergency plans for the City and for local agencies and authorities - Consider the impacts of climate change in emergency planning - Identify partners for technical assistance and joint planning	- Implement infrastructure projects identified in WMP and measures to improve water supply reliability in and outside of the watershed such as expanding storage capacity - Evaluate road infrastructure and develop a transportation plan that maintains access roads for firefighting and emergency access - Assess infrastructure and watershed access to identify any vandalism vulnerabilities to address	- Continue updating water supply and emergency plans - Following an emergency event in the watershed, communicate with landowners and organizations about resources and restoration project	- Public Works Department - City and/or County departments (e.g., Planning Department and Fire Department) - State agencies: DEQ (Drinking Water Protection Program), OHA (emergency planning (e.g., workshops & resources), OWRD - Landowners - Tillamook County SWCD - Watershed councils: Nehalem Bay WC, Tillamook Bay WC - Sustainable Northwest
Communications and Public Engagement	- Continue communications with landowners about source water protection, maintaining or pursuing MOUs, land acquisition, and best management practices, and continue participating in the Jetty Creek Working Group - Gather information from landowners about management activities in watershed, including FRIAs - Annually enroll in Forest Activity Electronic Reporting and Notification System (FERNs) pesticide notifications - Communicate source water protection efforts to the community and relevant organizations	- Continue communicating source water protection efforts to the community and relevant organizations - Conduct outreach about best recreation practices in the watershed - Communicate with wildfire response planners and managers about source water protection - Maintain FERNs enrollment	- Continue communication efforts with partners and the public - Maintain FERNs enrollment	- Public Works Department - Landowners - Fire managers - Sustainable Northwest - North Coast Land Conservancy

Strategy Category	Phase 1 Activities	Phase 2 Activities	Phase 3 Activities	Potential Partners
Water Conservation Measures	- Continue conducting water conservation measures and water loss reduction initiatives (incorporated into WMP and WMCP) - Develop and distribute water conservation outreach messaging for residents, tourists, and businesses - Identify additional conservation measures the City could implement and a schedule for implementation - Explore funding for water conservation measures - Identify potential partnerships or resources that could support City in water conservation measures	- Implement additional water conservation measures identified in Phase 1 - Continue identifying and developing conservation partnerships - Identify and implement ordinances to limit development or require water efficiency measures for new development	- Continue implementing infrastructure projects outlined in WMP - Continue to implement water conservation measures, including outreach to water users - Continue identifying and developing conservation partnerships - Assess progress of implemented measures at the 5-year check in mark from the WMCP submittal	- Public Works Department - City Planning Department

4.2 Phase 1 – Immediate Activities and Information Gathering

4.2.1 Critical Area Protection

Assessing and prioritizing critical areas in the source watershed is a necessary precursor to any protection actions. The City has been exploring options for acquisitions that would protect Jetty Creek as a water source with both landowners in the watershed, and one has expressed a willingness to sell to date. During Phase 1, the City will gather and utilize data, such as Geographic Information Systems (GIS) analyses, as needed to identify critical areas for protection and to help inform its land acquisition efforts. The City will continue communicating with landowners and planning with partners regarding potential acquisitions or easements. Activities during this phase related to land acquisition will likely include due diligence evaluations, appraisals, mapping, and pursuing funding for acquisitions, some of which have started.

The City will continue to work with partners to identify funding and will apply for funding if an agreement is reached to carry out an acquisition. Utilizing funding awarded by OHA to the City in 2024, the City will also create a broad Forest Stewardship Plan to support the forest management on any land acquired in the future, which will outline a planned management vision and strategies for the area it anticipates acquiring. The City will research best practices for managing drinking water source watersheds and may reach out to other communities who have acquired their source watersheds for information and resources.

The City will also communicate with current landowners about management practices that can protect water quality in critical areas identified on their lands. The City may explore adding to the existing MOU or creating new MOUs with landowners about management practices that protect critical areas, as a backup plan for acquisitions or easements. In addition, the City will conduct community outreach about its critical area protection efforts.

4.2.2 Data Collection and Monitoring Programs

During Phase 1, the City will identify existing monitoring efforts and data sources and create an inventory of historical and/or current data for Jetty Creek, such as streamflow and various water quality parameters. For example, the City currently takes daily turbidity measurements at the Jetty Creek treatment plant and will continue taking and recording turbidity measurements. An inventory containing the type, availability, time range, and other descriptors of existing data will help the City identify data gaps. The City can then investigate what data it can obtain from other entities or where the City's existing monitoring activities could be enhanced. The City will then develop monitoring and data management approaches as needed.

The City will seek assistance from state agencies for a re-assessment of watershed conditions and risks to the water source as needed, such as more detailed maps of high-density contaminant sources, or more detailed landslides and soil data. Upon the City's request, the DEQ provided an updated soil erosion map for this SWPP and DEQ could potentially assist with updating data and maps in the future. ODF publishes landslide hazard location data. Certain parts of the watershed could be evaluated more closely, such as areas with particular erosion concerns or a borrow pit, and a detailed analysis of risks could be done if needed. The City may need to seek advice from experts and connect with partners for technical assistance for these more detailed evaluations. The City will also investigate funding sources for potential monitoring programs. Other priority data needs will become apparent from the inventory the City will create during Phase 1 and as the City moves forward with land acquisition efforts.

4.2.3 Watershed Restoration

During Phase 1, the City will work to identify high-priority areas to implement watershed restoration projects in coordination with landowners and organizations, such as Oregon Department of Fish and Wildlife (ODFW)

and local watershed councils. Criteria for identifying these areas may consist of the presence of invasive plant species, sensitive or listed aquatic species, proximity to streams, the degree of human land-use impacts, erosion rates, and indications of contaminants based on available water quality data. Projects that benefit water quality could include invasive species removal and planting native species on riparian buffers. Projects that benefit water quantity could include encouraging beaver activity and building natural storage in the watershed. Water quantity projects can reduce evaporation around streams and expand water retention in the watershed. ODFW is currently planning large woody debris installation and fish passage barrier removal projects in the watershed that will be implemented in the next 5 years. The City will explore partnering with landowners and organizations to implement other identified projects.

4.2.4 Sediment and Erosion Control

Similar methods will be used to identify high-priority areas for both watershed restoration and sediment and erosion control projects. GIS assessments, testing results, expertise, stakeholder input, and ground-truthing (confirming data is accurate with field observations) will inform project site identification. Roads will be assessed based on their proximity to streams, steepness, known condition, and sediment issues. The City will communicate with landowners about road conditions and potential concerns identified in their FRIAs. Stream crossings will also be assessed to determine any maintenance or upgrading needs and whether ODFW needs to review fish passage requirements. The City will explore contracting studies in the Jetty Creek watershed to analyze soil erosion and landslide potential and to understand the impacts of activities in the watershed on these risks. Depending on the level of detail needed to be studied, this process may overlap into Phase 2. The City will connect with partners experienced in sediment and erosion control to pursue projects and resources, such as technical assistance programs. The City will also learn more about ODF stream classifications and expected management practices associated with those classifications.

During Phase 1, the City will assess the erosion impacts from various recreational activities in the watershed, which will likely be determined by site observations. This information will be used to identify sites for sediment and erosion control projects and will influence how recreation in the watershed is managed.

4.2.5 Water Supply and Emergency Planning

During Phase 1 of water supply planning strategies, the City will update its WMP and WMCP. Updating water supply plans will incorporate assessing future water needs for the community, considering the impacts of climate change and projected increased tourism and development on water supply. If funding for updating plans is needed, the City will pursue and secure funding sources during Phase 1. The City has applied for funding to expand water storage capacity in its system to provide more operational flexibility during peak periods of water demand or during emergencies. The City will continue exploring projects that can improve water supply infrastructure, such as constructing additional tanks or implementing water retention projects in the watershed, as described under watershed restoration strategies in Sections 3.4, 4.2.3, 4.3.3, and 4.4.3. The City will also explore alternative water sources.

During Phase 1 of emergency planning strategies, the City will review its existing emergency plans and identify needs for updating plans or protocols. The City will address hazards that put water sources at risk and incorporate source water protection strategies into updates of its emergency plans. Maps of the drinking water source area will be developed for emergency plans to show jurisdictions, access roads, and water infrastructure to be protected during an emergency. The City will also coordinate with local agencies and authorities about incorporating source water protection into their existing emergency management and response plans. This may include Wheeler/Manzanita, Tillamook County, the U.S. Forest Service (USFS), Bureau of Land Management (BLM), Oregon Department of Transportation, and any others that the City may identify. The City will identify partners, such as emergency response planners and conservation groups, for technical assistance and joint planning as needed.

OHA has a webpage dedicated to emergency preparedness: <https://www.oregon.gov/oha/PH/HEALTHYENVIRONMENTS/DRINKINGWATER/PREPAREDNESS/Pages/emergency.aspx>. The webpage includes a document called “Local Water Supply Emergency Planning Guidance for Emergency Managers” that provides a list of resources for community water system operators (see Appendix C).

4.2.6 Communications and Public Engagement

The City will strengthen communications with landowners, partners, and agencies in Phase 1. The City will continue participating in the Jetty Creek Working Group, which provides a forum for communications with landowners. Topics of discussion will include land acquisition, existing MOUs and exploring additional MOUs, best management practices, and source water protection projects. The City will request information from landowners about their management and observations of the watershed to inform determinations of high-priority areas for restoration or erosion control projects. The City will also request information from landowners about roads in the watershed, areas where forestry harvesting or chemical applications have occurred in recent years, areas of particular concern for erosion or landslides, and information about any active or inactive gravel quarries in or near the watershed. If landowners are required to complete FRIAs, the City will request copies of those assessments. Collaboration between the City and landowners is key to improving source water protection.

During Phase 1, the City will ensure it is enrolled in Forest Activity Electronic Reporting and Notification System (FERNS) pesticide notifications and will plan to re-enroll annually. These notifications will help the City adjust management of its Jetty Creek water supply, like shutting off the WTP temporarily to mitigate potential water quality impacts of particular chemical applications in the watershed.

The City will continue its public engagement program to inform the public about Jetty Creek source water protection efforts, such as through public meetings or social media and outreach campaigns. Outreach topics could include activities in the watershed, plans, agreements with landowners, and updates on land acquisition efforts. The City will also communicate with relevant organizations to share updates about source water protection projects.

4.2.7 Water Conservation Measures

During Phase 1, the City will continue water conservation activities already being implemented, including water loss reduction initiatives such as leak detection and water line replacement activities. These initiatives are ongoing, and planned infrastructure projects will be detailed in the WMP updates. The City’s WMCP requires it to implement water conservation measures, such as conducting annual water audits to identify water loss in the transmission and distribution system and conducting public water conservation outreach and education. The City will develop and distribute water conservation messages for residents, tourists, and businesses in an effort to reduce water demand. The City will identify additional measures to expand its water conservation program, such as providing free water conservation kits to customers that would include water-efficient devices like showerheads, faucet aerators, and toilet leak detection tablets, and develop a schedule for implementation. Funding may be needed to implement measures. Potential partnerships will be explored with any identified conservation organizations or other regional water providers who are interested in pooling resources and aligning water conservation messaging.

4.3 Phase 2 – Develop Partnerships and Continue Implementation

4.3.1 Critical Area Protection

Phase 2 will focus on completing a land acquisition or conservation easement with the willing landowner. Once land is acquired, the City will refine the Forest Stewardship Plan it developed during Phase 1 to align

with newly acquired lands, which will prepare the City for managing these lands for source water protection. The Forest Stewardship Plan will detail risks to water sources in specific critical areas and describe the vision and strategies for managing the forest and tracking source water protection activities. For example, the Forest Stewardship Plan may include an inventory and characteristics of natural resources in the watershed on the acquired lands, such as trees and understory vegetation. Baseline data can be gathered and used to determine desired future watershed conditions and track the results of source water protection management strategies. The City will work with partners, such as conservation organizations, to refine and implement a Forest Stewardship Plan.

Other planning efforts will likely be involved during Phase 2, including FRIAs and planning to transition maintenance of roads and any other infrastructure that will require active management. The City may choose to contract with foresters to develop FRIAs.

The City will continue conducting outreach to the community about the status of acquisition efforts, as well as source water protection projects that are implemented in acquired lands.

4.3.2 Data Collection and Monitoring Programs

During Phase 2, the City will continue its existing monitoring activities and data collection as identified in the monitoring inventory during Phase 1. For example, the City will continue taking turbidity measurements after storm events, particularly for the first storm of the season. The City will seek opportunities to improve upon its current program by implementing a regular schedule and tracking system for data collection. The City will further develop planned monitoring approaches and apply for funding to support new or expanded monitoring programs during Phase 2.

The City will conduct outreach and community engagement efforts to inform the community about the data collected, its intended use, and updates about monitoring programs, including grants, project designs, and project implementation.

The City will evaluate its other surface water rights, aside from Jetty Creek, for reliability and potential use as backup water supply sources. Water rights strategies will also be explored.

4.3.3 Watershed Restoration

During Phase 2, the City will continue to coordinate with landowners and partners to plan for and implement restoration projects. The City will pursue funding for identified watershed restoration projects in alignment with a Forest Stewardship Plan developed for any acquired lands. Depending on funding requirements and capacities, certain projects may involve additional planning steps, such as designing a methodology to track project activities, which would be done in Phase 2.

4.3.4 Sediment and Erosion Control

During Phase 2, the City will continue planning projects in high-priority areas and will pursue funding for potential road sediment reduction, erosion control, and/or culvert replacement projects identified in Phase 1. Early implementation of projects will also be part of Phase 2 once funding is secured.

The City plans to engage with forest landowners during this phase to explore available resources regarding sediment reduction practices and to collaborate on initiatives aimed at reducing sediment from roads. Discussions with landowners will cover the possibility of conducting road inventories and assessments on public lands to pinpoint further project requirements in key priority zones. If the City acquires land in the watershed, it will develop road inventories and maintenance plans or request plans from previous landowners and build upon those plans if they are available.

The City and potentially current landowners will identify and coordinate with neighboring landowners (outside of the source water area boundaries) about needs and areas of concern and potentially collaborate on sediment and erosion control projects.

4.3.5 Water Supply and Emergency Planning

During Phase 2, the City will implement projects to address risks to water supply identified during Phase 1 in the updated WMP and the WMCP. Projects to expand storage capacity in the water system will be implemented, including infrastructure or natural storage projects within and outside of the watershed. For example, Phase 2 may be the construction stage of projects included in the Capital Improvement Plan section of the WMP.

Road infrastructure will be assessed for accessibility by firefighters and other vehicles in the event of an emergency during Phase 2, and the City and/or landowners may plan maintenance of roads for emergency access as needed. Infrastructure and access points within the watershed will also be evaluated during Phase 2 to identify any areas that the City and/or landowners determine may be vulnerable to vandalism and attacks. These areas will be noted, and strategies to reduce vulnerabilities may be incorporated into future management plans.

4.3.6 Communications and Public Engagement

Phase 2 is focused on maintaining community engagement and outreach efforts and further developing partnerships. The City will continue conducting outreach to inform the public and partner organizations about source water protection efforts. Outreach and engagement methods could include social media and other digital platforms, distributing informational paper materials, public meetings, and events. The City will focus other outreach efforts on recreation in the watershed during Phase 2, educating the public about the potential impacts of different types of recreation and best practices to maintain a clean watershed (e.g., following only designated trails, not leaving litter or waste). Messaging about recreational practices could be communicated at meetings or with informational signs or postings at trailheads, for example.

The City will communicate with wildfire response planners and managers to convey that the Jetty Creek watershed is the City's primary water source and to describe the City's source water protection efforts. These communications are intended to result in more informed wildfire management decisions in the Jetty Creek watershed.

The City will maintain its enrollment in FERNs through Phase 2 if applicable.

4.3.7 Water Conservation Measures

During Phase 2, the City will continue its conservation program and will implement additional measures it identifies during Phase 1 as funding and resources allow. The City will devote additional effort during Phase 2 towards pursuing and establishing conservation partnerships that could be leveraged to share resources and accomplish outreach goals. In addition, the City will research and evaluate the possibility of implementing water conservation ordinances to decrease water use and minimize water waste. These ordinances may focus on indoor water usage, potentially mandating water-efficient plumbing fixtures in new constructions, or outdoor water usage, such as promoting or requiring the planting of drought-resistant, low-water-use plant species. The City will identify any potential ordinances that seem beneficial to adopt.

4.4 Phase 3 – Long-Term Implementation

4.4.1 Critical Area Protection

If the City completes a land acquisition or conservation easement with a willing private landowner in Phase 2, Phase 3 will focus on implementing recommended management activities from the Forest Stewardship Plan completed in Phase 2. Management activities focused on source water protection will be tracked, and forest conditions will be monitored to compare to baseline conditions established in Phase 2. For any land not acquired, the City will continue working with landowners to enhance critical area protection.

Management activities in Phase 3 will also include building upon existing plans and possibly developing a specific land use plan for the Jetty Creek watershed that addresses unauthorized camping and recreation, as well as other land uses, as needed. During Phase 3, the City may also explore forming a public and private recreation partnership, where an organization could manage recreation areas in the watershed, for example, through administering passes or entry.

4.4.2 Data Collection and Monitoring Programs

Water quality monitoring identified in earlier phases will continue during Phase 3 and beyond. Any data needs or new data that is obtained related to source water risks will be tracked, especially in preparation of the 5-year update to the SWPP. The City will continue conducting public outreach and engaging the community in education about its monitoring efforts and data findings or trends, at least as part of the SWPP 5-year update process.

4.4.3 Watershed Restoration

During Phase 3, the City and its partners will track activities completed, successes (i.e., accomplishments) of implemented projects, and needs for additional or long-term watershed restoration work. For example, the number of invasive species or the amount of riparian buffer cover gained since before implementation could be tracked. The City will continue collaborating with partners to stay coordinated on source water protection efforts, to share resources, and to meet grant requirements, as applicable.

4.4.4 Sediment and Erosion Control

The City will continue supporting implementation of sediment reduction, erosion control, culvert replacement, and ecosystem restoration and enhancement projects that may offer a range of benefits, as well as tracking progress on those activities. As conditions in the watershed change due to management changes, road construction, and severe storms or other natural events, the City will continue to assess the need for new sediment reduction projects. The City will coordinate with landowners in the watershed to understand the latest road maintenance activities and assessments of road conditions and to develop collaborations for new projects. For any land the City acquires, it will maintain road inventories and maintenance plans and continue implementing plans.

4.4.5 Water Supply and Emergency Planning

Long-term activities will include continuing to update water supply and emergency plans to consider source water risks as needed. When agencies arrange to update their emergency response plans, the City will participate in the update process in an effort to incorporate source water protection in those plans and take part in any related community engagement activities. For instance, the City might ask for the inclusion of maps showing its source area and contact details for its WTP in case of emergencies that could impact its water supply.

Following any emergency events affecting the Jetty Creek watershed, the City will communicate with landowners (if applicable) and restoration experts, such as nearby watershed councils and Tillamook County Soil and Water Conservation District, to assess the need for watershed restoration projects and then pursue needed projects. To address erosion and sedimentation impacts of disasters, like wildfires or landslides, projects in affected areas would be prioritized to reduce consequences to water sources.

4.4.6 Communications and Public Engagement

The City will maintain its communication with partners and public engagement efforts, particularly as it pertains to the management of acquired land in the source water area and facilitating the 5-year update to the SWPP. The City may establish a committee focused on forest stewardship that will hold public meetings, which could be initiated when revisiting the SWPP for the 5-year update and could be continued if there is interest. The City will maintain its enrollment in FERNs as long as it is necessary if any land remains owned and operated for forestry.

4.4.7 Water Conservation Measures

As funding allows, the City will continue implementing leak detection and infrastructure projects outlined in its WMP. The City will assess the need for any additional water conservation outreach programming and will work with any partners identified in Phase 2 on potential new focus areas. For any water conservation ordinances identified during Phase 2, staff will recommend their adoption to the City Council. They will also engage in outreach efforts to inform customers and developers about the new regulations and their advantages for water conservation.

At the 5-year check-in mark from the submittal of a WMCP, the City will evaluate its progress in implementing conservation benchmarks. The City will continue to implement conservation measures long-term, including conducting outreach to water users.

4.5 Potential Funding Sources

The following is a list of potential funding sources for supporting implementation of the SWPP. The City's SWA (DEQ, 2016) also contains a list of funding sources, as does DEQ's webpage on funding for water systems: <https://www.oregon.gov/deq/wq/dwp/Pages/DWP-Funding.aspx>. The funding opportunities below are well-aligned with the City's priorities for SWPP implementation.

Drinking Water Source Protection Fund, OHA

- Provides grants of up to \$50,000; grants can be received in 2 consecutive years, then there must be at least 1 year before another grant is awarded.
- Provides loans up to \$100,000 per project.
- Funding must be used within 2 years.
- Emergency grants are available to address threats to drinking water supplies outside of the standard Letter of Interest submission timeline.
- Letters of Interest due from January through March.
- **Example Projects:** land acquisition, incentive-based protection measures, community outreach, riparian restoration, waste collection, and watershed planning.
- <http://www.oregon.gov/oha/ph/healthyenvironments/drinkingwater/srf/pages/spf.aspx>

Drinking Water Provider Partnership Grants, Geos Institute

- Provides grants up to \$50,000.
- Project must be in a drinking water source area with a federal nexus (e.g., USFS and BLM).
- Funding must be used within 18 months.
- Proposals due in early January.
- Supports projects that restore and protect watersheds that provide drinking water while also benefiting aquatic and riparian ecosystems, including the native fish that inhabit them.
- **Example Projects:** develop native riparian reserves, road sediment analysis and road redesign, riparian planting, weed control, floodplain reconnection.
- <https://geosinstitute.org/initiatives/SPP/>

Clean Water State Revolving Fund, DEQ and EPA

- Provides below-market rate loans for planning, design, and construction projects that protect public health, restore natural areas, and promote economic development.
- Applications reviewed three times a year.
- **Example Projects:** establishing monitoring programs and outreach programs, watershed restoration, loans for septic system upgrades/replacements, land purchase and conservation easements, and nonpoint source control activities.
- <https://www.oregon.gov/deq/wq/cwsrf/pages/default.aspx>

Oregon 319 Nonpoint Source Implementation Grants, Oregon DEQ

- Provides grants up to \$50,000 and requires a 40 percent non-federal match (i.e., 40 percent of the total project cost must be covered by non-federal funds and/or in-kind services).
- Application period typically in spring.
- Supported activities include technical assistance, financial assistance, education, training, technology transfer, demonstration projects, and monitoring.
- Projects that involve collaborative stakeholder partnerships are encouraged.
- Projects that protect or replace failing infrastructure on USFS or BLM roads or lands are not eligible.
- <https://www.oregon.gov/deq/wq/programs/pages/nonpoint-319-grants.aspx>

Oregon Watershed Enhancement Board Grants

- **Monitoring Grants:** eligible monitoring projects include status and trend, project effectiveness, landscape effectiveness, and Rapid Bio-Assessment; apply in the fall.
- **Restoration:** Priorities include altered watershed function affecting water quality, water flow, and fish production capacity; apply in the spring or fall.
- **Stakeholder Engagement:** Eligible projects increase awareness and understanding in watersheds to support implementation of specific restoration, monitoring, and conservation activities; apply in spring or fall.
- **Technical Assistance:** apply in spring or fall.
- **Land Acquisition Grants:** Eligible projects involve purchase of interests in land from willing sellers for maintenance and restoration of watersheds and fish and wildlife habitat; apply in fall.

- **Water Acquisition Grants:** Eligible projects involve purchase of an interest in water from a willing seller to increase in streamflow for habitat and species conservation benefits and to improve water quality; apply in fall.
- **Drinking Water Source Protection Grant Program:** The program was established in June 2023. Grants are given to public water suppliers for acquisitions, covenants, easements, or similar agreements for lands within the supplier's drinking water source area for which an acquisition will benefit the drinking water source; apply in winter; \$5,000,000 available within the program, \$3,000,000 cap for individual grant requests.
- **Small Grants:** Provides up to \$15,000 for less complex, on-the-ground restoration projects.
- <https://www.oregon.gov/oeb/grants/Pages/grant-programs.aspx>

Feasibility Study Grants and Water Project Grants and Loans, OWRD

- Water Project Grants and Loans
 - Applications are due in April.
 - Supports projects that address instream and out-of-stream water supply needs now and into the future.
- Feasibility Study Grants
 - Reimburse up to 50 percent of the costs of studies to evaluate the feasibility of developing water conservation, reuse, and storage projects.
 - Applications are due in fall.
- <https://www.oregon.gov/owrd/programs/FundingOpportunities/Pages/default.aspx>

Private Forest Accord Grant Program, ODF

- Supports projects that benefit fish and aquatic wildlife species and habitats anticipated to be covered by the pending ODF Habitat Conservation Plan.
- Examples of supported project types include (but are not limited to) fish passage, riparian restoration, conservation easements or land acquisition, and invasive species removal.
- Applications are typically due in the fall, Administered by ODFW.
- Most projects typically request at least \$50,000 (no minimum or maximum set).
- https://www.dfw.state.or.us/habitat/PFA/grant_program.html#GrantProgram

Various Federal Financial Assistance Programs, U.S. Department of Agriculture Natural Resources Conservation Service

- **Environmental Quality Incentives Program (EQIP):** Financial and technical assistance to agricultural and forestry producers to address natural resources concerns and provide environmental benefits, such as water quality improvements, reduce soil erosion and sedimentation, and improved wildlife habitat.
 - <https://www.nrcs.usda.gov/programs-initiatives/eqip-environmental-quality-incentives>
- **Conservation Stewardship Program:** Encourages farmers, ranchers, and woodland owners to take the conservation a step further by implementing additional conservation activities and enhancements.
 - <https://www.nrcs.usda.gov/programs-initiatives/csp-conservation-stewardship-program>

- **National Water Quality Initiative:** Provides funding for a detailed watershed assessment and an outreach strategy to address agricultural-related impacts, and following completion, funding to implement projects becomes available through EQIP.
 - <https://www.nrcs.usda.gov/programs-initiatives/national-water-quality-initiative>
- **Watershed and Flood Prevention Operations Program:** Provides financial and technical assistance for erosion and sediment control, watershed protection, flood prevention, water quality improvements, water management, fish and wildlife habitat enhancement, hydropower sources, and rural, municipal, and industrial water supply; the project must have agricultural benefits.
 - <https://www.nrcs.usda.gov/programs-initiatives/watershed-protection-and-flood-prevention-operations-wfpo-program>
- **Emergency Watershed Protection Program:** Provides technical and financial assistance for communities following natural disasters that impair a watershed. Examples of activities that could be funded include removal of debris from stream channels and culverts, restoration of streambanks, establishing vegetative cover on critically eroding lands, repairing levees, and purchase of floodplain easements.
 - <https://www.nrcs.usda.gov/programs-initiatives/ewp-emergency-watershed-protection>

Environmental Education Grants Program, EPA

- Supports projects that promote environmental awareness and stewardship and help provide people with skills to protect the environment.
- Applicants must represent at least one of the following types of organizations: local education agency, state education or environmental agency, college or university, non-profit organization, tribal education agency, noncommercial educational broadcasting entity.
- Grant competition closes in January.
- <https://www.epa.gov/education/grants>

Various Grants, Oregon Office of Emergency Management

- **Emergency Management Performance Grant:** makes grants from the federal government available to state, local, and tribal governments to assist in preparing for all hazards.
- **Hazard Mitigation Assistance Grant:** Provides funds from the federal government to assist in hazard mitigation planning, projects, and other activities to reduce vulnerability to hazards.
- **Homeland Security Grant Program:** Provides funds from the federal government for planning, organizing, equipment purchasing, training, and exercises for emergencies.
- <https://www.oregon.gov/oem/emresources/Grants/Pages/default.aspx>

Forest Legacy Program, USFS

- Aims to identify and conserve environmentally important forest areas that are threatened by conversion to non-forest uses. Landowners may participate in the Forest Legacy Program by either selling their property outright or by retaining ownership and selling only a portion of the property's development rights; both are held by state agencies or another unit of government; conservation easements are another option.
- <https://www.fs.usda.gov/managing-land/private-land/forest-legacy>

Community Forest Funding, USFS

- Provides financial assistance to tribal entities, local governments, and qualified conservation non-profit organizations to acquire and establish community forests that provide community benefits (e.g., economic benefits through forest management, clean water, wildlife habitat, education, and public access for recreation).
 - Full fee title acquisition is required. Conservation easements are not eligible.
 - Community Forests can be owned by local governments, tribal governments, and qualified nonprofit entities.
 - The program pays up to 50 percent of the project costs and requires a 50 percent non-federal match.
 - Public access is required for Community Forest Program projects.
 - Lands acquired through the program are actively managed in accordance with a community forest plan to provide community benefits.
- <https://www.fs.usda.gov/managing-land/private-land/community-forest>

Coastal Zone Management Program, National Ocean and Atmospheric Administration

- Addresses the nation's coastal issues through a voluntary partnership between the federal government and coastal and Great Lakes states and territories. Supports efforts to protect, restore, and responsibly develop diverse coastal communities and resources.
- <https://coast.noaa.gov/czm/>

Community Change Grants, EPA

- [Inflation Reduction Act](#) funds were available for environmental and climate justice activities to benefit disadvantaged communities through projects that reduce pollution, increase community climate resilience, and build community capacity to address environmental and climate justice challenges. This opportunity closed in November 2024, and future opportunities are unknown.
- <https://www.epa.gov/inflation-reduction-act/inflation-reduction-act-community-change-grants-program>

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SECTION 5: Contingency Plan

A contingency plan for responding to the loss or substantial reduction of a drinking water source is a required element of a state-approved SWPP. Oregon Administrative Rule [333-061-0057\(5\)](#) specifies that a contingency plan must include the following elements:

1. Inventory/prioritize all threats to the drinking water supply
2. Prioritize water usage
3. Anticipate responses to potential incidents
4. Identify key personnel and develop a notification roster
5. Identify short-term and long-term replacement potable water supplies
6. Identify short-term and long-term conservation measures
7. Provide for plan testing, review, and update
8. Provide for new and ongoing training of appropriate individuals
9. Provide for education of the public
10. Identify logistical and financial resources

These elements are addressed below.

This contingency plan has been developed in coordination with the City of Rockaway Beach EOP (Rockaway Beach, 2023), the NHMP (Tillamook County, 2023), and City of Rockaway Beach WMCP (HBH, 2020).

5.1 Threats to the Drinking Water Supply

The City identified and prioritized several risks to its drinking water source area in Section 2 of this SWPP. Of the identified risks, the following could cause the potential loss or reduction of a drinking water source:

- Landslides
- Drought and Low Streamflows
- Climate Change
- Earthquake
- Tsunami
- Severe Storms
- Wildfire
- Infrastructure Leakage or Failures
- Vandalism

5.2 Prioritization of Water Usage

If an emergency results in an insufficient water supply to meet all needs, the City may need to prioritize water use. The prioritization may be as follows:

- Fire protection
- Medical facilities

- Residential
- Commercial and schools
- Parks
- Irrigation

5.3 Responses to Potential Incidents

The City's EOP describes how the City will respond to emergency events. The City's EOP (Rockaway Beach, 2023) is fully integrated into and supplemental to the Tillamook County EOP (Tillamook County Office of Emergency Management, 2017), which includes an Immediate Action Checklist, a Basic Plan, and Incident Annexes. The City's EOP is also compatible with the State of Oregon Emergency Management Plan (OEM, 2024) and the Tillamook County Multi-Jurisdictional NHMP (Tillamook County, 2023). The City's EOP consists of immediate direction and command structure in the event of an emergency, divisional structure, and contact information for appropriate emergency City staff.

The immediate direction and command structure is used to initiate the City's responses to incidents. It outlines appropriate personnel and organizations to contact, designated evacuation areas, and when and how to declare a state of emergency. A Declaration of Emergency must be forwarded immediately to the Tillamook County Office of Emergency Management.

The City's EOP (Rockaway Beach, 2023) divides City resources into six areas: (1) public works, (2) fire, (3) medical, (4) law enforcement, (5) communications, and (6) Community Emergency Response Team (CERT)/preparedness volunteers. For each division, the EOP outlines the incident mission, primary contact person, duties, and overall goal. The mission for incidents related to the public works division is:

Preserve life and safeguard the city assets. Prevent water contamination from sewage or other contaminants, maintain as large a water reserve as possible for both consumption and fire suppression, maintain the city infrastructure, open streets and roadways for emergency responders, and assist with rescue operations.

The "Duties" section provides an order of operations that supports the divisional mission. The Basic Plan section of the Tillamook County EOP (Tillamook County Office of Emergency Management, 2017) provides more information about the hazards and threats facing Tillamook County communities; and the Incident Annexes supplement the Basic plan by providing step-by-step guides to respond to and recover from specific incidents.

The City operates a Level 2 WTP that requires a certified operator and a Level 1 distribution system. The City has a WTP operations and maintenance manual, which provides instructions for operations and maintenance of the facility. This manual is intended for use by trained WTP operators. The manual is located at the WTP. The City also has a certified Cross Connection Control Specialist that helps the City comply with cross connection control requirements.

Information about the City's drinking water treatment and sampling is available through OHA's Drinking Water Online database. The database can be accessed by using the following link: <https://yourwater.oregon.gov/> and entering Rockaway Beach Water District in the Water System Search.

5.4 Key Personnel and Notification Roster

5.4.1 Key Personnel

The following positions are authorized to issue a Declaration of Emergency: 1) Mayor, 2) City Manager, 3) Emergency Manager, and The City Council, when a quorum is present.

The City's key personnel for emergency operations are identified in the City's EOP (Rockaway Beach, 2023) as:

- The Rockaway Beach National Incident Command Systems staff, which consists of the following: the Emergency Manager (Incident Commander [IC]), as well as the City Manager, Administrative Assistant, City Finance Officer, and a Public Information Officer (support staff)
- A Safety Officer provided by the Fire Department
- The Incident Management Team (IMT): the Public Works Director, Fire Chief, City Manager, Mayor, and City Council

The City divides up tasks between six divisions, and each of the six divisions is represented by a primary contact person on the IMT.

5.4.1.1 National Incident Command System Staff

Upon Declaration of Emergency, specified members of the IMT will gather and activate emergency response activities. This team will utilize the National Incident Management System (NIMS) and be headed by the Rockaway Beach Emergency Manager or their designate, IC. The IC determines staffing composition based on need. A list of potential staff is included in the City's EOP (Rockaway Beach, 2023).

5.4.1.2 Divisional Structure

The City's emergency response team is divided into six different divisions: public works, fire department, medical, law enforcement, communications, and CERT/volunteers (contact information in Section 5.4.2.1). The public works division is responsible for safeguarding the City's assets, including its water systems. The fire department is responsible for preserving public and private property and facilitating evacuation. The medical team assesses and treat injuries. Law enforcement is responsible for maintaining overall security and control. The communications division serves as a liaison between local emergency operations personnel and regional and/or state officials. CERT/volunteers help to preserve life and aid emergency responders.

5.4.2 Notification Roster

5.4.2.1 Key Personnel Contact Information

Primary contacts for each of the six City divisions are identified below. The City's main phone number is 503-374-1752, and direct line numbers are listed below where available.

- Public Works
 - Rockaway Beach Public Works Superintendent/Director
 - 503-374-0586
- Fire Department
 - Rockaway Beach Fire Chief
 - 503-374-0618

- Medical
 - Rockaway Beach Fire Rescue
 - 503-374-0612
- Law Enforcement
 - Rockaway Beach Patrol (Tillamook County Sheriff)
 - Non-emergency dispatch: 503-815-1911
 - Sheriff Office: 503-842-2561
 - Oregon State Patrol: 800-442-0776
- Communications
 - Rockaway Beach Radio Group
 - 503-374-1752
- CERT/Volunteers
 - Rockaway Beach Emergency Manager
 - 503-374-0618

In addition to the contacts for the six divisions, the following county and state agencies respond to emergencies:

- **Public Safety Answering Point (9-1-1 Dispatch)**
- **Tillamook County Emergency Management 503-842-3412**
- **OHA – Drinking Water Services 971-673-0405**
 - OHA-Drinking Water Services is the regulatory agency for public water systems operations, primarily related to water quality. It should be notified of water-related emergencies (e.g., shortages, line-breaks, loss of pressure, and water treatment failure) and it would directly respond and require notification of incidents.
- **DEQ – Drinking Water Program 503-229-5954**

5.5 Short-term and Long-term Replacement Potable Water Supplies

5.5.1 Short-term Actions

The City's WMCP (HBH, 2020) contains a water curtailment element that describes measures the City can implement to decrease demand following a reduction or loss of water supply, and thereby, avoid or delay the need for replacement potable water supplies. The Water Curtailment Plan consists of four stages of curtailment with identified conditions or events that would trigger each stage of curtailment and response measures (triggers and conservation measure examples are described further in Section 5.6.). The curtailment stage is based on specific emergency conditions related to supply, demand, and capacity, or by system manager assessment. Supply shortage indicators are based on streamflows, the Palmer Index, and the Surface Water Supply Index.

Stage 1 of the curtailment plan is a mild warning status intended to request voluntary reduction in water use during periods of high demand or equipment failure. Stage 2 is considered a moderate water emergency with mandatory conservation requirements, invoked when water shortages pose a serious threat to the ability of the water system to meet the demands of its customers. Stage 3 is a severe water emergency with additional mandatory requirements to Stage 2. Stage 4 is a critical water emergency, invoked when disaster conditions make it impossible for the water system to continue functioning as usual.

The City's peak summer water demand occurs during the period of lowest flow in Jetty Creek. As a result, supply during the low-flow period of late summer is regularly supplemented by groundwater from the City's wells. Extended periods of low flow, high usage, and/or infrastructure deficiencies could cause a water shortage necessitating curtailment, as well as other conditions identified in Section 5.1.

5.5.2 Long-term Actions

Section 5.3 of the City's WMCP (HBH, 2020) describes in detail the existing source capacity and new source development for Rockaway Beach. Currently, the City is vulnerable to a long-term interruption in the ability to withdraw water from Jetty Creek, given that Jetty Creek is the City's primary water supply source and that the City's supplemental groundwater sources have water quality issues and infrastructure limitations, as described in Section 2 of the WMCP (HBH, 2020).

As a result, the City evaluated several alternatives as potential new water sources: 1) develop existing water rights, 2) develop interconnection, and 3) increase raw water storage. The City will be exploring potential new water sources in the coming years. Until existing sources are sufficiently restored, or new water sources are identified and developed, the City will likely need to implement curtailment measures in the event of a loss or significant reduction in water supply.

5.6 Short-term and Long-term Conservation Measures

The City's Water Curtailment Plan describes the following water conservation measures required under the four different stages of curtailment.

Alert Stage 1: Mild Water Emergency

Stage 1 will be imposed if a water shortage or equipment failure poses a potential threat to the ability of the water system to meet the demands of its customers. Indicators of a Stage 1 emergency include: Jetty Creek flows recede to less than 1.5 cfs, demand reaches 60 percent of capacity, Palmer Index (PI) values between -2.0 to -3.0, and Surface Water Supply Index (SWSI) values between -1.5 to -2.5.

The objective of Stage 1 is to inform the public of water supply issues and request voluntary water use reduction. Measures associated with Stage 1 include:

- Institute a voluntary restricted watering schedule based on odd/even address numbers for residential and business customers. The voluntary schedule shall apply to all residential and commercial lawn watering and other nonessential water uses with exceptions as specified by the City. Customers will be asked to restrict watering to the night hours to avoid loss through evaporation. Customers will also be asked to avoid all outdoor water use during typical times of peak demand (i.e., weekends, mornings, and evenings).
- Disseminate informational brochures on conservation methods. Advertising on radio, televisions, newspapers, sandwich boards, signs on City Kiosks, and other media will also be utilized to keep the public updated on the water supply situation. The City will also provide recorded information on the City Hall and Public Works phones.
- Request that consumers make efforts to voluntarily reduce water consumption by up to 10 percent of normal through personal conservation efforts. This may include the repair of household leaks, installation of low-flow fixtures, reduction or elimination of landscape watering, and other conservation efforts.
- Provide specific notification to major water users asking for voluntary reductions in use and/or deferring nonessential use to off-peak hours.

- City-operated decorative fountains that do not recirculate water shall cease operating.
- City uses of water for hydrant and water line flushing shall be limited to essential needs.
- No use of City-supplied water to wash sidewalks, walkways, streets, driveways, parking lots, or other hard surface areas except where necessary for public health or safety.
- Usage of City-supplied water to wash vehicles shall only be permitted during weekdays.
- The City should develop a water system reporting sign to indicate the general condition of the City's water supply. Often used to warn of a variety of levels of fire danger, a properly located reporting sign can send a regular reminder to consumers that the water supply is tenuous. Under Stage One curtailment, the reporting sign should raise the alert that the water is low and remind consumers to use water wisely.

Alert Stage 2: Moderate Water Emergency

Stage 2 is the first level of action for the City to enact mandatory water restrictions. Indicators of a Stage 2 emergency include streamflow in Jetty Creek receding below 1.0 cfs, demand reaching or exceeding 90 percent capacity, PI values between -3.0 to -4.0, SWSI values between -2.5 to -3.25, equipment failure, extended equipment maintenance needs, or other indicators listed in the WMCP. In addition to the Stage 1 curtailment measures, Stage 2 measures may include the following:

- Stage One curtailment measures 2-7 continued.
- Watering or irrigating of lawns, landscaping, and gardens may only occur on weekdays between 6 pm and 6 am.
- No use of City-supplied water shall be allowed to clean, fill, or maintain levels in decorative fountains.
- No use of City-supplied water shall be allowed to wash vehicles.
- Hydrant and water main flushing shall be done for emergencies only.
- Restaurants will be required to post drought notices and offer drinking water only upon request. Other high-volume water consumers (e.g., hotels, recreation centers) may be required to post drought notices apprising their clientele of the drought conditions.
- The City reporting sign should indicate the upgrade of severity and further caution consumers about wise and prudent water use.

Alert Stage 3: Severe Water Emergency

Stage 3 will be imposed when Jetty Creek flows recede to 0.75 cfs or when demand reaches 95 percent of capacity, or during major equipment failure. Specific scenarios that would result in a declaration of a severe water emergency are listed in the WMCP. In addition to the curtailment measures in Stages 1 and 2, Stage 3 includes provisions to prohibit all nonessential outdoor use. Stage 3 also includes the enforcement of severe penalties for violating water use restrictions. Additional Stage 3 curtailment measures include:

- Stage One curtailment measures 2-7 and Stage Two measures 3-6 continued.
- No watering or irrigating of lawns, landscaping, gardens, or any other outside water use.
- All outdoor use prohibited.
- No use of city-supplied water shall be allowed to fill swimming pools or other pools.
- The City reporting sign should indicate the upgrade of severity and further caution consumers about wise and prudent water use.

Alert Stage 4: Critical Water Emergency

Declaration of a Stage 4 water emergency is reserved for extreme water supply issues, such as conditions following a natural disaster. Indicators of Stage 4 include the inability of the WTP to produce additional water for the distribution system to deliver potable water. The goal of Stage 4 should be to provide enough water to sustain human life. Stage 4 conservation actions may include closing the distribution system or disconnecting all water users from the system. The City may choose to ration water use from a central location, reservoir, or directly from the WTP.

5.7 Plan Testing, Review, and Update

This Contingency Plan will be reviewed and updated when changes to emergency operations occur or following evaluation of lessons learned from exercises or events. Reviews aim to keep this Contingency Plan consistent with the City's EOP (Rockaway Beach, 2023). This Contingency Plan will be reviewed at a minimum of every 5 years to comply with State requirements.

5.8 Personnel Training

City water purveyors are required to hold certifications for the operation treatment, distribution, and costs connection control systems. City personnel are provided with training in Water Treatment Level 1-4, Water Distribution Level 1-4, and Cross Connection Specialist training.

Fire and EMS personnel are provided with training in driving (Emergency Vehicle Operations), NIMS-100, 200, 700, and 800, wildland firefighter Type 2, structural firefighter Type 1, healthcare provider cardiopulmonary resuscitation (CPR), Emergency Medical Responder (Emergency Medical Technician preferred), vehicle extrication, hazardous materials operations, SCBA fit test, and physical agility. Trainings are held weekly and on weekends as needed.

Emergency preparedness volunteers are trained in: CERT, radio, ICS 100, NIMS-100, 200, 700, and 800, and CPR/first aid. Monthly trainings are provided.

5.9 Public Education

The City recognizes the importance of emergency preparedness education and outreach to both permanent residents and transient populations (i.e., tourists), and it maintains an active community preparedness program.

The City's EOP (Rockaway Beach, 2023) has a section on media and public information, which outlines the process for disseminating information during an emergency. In the event of an emergency, the IC will designate a Public Information Officer (PIO). The PIO consults with the IMT before any information is released to the public. The two primary objectives of streamlining public information are to: (1) provide information to the affected population so they can respond accordingly, and (2) inform the news media on the event and actions taken to respond. Communication to the public and to the media will be done through any means necessary. To control propagation of false information, all questions and information requests are to be referred to the PIO to ensure consistent responses.

The City has an Emergency Preparedness webpage on its website which educates the public about numerous hazards to the community and how to be prepared. The Emergency Preparedness webpage can be accessed via the following link: <https://corb.us/emergency-management/>. The Emergency Preparedness webpage contains information about emergency notifications, tsunamis, earthquakes, evacuation sites, fire preparedness, heat safety, pandemics, power outages, storms and flooding, water conservation, and winter travel tips. It provides links to plans and resources, including the City Evacuation Plan and the EOP, a Family Emergency Preparedness Handbook, and tsunami evacuation maps. The tsunami content discusses what

tsunamis are, how to plan for a tsunami and protect your property, media and communication ideas, and what to do after a tsunami. The Fire Ready content includes links to more resources and videos from Lincoln County.

The City also conducts outreach in the community via distributing evacuation maps, pamphlets with emergency preparedness strategies, door signs for hotels, and posting tsunami hazard signs throughout the city.

5.10 Logistical and Financial Resources

The City considers funding and maintaining its EOP a priority. The City will continue to work to identify and secure funding and to maintain partnerships that support emergency preparedness and response.

In the event of an emergency, the City Council has authority to expend funds to respond to the emergency situation and City code (30.17 General Exemptions (F) Emergencies)) provides City Council (or possibly the Mayor) with the authority to promptly execute contracts to respond to emergencies.

In addition, the City can work with Tillamook County and the State of Oregon to secure financial resources. The Governor can request that the Federal Emergency Management Agency provides resources, planning, coordination, funding, and training. In the case of fire emergencies, the City's Fire Chief can notify the State Fire Marshall to mobilize and fund fire resources.

SECTION 6: Future Water Sources

This section provides an opportunity for water providers to identify risks, and strategies to address those risks, for any additional sources of water supply anticipated within the 20-year planning period of this SWPP. The City's WMCP (HBH, 2020) projected that the maximum daily demand for water will not exceed the City's source capacity until after 2039, which represents at least 15 years of this SWPP's 20-year planning period. The City's need for additional sources of water supply is currently uncertain for the remainder of the planning period. Planning for future water supply also includes climate change and drought preparedness. The City plans to develop updated demand projections and assess its existing water supply during development of its WMCP Update, which is due in August 2029, and potentially as part of other planning processes.

The City's WMCP (HBH, 2020) discussed potential additional future sources of water supply, such as developing one or more of its existing water rights currently held in reserve, or developing an interconnection with a system operated jointly by the Cities of Manzanita and Wheeler or with the City of Garibaldi. The water rights held in reserve are for McMillan Creek, Heitmiller Creek, and Spring Creek, each of which is located near the City's urban growth boundary and associated service area. These potential additional supply sources, and possibly other sources, are expected to be considered in the City's WMCP Update and/or other water supply analyses to be completed during the next 5 years.

Because the City's existing water sources are anticipated to provide sufficient water supply to meet demands during most of the 20-year planning period, and the current uncertainty about water supply needs and the viability of additional sources of water towards the end of the 20-year planning period, the City does not have immediate plans for expansion of its water system. Accordingly, it is too early to identify risks and strategies for a future additional water source in this SWPP.

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SECTION 7: References

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APPENDIX A

Cit of Rockaway Beach Source Water Assessment (2016)

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Updated Source Water Assessment

Rockaway Beach Water District

PWS #4100708

November, 2016

Prepared for:

Rockaway Beach Water District



Prepared by:



State of Oregon
Department of
Environmental
Quality



Oregon

Kate Brown, Governor

Department of Environmental Quality
Agency Headquarters
700 NE Multnomah Street, Suite 600
Portland, OR 97232
(503) 229-5696
FAX (503) 229-6124
TTY 711

November 3, 2016

Luke Shepard, Public Works Director
Rockaway Beach Water District
PO BOX 5
Rockaway Beach, OR 97136

Re: **Updated Source Water Assessment for PWS # 4100708**

Dear Mr. Shepard,

On behalf of the Oregon Health Authority (OHA), the Oregon Department of Environmental Quality (DEQ) is pleased to provide your community with important information in this Updated Source Water Assessment. The updated assessment is intended to provide information and resources to assist you and your community to **implement local drinking water protection efforts**. Since the first source water assessments were completed in 2005, state agencies have significantly expanded analytical capabilities, including more detailed data for analyzing natural characteristics and potential pollutant sources. DEQ is currently completing the updated assessments for surface water systems and OHA is updating the groundwater system assessments. This updated assessment includes information on both the groundwater and surface water source areas.

As you know, assuring safe drinking water depends on public water suppliers implementing multiple successful practices. **First, protect the drinking water source.** Second, practice effective water treatment. Third, conduct regular monitoring for contaminants to assure safety. Fourth, protect the distribution system piping and finished water storage from recontamination. Finally, practice competent water system operation, maintenance, and construction. These practices are collectively called “multiple barrier public health protection”. **Source water protection is an important first step because starting with the best possible quality source water helps assure that water treatment can be effective at all times.**

Source water protection is accomplished by effective state public health programs, environmental protection, land use policies, pro-active land stewardship, and by implementation of local drinking water protection efforts. The susceptibility of the public drinking water system source depends on both the natural conditions as well as the anthropogenic activities in the watershed or groundwater source area.

This letter, with attached figures and technical information, constitutes your **Updated Source Water Assessment**. It supplements your original Source Water Assessment (link here: <http://www.deq.state.or.us/wq/dwp/swrpts.asp>). One of the most important assets a public water system can have is accurate source water area mapping and visual resources to share with the community citizens and officials. The figures include a new regional map view of your watershed, topographic basemap with the source area delineated, and maps with natural characteristics, anthropogenic land uses, potential sources of pollutants, and historic landslides for the surface water source area). Information on anthropogenic land uses in a drinking water source area is important for

evaluating potential pollutant sources and working with stakeholders upstream. Tables are provided that include a summary of the types of potential pollutant sources present in your drinking water source area.

There are also a variety of resources included in this document to assist you with drinking water source protection efforts. **Appendix #1** provides a summary of how to use the information provided in the assessment to move forward to develop and implement source water protection. **Appendix #3** lists websites and resources available to public water systems and community members seeking technical assistance for work on watershed protection. **Appendix #4** provides brief descriptions and contact information for grants and loans to fund both drinking water infrastructure and source protection projects. **Appendix #5** contains potential management strategies for high priority sources of pollutants identified in the groundwater source area.

This update can be used as a standalone document for drinking water source protection or in conjunction with Source Water Assessment reports previously completed by OHA and DEQ between 1998 and 2005. We have provided a copy of the original report for the surface water intake. Contact OHA at 541-726-2587 to receive your water system's original SWA Report for the groundwater portion of your system. We encourage you to use the previous reports which contain additional information characterizing well construction, the drinking water source areas, and susceptibility to potential contaminant sources.

State agency resources are available to help you with mapping and information needs. Larger sizes of the source area maps and more details of landslide potential and other natural characteristics are available for you upon request (contact Steve Aalbers at 503-229-6798). DEQ is currently developing "Resource Guides" with more extensive information to assist public water systems in protecting their source waters. Resource Guides will be developed for both Oregon surface water systems and groundwater systems by 2017.

For direct assistance and/or additional information regarding watershed protection, call Sheree Stewart at DEQ (503-229-5413). For more information on drinking water policies and procedures, call Casey Lyon at OHA (541-726-2587).

Sincerely,

A handwritten signature in black ink, appearing to read 'Sheree Stewart', with a stylized, flowing script.

Sheree Stewart, Drinking Water Protection Coordinator
Environmental Solutions Division

Cc: Casey Lyon, Technical Services Manager, Oregon Health Authority

**Figure 1. Rockaway Beach Water District (PWS 00708)
Drinking Water Source Areas
and Adjacent Source Areas**



Legend

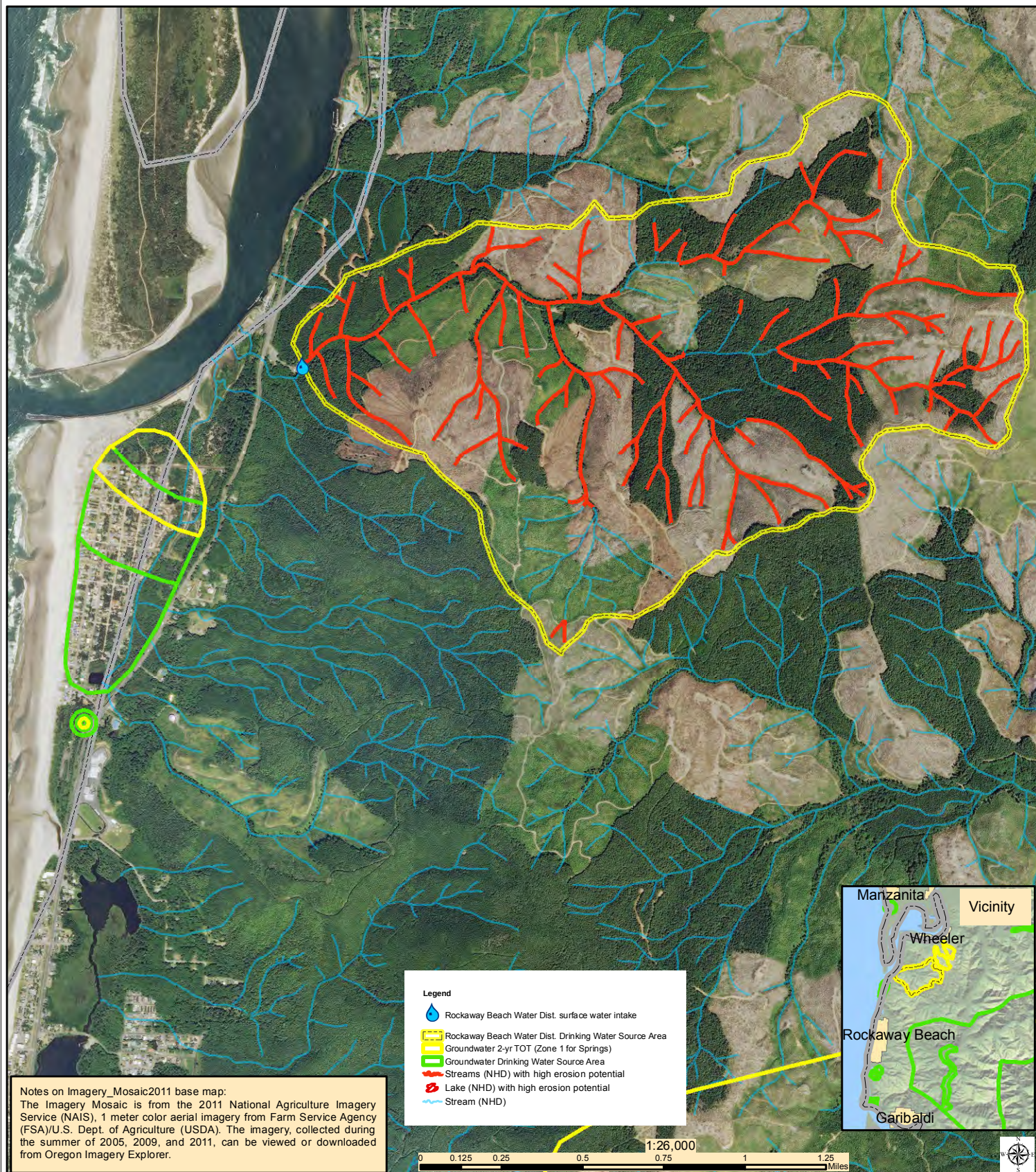
- Rockaway Beach Water Dist. surface water intake
- Rockaway Beach Water Dist. Drinking Water Source Area
- Surface Water Intake
- Surface Water DWSAs
- Groundwater Drinking Water Source Area
- Interstate
- U.S. Routes
- Oregon Routes
- City limits (ODOT, 2013)
- Urban Growth Boundary (2010)
- County Boundary

This data analysis was conducted for strategic planning purposes in drinking water protection. If other uses are considered for the data, please contact DEQ's Drinking Water Protection Program for details on how this query was performed. It is important to understand the limitations and qualifications of queries to ensure appropriate interpretation of this data. No warranty expressed or implied is made regarding the accuracy or utility. This disclaimer applies both to individual use of the data and aggregate use with other data.

Oregon Dept of Environmental Quality/Environmental Solutions Division/Water Quality Program
Drinking Water Protection Program/GIS
Projection: Oregon Lambert (Lambert Conformal Conic)
GCS_North_American_1983, Datum: D_North_American_1983
File: \\deqhq1\dwpl\SWA Reports & Plan\Update SWA SW
2016\PWSReports\4100708_Rockaway_Beach\USWA_Fig1_SWGW_RockawayBeachWaterDistrict_VicinityMap.mxd
Prepared by: sda(09SEP2016), updated by jkh (26SEP2016)

Note on Base Layer: The hillshade color effect shown here is the result of additional processing of digital elevation models (DEM - 30 meter grid) data from 1:24000 topographic maps. A "hillshade" was produced first and then color adjusted. The original DEM files were developed by the OR Dept. of Forestry. Additional processing of the hillshade data with Red, Green, Blue (RGB) color scheme resulted in the "orshade.sid" dataset displayed here. The data set is provided for use by the Oregon Geospatial Data Center.

**Figure 2. Rockaway Beach Water District (PWS 00708)
 Drinking Water Source Area Erosion Potential
 (See Appendix 2 for Key to map details and metadata)**



**Figure 3. Rockaway Water District (PWS 00708)
Drinking Water Source Area Landslide Hazards Map
(See Appendix 2 for Key to map details and metadata)**

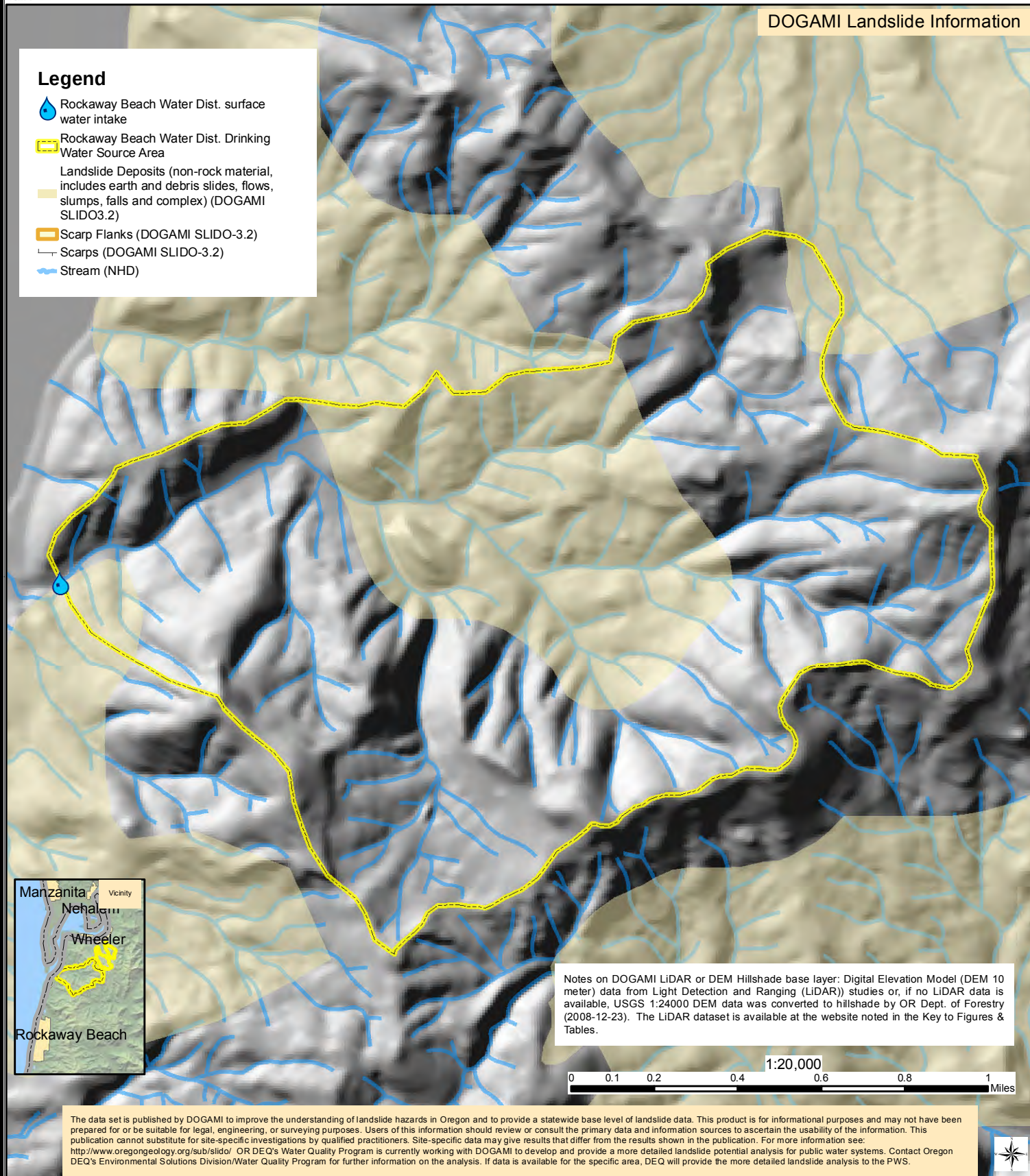


Figure 4. Rockaway Beach Water District (PWS 00708)

Drinking Water Source Areas - Potential Anthropogenic Sources,

Transportation Corridors and Land Ownership/Use

 (See Appendix 2 for Key to map details and metadata)

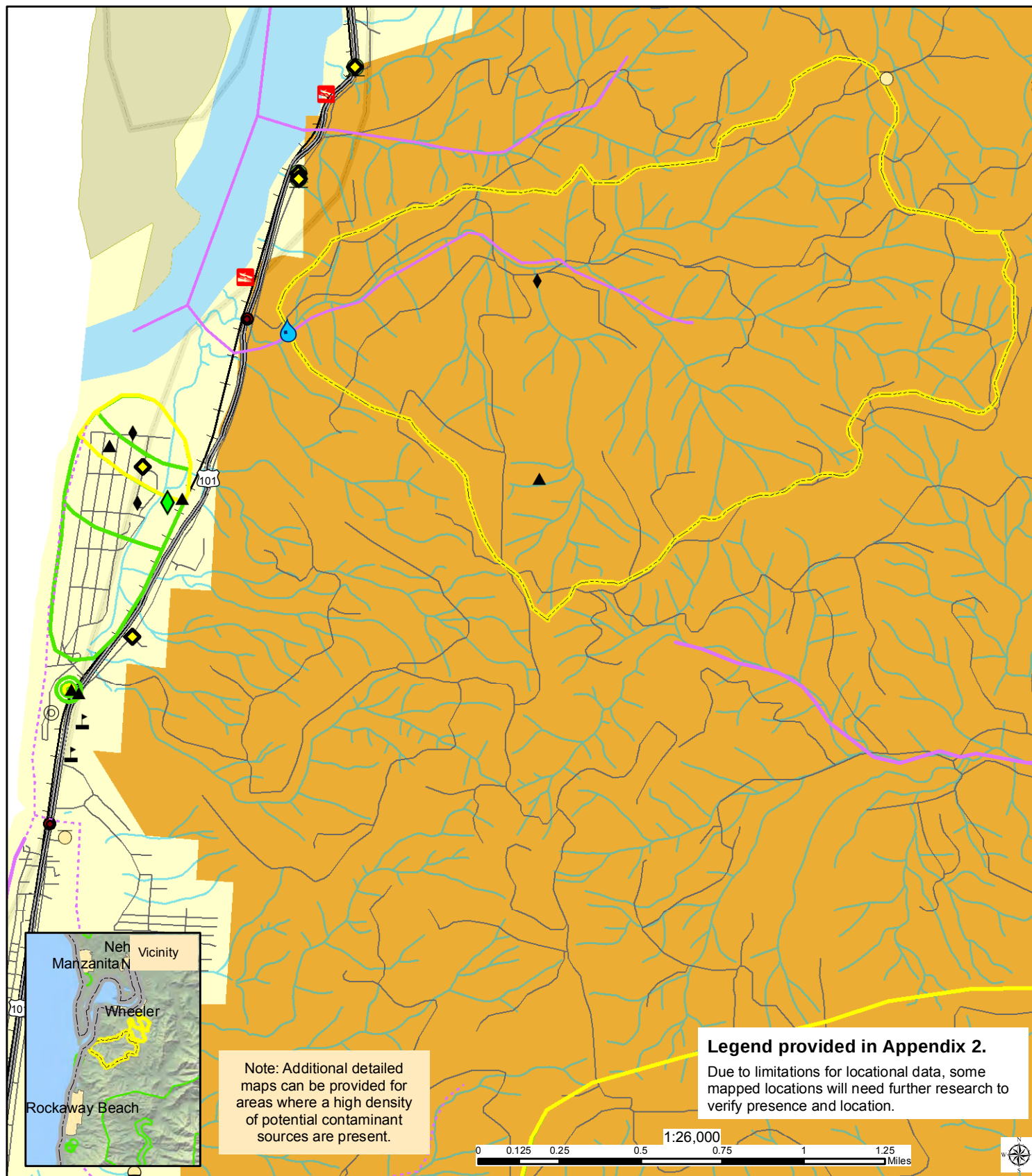




Table 1: Drinking Water Source Area Land Use and Susceptibility Analysis Summary

See Appendix 2 for Key to Tables and Notes

Public Water System Name	Rockaway Beach Water District
PWS ID	00708
Drinking Water Source Name	Jetty Creek
County Served	Tillamook
Subbasin	Nehalem
Drinking Water Source Area (DWSA) Size ⁽¹⁾	2.05 sq.mi./1310.5 acres
Stream Miles in Drinking Water Source Area	23.30
Population (includes wholesale buyers) ⁽²⁾	2,600
Number of Public Water Systems Served ⁽²⁾	1

Land Use / Ownership ⁽³⁾ (also shown on figures)	Owner Type	Area (acres)	% of DWSA	Notes
	Agricultural	0	0%	Priv Ind. Forest by two land owners.
	Private Industrial Forest	1,311	100%	
	Private (Rural/Non-industrial)	0	0%	
	Local Government	0	0%	
	State Forest	0	0%	
	Other State Lands	0	0%	
	Bureau of Land Management	0	0%	
	US Forest Service (USFS)	0	0%	
	Tribal	0	0%	
	Other (includes Water)	0	0%	

Potential Pollutants (see Table 2 for potential pollutants based on regulatory database search and Figures for approximate locations)			Notes
	Stream Miles in Erodible Soils ⁽⁴⁾	18.58	see note 4 in Appendix 2
	High Soil Erosion Potential Percent ⁽⁴⁾ (% stream mi w/ high erosion located w/in 300' of the stream)	80%	see note 4 in Appendix 2
	Shallow Landslide Potential	More details on shallow landslide susceptibility may be available. Contact DEQ Drinking Water Protection for additional information.	
	Landslide Deposits ⁽⁵⁾ (DOGAMI - SLIDO 3.2)	landslide areas mapped near intake and in mid-watershed - see map and note	Includes earth and debris slides, flows, slumps, falls and complex landslide types. Does not include rock material landslide deposits.

Water Quality Monitoring Data and Treatment Method	Treatment Process	Rapid sand & rapid mix	
	<u>Safe Drinking Water Information System Results</u> ⁽⁶⁾ Regulated volatile organic chemicals, synthetic organic chemicals and inorganic compounds 		



Table 2: Inventory of Potential Sources of Pollution
as identified in readily accessible state and federal databases and GIS layers
Updated Source Water Assessment
see Appendix 2 for Key to Tables for Notes and Descriptions of Acronyms

PWS Name: Rockaway Beach Water District
PWS Number: 00708

This information supplements the Original Source Water Assessment Inventory dated between 2000 and 2005 and should be used in conjunction with the original inventory to provide a more detailed analysis of potential sources of pollution. Note that due to limitations for locational data in state databases, some locations will need further research to verify presence and location.

Primary Land Ownership/Use(s)								Data Source
Jetty Creek Watershed is all private industrial forestry land use Groundwater sources dominated by residential land use with occasional municipal and commercial properties.								Land use map - Figure 4
Other potential sources of pollution identified based on aerial photographs, topographic maps or local knowledge.								
Name				Address/location	City	County	Data Source	
Sewer lines/septic systems through residential areas								
Regulatory Database Results - State and Federal								
Database Identifier (DB_ID)	Site Identifier (Staid)	Status	Common Name	Address	City	County	Retrieval Date (RET_DATE)	Data Source
Results for Jetty Creek Source								
DWP - PCS - Borrow Pit	10051	C18 Type; P - Mining Activities - Gravel Mines/Gravel Pits	Borrow Pit	East of Intake	Rockaway	Tillamook	2005	OR Dept. of Environmental Quality and OR Health Authority Source Water Assessment database (DEQ/OHA SWA 2000 - 2005)
DWP - PCS - Clearcuts	10050	A11 Type; A - Managed Forest Land - Clearcut Harvest (< 35 yrs.)	Clearcuts	Southeast of Intake	Rockaway	Tillamook	2005	OR Dept. of Environmental Quality and OR Health Authority Source Water Assessment database (DEQ/OHA SWA 2000 - 2005)
Water Quality Limited streams, Cat4A & Cat5, DEQ-2012 - Jetty Creek	1239334456590	Cat 4A: Water quality limited, TMDL approved - Fecal Coliform	Jetty Creek	Not applicable	Not applicable	Not applicable	10/31/2014	OR Dept. of Environmental Quality Water Quality Assessment 2012 - (DEQ/WQ - 10/31/2014)
Water Quality Limited streams, Cat3 - Jetty Creek	1239334456590	Cat 3: Insufficient data - Turbidity	Jetty Creek	Not applicable	Not applicable	Not applicable	10/31/2014	OR Dept. of Environmental Quality Water Quality Assessment - (DEQ/WQ - 10/31/2014)
Results for Groundwater Source Areas								
DWP - PCS - Aboveground Storage Tank	17209	M01 Type; P - Above Ground Storage Tanks - Excluding Water and Residential ASTs	Aboveground Storage Tank	White Dove Ave	Rockaway	Tillamook	2005	OR Dept. of Environmental Quality and OR Health Authority Source Water Assessment database (DEQ/OHA SWA 2000 - 2005)
DWP - PCS - High Density Housing	17208	R09 Type; A - Housing - High Density (> 1 House/0.5 acres) R16 Type; A - Septic Systems - High Density (> 1 system/acre)	High Density Housing	Throughout the DWPA	Rockaway	Tillamook	2005	OR Dept. of Environmental Quality and OR Health Authority Source Water Assessment database (DEQ/OHA SWA 2000 - 2005)

Database Identifier (DB_ID)	Site Identifier (Staid)	Status	Common Name	Address	City	County	Retrieval Date (RET DATE)	Data Source
DWP - PCS - Kittiwake	17211	M31 Type; P - Large Capacity Septic Systems (serves > 20 people) - Class V UICs	Kittiwake	Donald Street	Rockaway	Tillamook	2005	OR Dept. of Environmental Quality and OR Health Authority Source Water Assessment database (DEQ/OHA SWA 2000 - 2005)
DWP - PCS - Railroad	17210	M19 Type; A - Transportation - Railroads	Railroad	Runs through the DWPA	Rockaway	Tillamook	2005	OR Dept. of Environmental Quality and OR Health Authority Source Water Assessment database (DEQ/OHA SWA 2000 - 2005)
Highways - US-101	009	Highway/Interstate	OREGON COAST	Not applicable	Not applicable	Not Applicable	2008	Integrated Transportation Information System (ITIS) database, Oregon Department of Transportation (ODOT - 2008)
Railway - Port of Tillamook Bay Railroad	2029	Railway	Port of Tillamook Bay Railroad	Unknown	Not applicable	Tillamook	03/14/2016	US Geological Survey Railway GIS layer (via OR-IRIS) (USGS/RR - 2009)
Road - Bureau of Land Management	5606128	Unknown	Bureau of Land Management	Not Applicable	Unknown	Tillamook	2012	
Road - Oregon Department of Transportation	7667302	Unknown	Oregon Department of Transportation	Not Applicable	Unknown	Tillamook	2012	
Road - Rockaway Beach Public Works, City of	7096035	Unknown	Rockaway Beach Public Works, City of	Not Applicable	Unknown	Tillamook	2012	
Road - Tillamook County	7095918	Unknown	Tillamook County	Not Applicable	Unknown	Tillamook	2012	
SFM - HSIS - ROCKAWAY BEACH CITY OF	085185	OTHER GENERAL GOV SUPPORT with 1 different chemicals reported on site (liquids and solids only)	ROCKAWAY BEACH CITY OF	26757 WHITE DOVE AVE	ROCKAWAY BEACH	TILLAMOOK	09/29/2008	OR State Fire Marshall Hazardous Substance Information System database (SFM/HSIS - 2009)
SFM - HSIS - TATA COMMUNICATIONS	098608	WIRED TELECOMMUNICATIONS CARRIERS with 1 different chemicals reported on site (liquids and solids only)	TATA COMMUNICATIONS	25589 HWY 101	ROCKAWAY BEACH	TILLAMOOK	09/29/2008	OR State Fire Marshall Hazardous Substance Information System database (SFM/HSIS - 2009)
WQ SIS - NEDONNA WAVE PUD	117105	GEN12C - STORMWATER	NEDONNA WAVE PUD	KITTIWAKE DRIVE & RILEY STREET	ROCKAWAY BEACH	TILLAMOOK	01/25/2016	OR Dept. of Environmental Quality Water Quality SIS database (DEQ/WQ SIS - 2016)

Appendix #1

Developing Strategies For Drinking Water Protection

Many¹ public water systems in Oregon will receive an Updated Source Water Assessment (USWA) developed by the Oregon Department of Environmental Quality (DEQ) and the Oregon Health Authority (OHA) drinking water protection team by 2017. USWAs provide the water systems and communities more detailed information on the watershed or recharge area that supplies their well, spring or intake (the “drinking water source area”). Public water systems and local communities can use the information in the assessments to voluntarily develop and implement drinking water protection strategies.

Requirements for water quality monitoring of public water systems in Oregon provide some degree of assurance of safe drinking water; however, all systems are vulnerable to potential contamination. **One of the best ways to ensure safe drinking water and minimize future treatment costs is to develop local strategies designed to protect against potential contamination.** Not only will this add a margin of safety; it will also raise local community awareness of drinking water contamination risks and provide information about how communities and local landowners can help protect their drinking water sources.

Using Place-Based Planning to Develop Protection Strategies

The drinking water source area for most communities lies partially, if not entirely, outside of their jurisdiction and may include several different governing agencies as well as a diverse mix of landowners, businesses and residents. When developing protection strategies, DEQ and OHA highly recommend that the water system and community involve potentially affected stakeholders early in the process to foster stakeholder awareness and trust in the resulting strategies.

Oregon adopted an “Integrated Water Resources Strategy (IWRS)” in 2012 that provides recommendations for how to do a place-based and integrated approach to water resources planning. This approach helps communities achieve the level of coordination and collaboration to successfully address local water quality and water quantity challenges, such as developing and implementing strategies to protect their drinking water sources. The IWRS Place-Based Planning guidelines describe elements to consider for building a collaborative process, characterizing water-related issues, quantifying existing and future water needs, developing a suite of solutions, and adopting and implementing the plan. More information about the process can be found in this Water Resources Department document:

http://www.oregon.gov/owrd/LAW/docs/IWRS/2015_February_Draft_Place_Based_Guidelines.pdf

Strategies to Achieve Risk Reduction

The primary goal of the drinking water protection strategies should be to reduce or minimize the risks of pollution in the source water. It is highly improbable that one can

¹ All water systems using surface water will receive a USWA. Because of the number of water systems using groundwater in Oregon, the Oregon Health Authority has prioritized completing assessments for new Community and Non-Transient Non-Community water systems and systems that have added a new water source since their original source water assessment was completed.



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<http://www.healthoregon.org/dwp>

Alternative formats
Alternative formats (Braille, large type) of this document can be made available. Contact DEQ's Office of Communications & Outreach, Portland, at (503) 229-5696, or toll-free in Oregon at 1-800-452-4011, ext. 5696.

Last Updated 4/2016
By: Sheree Stewart

eliminate risks in any area, but by applying one or more protection strategies, a community will be able to reduce the likelihood of pollutants affecting the water supply in the future. Potential strategies include both general management practices such as conservation or efficiency measures that will apply to the entire drinking water protection area and management practices that can be applied most appropriately by land-use category (commercial/industrial, agricultural/rural, forestry, residential/municipal, and miscellaneous). The following list provides some of the most common management options as an example to public water suppliers and communities:

Example Strategies for Drinking Water Protection
Non-Regulatory Options
Notify and Educate the Public: Contact property owners within the protection area so they are aware of the need for protection measures. Let them know this is voluntary. Focus educational efforts on basic information about the source water and the relationship between surface activities and the water quality; familiarity with the location of the protected area; basic information on sources of contamination; and effective strategies for safe management of all potential contaminants. Public education/notification can be accomplished using local news media outlets, letters to residents, letters to land owners/operators, and bill stuffers/customer mailings. Information signs could be placed adjacent to roadways entering the protection area. Include on the sign the name of the water system/jurisdiction and a phone number where callers can obtain more information or report releases.
Use Technical Assistance Resources: Work with local or state providers of technical assistance (e.g., DEQ's regional offices, Soil and Water Conservation Districts, OSU Extension) to encourage the use of best management practices for pollution prevention and waste reduction. Apply for grants or funding to provide financial incentives such as pollution prevention tax credits, low-interest loans or direct subsidies/cost sharing. Provide recognition for environmental friendly businesses and operations (e.g., green awards, plaques/door signs).
Sponsor Hazardous Waste/Unused Chemical Collection: Establishing a permanent location or holding one-day events to collect hazardous wastes from community residents (including households and small businesses) is an effective way to reduce risks posed by storing hazardous wastes or other chemicals within the protection area. Hold an amnesty (free-disposal) event for unused business or agricultural chemicals stored in the protection area. Set up a local materials exchange program (or publicize existing programs).
Develop Spill Response Plans: Encourage and assist your local fire department and transportation department with spill response planning. Jurisdictions within protection areas could develop specific spill response procedures to allow quicker response and notifications should a hazardous material spill or release occur. These can be integrated into your county's Emergency Management Plan. Contact the Oregon Department of Transportation (ODOT) for state highways.
Acquire Land or Rights to Development: Community ownership of as much as possible of the critical land areas within the protection area and managed for water quality protection provides some of the best assurance of long-term protection of the public water supply. Protection could be provided by ownership accomplished through methods such as capital or bond fund programs, or through easements and deed restrictions. Private non-profit land conservation organizations or local land trusts in your area can assist you in acquiring land within your protection area by conveyance to a trust, seeking donations, or direct land purchases for conservation.
Local Regulatory Options
Existing Regulations and Permits: Take advantage of opportunities to provide public comment and input when existing regulatory programs are reviewing permits or programs which affect the siting, design, construction, operation or closure of facilities within your protection area. Ensure you are included on regulatory agency contact lists so that you receive announcements for public involvement opportunities. Consider participating in advisory group meetings for specific topics of interest. Ensure that the regulatory programs are aware of your protection area and request that compliance inspections or technical assistance is prioritized in critical areas.
Land Use Controls (Zoning/Health Ordinances): There are many different types of zoning tools. Your community can identify the protection area with an overlay map and enact specific requirements for land uses and development within these boundaries in order to protect public health. Ordinances applying to sites that pose a risk to water quality within the overlay area may include prohibition of various land uses (such as landfills or underground fuel storage tanks); subdivision controls (such as limiting density or requiring larger lot sizes); special permitting or siting requirements (i.e. placing limitations on the use of toxic and hazardous materials, pesticides, salts); and performance standards (i.e. requiring secondary containment for petroleum or chemical storage over a certain volume).

How do communities use the Updated Source Water Assessments?

The Updated Source Water Assessment (USWA) provides the information for developing local protection strategies. The USWAs include details characterizing the source area and potential source water risks. It also provides key information that will allow the community to focus limited resources on higher-risk areas within the watershed or recharge zones for wells. The USWA information should be supplemented with local knowledge of the water system and community. The water system and community can refine the delineation of sensitive areas and identification of potential contamination sources through further research, local input and coordination with state agencies.

The USWA source area characterization should be reviewed to clarify the presence, location, operational practices, and actual risks of the identified facilities and land-use activities. Additional potential contaminant sources or sensitive areas may also be added based on local knowledge or additional research. Potential sources with low or no risk (such as landowners who have already incorporated best management practices into their operations to protect your source of drinking water) can be screened out or selected for low priority outreach or technical assistance. Local and state resources can then be directed to the highest priority potential problems in the drinking water source area.

Another way to use the information in the USWA is in developing the water system's contingency plan. Contingency planning focuses on potential threats to the drinking water supply (such as mechanical problems, chemical detections in the source water, chemical spills in the source area, or natural disasters) and the development of procedures to be followed should these events occur. Guidance for preparing a contingency plan and examples are available from OHA. Many contingency plan elements may have already been completed by public water systems as part of their required Emergency Response Plan. Additional elements can be added as drinking water source protection strategies are developed.

Public water systems may also find it necessary, as a result of either existing or projected increased demand, to explore the development of additional sources for drinking water. Drinking water source protection provides a mechanism that can be used to help select the best site and identify areas that should be protected now so they will provide quality drinking water in the future. Additionally, development of a new groundwater source in the vicinity of existing sources may modify the movement of groundwater in the subsurface, perhaps changing the shape and orientation of existing drinking water source areas. Evaluation of the significance of those changes should be addressed in the protection planning process to ensure that the management strategy in place will continue to protect the community's drinking water supply.

Need assistance?

Drinking water source protection is already at work in Oregon. A number of Oregon communities are currently developing and implementing strategies to protect their drinking water source areas. Successful drinking water protection plans developed in Oregon are available to communities as templates or examples. Staff members at OHA and DEQ are available to provide assistance, and extensive written materials are available to local community groups or consultants to assist in developing drinking water protection plans or strategies.

Detailed information about developing drinking water source protection strategies can be found on DEQ's Drinking Water Protection Program website. The website also includes Updated Source Water Assessment methods and results, sample Drinking Water Protection Plans, information for schools, and links to many other useful sites:

<http://www.deq.state.or.us/wq/dwp/dwp.htm>

The OHA – Drinking Water Program website includes system characteristics, monitoring data, contacts for all public water systems in Oregon, drinking water standards, fact sheets on contaminants, information on the Safe Drinking Water Revolving Loan Fund, Consumer Confidence Reports, and more: <http://www.healthoregon.org/dwp>

Water systems or community members interested in the potential of developing drinking water protection strategies should contact the respective DEQ and OHA coordinators. Those systems using surface water sources should initially contact Sheree Stewart, Drinking Water Protection Program Coordinator, DEQ, Portland, (503) 229-5413. Groundwater-based water systems should initially contact Tom Pattee, Groundwater Coordinator, OHA, Springfield, (541) 726-2587 x24. As the state moves further into the protection phase of the Oregon program, DEQ and OHA will be able to direct individual requests for assistance to specific staff trained and experienced in that area, both within the state agencies and in other partner organizations.

Key to Figures and Tables including Notes and Symbols Updated Source Water Assessments

General Legend:

-  Public water system surface water
-  Public water system drinking water source
-  Nearby public water system surface water
-  Nearby public surface water system drinking water source area
-  Stream (NHD)
-  Interstate
-  U.S. Routes
-  Oregon Routes
-  City limits (ODOT, 2013)
-  Urban Growth Boundary
-  County Boundary

Erosion Potential:

-  Streams (NHD) with high erosion potential
-  Lake (NHD) with high erosion potential

Landslide Information

-  Landslide Deposits (non-rock material, includes earth and debris slides, flows, slumps, falls and complex) (DOGAMI SLIDO3.2)
-  Scarp Flanks (DOGAMI SLIDO-3.2)
-  Scarps (DOGAMI SLIDO-3.2)

Land Ownership/Use:

-  Private Non-Industrial/Urban (includes residential, municipal, commercial, industrial, and rural residential land uses)
-  Agriculture (Ag Zoning (BLM) and NASS 2013)
-  Private Industrial Forests (ODF data); Lands Managed by Private Industry (BLM)
-  Local Government
-  State Dept. of Forestry
-  State - Other
-  Bureau of Land Management
-  U.S. Forest Service
-  Federal - Other
-  Bonneville Power
-  Bureau of Indian Affairs
-  Undetermined
-  Water

Potential Sources of Pollutants identified in State and Federal Regulatory Databases:

-  Boating access sites (OSMB as of 1/2016)
-  Confined Animal Feeding Operations (ODA as of 1/2016)
-  Dry Cleaner, Active (DEQ as of 1/2016)
-  Dry Cleaner, Dry Store (DEQ as of 2015)
-  Dry Cleaner, Closed (DEQ as of 2015)
-  Dry Cleaner, Inactive (DEQ as of 2015)
-  Dry Cleaner, Solvent Supplier (DEQ as of 2015)
-  Environmental cleanup site with known contamination (DEQ as of 01/2016)
-  Environmental cleanup site No Further Action required or otherwise lower risk (DEQ as of 01/2016)
-  Hazardous Material Large Quantity Generator (DEQ - HW as of 1/02/2016)
-  Hazardous Material Small Quantity or Conditionally Exempt Generator (DEQ - HW as of 1/02/2016)
-  Hazardous Material Transport, Storage, and Disposal sites (DEQ - HW as of 1/2016)
-  Hazardous Substance Information System (OSFM as of 2009)
-  Hazardous Substance Information System - AST (OSFM as of 2009)
-  Leaking underground storage tank - Confirmed (DEQ as of 9/2012) (Location will likely need verification.)
-  Leaking underground storage tank with No Further Action required or otherwise lower risk (DEQ as of 9/2015) (Location will likely need verification.)
-  Mining permits (DOGAMI as of 1/16/2014)
-  Oil and Gas wells (permitted only) (DOGAMI as of 7/2016)
-  Original Source Water Assessment Potential Contaminant Source - Area-wide source (DEQ as of 2005)
-  Original Source Water Assessment Potential Contaminant Source - Point source (DEQ as of 2005)
-  Other Source Water Assessment Potential Contaminant Source - SWA Update (OHA/DEQ as of 2016)
-  School Locations OR (DHS as of 2015)
-  Solid Waste sites (DEQ - SW as of 1/25/2016)
-  Underground Injection Control - Non-stormwater (UIC - DEQ as of 9/12/2016)
-  Underground Injection Control - Stormwater (UIC - DEQ as of 9/12/2016)
-  Underground Storage Tanks (DEQ as of 1/25/2016) (Location will likely need verification.)
-  Water Quality domestic wastewater treatment sites (DEQ - SIS as of 1/25/2016)
-  Water Quality permits (DEQ - SIS as of 1/25/2016)
-  Major route stream crossings and bridges (ODOT - 2013)
-  Water Quality effluent outfalls (DEQ - WQ as of 2009)
-  Water Quality Concern; lakes - Cat3 (DEQ - 2012)
-  Major route stream crossings & bridges (ODOT - 2013)
-  Water quality limited stream/lake, DEQ 303(d) list Cat 4A or 5, TMDL approved or needed (DEQ - 2012)
-  Water Quality Concern stream/lake, DEQ 303(d) Cat.3, Insufficient Data (DEQ - 2012)

Key to Figures and Tables including Notes and Symbols Updated Source Water Assessments

Notes

(1) DWSA - drinking water source area - delineated as the 5th-field watershed upstream of the intake. Note that Oregon's surface water source areas are delineated intake to intake. For watersheds with more than one intake, the DWSA is the watershed segment from the PWSs intake to the next intake upstream. All protection areas upstream of a specific water system's intake are included in the drinking water source area for that water system and PWSs are encouraged to work with other water providers and other entities within the Subbasin as they evaluate potential sources and move forward with developing protection strategies.

(2) There are independent public water systems that purchase water from the water systems listed and distribute it within their service areas. The total population served listed includes these "wholesale" customers and the total number of PWSs using the source water is also provided.

(3) Land Ownership/Use

The dataset is a combination of multiple datasets and was developed by DEQ in 02/2015. The primary dataset is from Bureau of Land Management BLM (OWNERSHIP_POLY.shp dated 06/20/2013) obtained from BLM at: <http://www.blm.gov/or/gis/data-details.php?id=425>. Publication date: 20130718. The dataset has been modified by grouping land owner categories in order to simplify data display on the map and using geospatial techniques to add additional data to capture the following land uses:

- agricultural land using a combination of the National Agricultural Statistics Service (NASS) data from Natural Resource Conservation Service (2007 "cdl_awifs_r_or_2007.tif") and agricultural land zoning from OR Dept. of Land Conservation and Development (note that public water systems may obtain more detailed information on potential crop types using the US Department of Agriculture National Agricultural Statistics Service "CropScape-cropland data layer." Available at <https://nassgeodata.gmu.edu/CropScape/>),
- private industrial forests using Oregon Dept. of Forestry's (ODF) "Private_Industrial_2006_ORLambert.shp" last updated in 2013,
- local government land combined from BLM ownership, tax lot ownership information from local county tax lot data and "OR Map" on-line application: <http://www.ormap.net/>, and
- all other categories (BLM, USFS, State, etc) from BLM 06202013 data. Note that Private Non-Industrial/Urban includes residential, municipal, commercial, industrial, and rural residential land uses.

Because of the nature of combining multiple datasets, minor discrepancies will be seen in some maps especially at larger scales. Public water systems and communities could use tax lot data available from the counties or other datasets to further refine the analysis if higher accuracy is needed.

(4) High Soil Erosion Potential

This layer was developed in accordance with the methods detailed in Oregon's Source Water Assessment program to assist public water systems prioritize drinking water protection strategies within their source area and was updated in 2016 using with Natural Resource Conservation Service (NRCS) 1:24,000 Soil Survey Geographic Database (SSURGO) and State Soil Geographic Database (STATSGO) data downloaded 25OCT2016. High Soil Erosion Potential for non-Forest Service lands with steeper slopes is determined by combining the effects of slope and the soil erodibility factor ("K-factor") using SSURGO and STATSGO data. The K-factor quantifies the susceptibility of soil particles to detachment and movement by water including the effects of rainfall, runoff, and infiltration. Soils with "high" soil erodibility ratings are considered sensitive to extensive ground disturbance such as some yarding methods and road building activities. Soils classified as "high" include soil with slopes of 30% (or greater) and K-factors (kfactor - rock free) of 0.25 (or greater). Soil Resource Inventory (SRI) information from the US Forest Service was used to determine erosion potential on National Forest lands. Erosion potential for soils represented in the SRI data is based on available representative data attributes such as sedimentation yield potential, sediment, or surface soil erosion potential. Specific information on the factors used for each National Forest to evaluate sensitivity is available from DEQ upon request. For future assessment on flatter terrains or in areas where K-factor is not available, a comparable approach will be developed and vetted with input from Natural Resource Conservation Service and others.

Key to Figures and Tables including Notes and Symbols Updated Source Water Assessments

(5) Landslide Information

OR Department of Geology and Mineral Industries (DOGAMI) Statewide Landslide Information Database of Oregon Release 3.2 (SLIDO-3.2). Includes earth and debris slides, flows, slumps, falls and complex landslide types. Does not include rock material landslide deposits. The landslide data set is published to improve the understanding of landslide hazards in Oregon and to provide a statewide base level of landslide data. This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information. This publication cannot substitute for site-specific investigations by qualified practitioners. Site-specific data may give results that differ from the results shown in the publication. For more information see: <http://www.oregongeology.org/sub/slido/>

OR DEQ's Water Quality Program is currently working with DOGAMI to develop and provide a more detailed landslide potential analysis for public water systems. Contact Oregon DEQ's Environmental Solutions Division/Water Quality Program for further information on the analysis. If data is available for the specific area, DEQ will provide the more detailed landslide analysis to the public water system.

(6) Safe Drinking Water Information System (SDWIS) data is obtained from Oregon Health Authority's Data Online available at <https://yourwater.oregon.gov/>.

- "Significant detections" indicate water quality tests with analytical results greater than the detection limit (for volatile and synthetic organic compounds (VOCs and SOC)) or one-half of the maximum allowable contaminant level (for inorganic compounds (IOC), arsenic and nitrate). Significant detections are not water quality violations but may require follow-up actions by the OHA Drinking Water Program. Significant detections are available as "alerts" in OHAs Data Online.
- Maximum Contaminant Level (MCL) Violations indicate samples that exceed the MCL and may be based on an average of samples or violation of a treatment technique (i.e. lead and copper rule). Maximum Contaminant levels and action levels for chemicals are available OAR 333-061-0030. Does not include violations for late/non-reporting or treatment/distribution system deficiencies.
- A full list of tested and regulated volatile organic chemicals, synthetic organic chemicals and inorganic compounds and disinfection byproducts is provided in OAR 333-061-0030 and OAR 333-061-0036. Only regulated chemicals are reported in SDWIS. It is important to note that public water system compliance data is collected after drinking water treatment, typically at the entry point to the distribution system.

(7) DEQ/OHA source water monitoring project samples were collected between 2008 and 2012 and analyzed for several hundred compounds, including Oregon-specific herbicides, insecticides, pharmaceuticals, volatile organic compounds (including cleaners), fire retardants, polycyclic aromatic hydrocarbons (organic compounds produced as byproducts of fuel burning) and plasticizers. Only the contaminants that were detected are listed. The concentrations of compounds listed were detected at very low levels well below existing standards and guidelines and are well within acceptable limits. The primary objective of this ongoing monitoring program is to identify priorities for drinking water protection through water quality data. Water quality samples are taken from raw source waters, not treated drinking water. A comprehensive list of analytical methods, compounds, and detection limits is available in each Analytical Report (search DEQ database or by request) and information is summarized at <http://www.deq.state.or.us/wq/dwp/monitoring.htm>.

Key to Figures and Tables including Notes and Symbols Updated Source Water Assessments

Inventory of Potential Sources of Pollution (Table 2 and Figures)

This information is intended to supplement the original Source Water Assessment completed for the water system between 2000 and 2005 by DEQ and Oregon Health Authority. This update should be used in conjunction with the original inventory. DEQ can provide more information on potential impact, risk and status as the public water system moves into developing protection strategies.

The inventory of potential sources of pollution is based on the readily-available state and federal regulatory databases listed below and general categories of land use/ownership. The primary intent is to identify and locate significant potential sources of contaminants of concern. Areas with agricultural, septic systems, or managed forests are generally not identified in the regulated databases but are presented in the figures as a factor of land ownership/use.

It is important to remember that the sites and areas identified are only potential sources of contamination to the drinking water. Water quality impacts are not likely to occur when contaminants are used and managed properly and land use activities occur in such a way as to minimize erosion and contaminant releases.

It is highly recommended that the community “enhance” or refine the delineation of the sensitive areas and the identification of the potential contamination sources through further research and local input. If there were no potential sources of contamination identified during the review of regulatory databases or community’s enhanced inventory, the water system and community should consider the potential for future development to impact the source water.

Table 2 Header	Description
Database Identifier (DB_ID)	Database Type and site name for identified potential pollutant
Site Identifier (Site ID)	Program specific identifier. This is the number or name used to look the site up in the programs regulatory database.
Status	Select information on the site that helps to evaluate potential risk to water quality
Common Name, Address, City	Common Name, Address and City as listed in the regulatory database. Note that some sites may have addresses associated with responsible party, not the physical location of the site.
County	County site is located in
Retrieval Date (Ret_Date)	Date the information was retrieved from the individual programs regulatory database
Data Source	Source for geographic information system (GIS) data

State and Federal Regulatory Database Information

CAFO		Oregon Department of Agriculture's Confined Animal Feeding Operation database of livestock owners. Includes permitted, non-permitted, and applications. Status indicates facility designation and animal type. Permits typically address conditions for animal waste management. More information at http://www.oregon.gov/ODA/programs/NaturalResources/Pages/CAFO.aspx
DOGAMI		Oregon Department of Geology and Mineral Industries list of mining sites. Status includes permit status and primary material extracted.

Key to Figures and Tables including Notes and Symbols Updated Source Water Assessments

DC  Active  Dry Store  Closed  Inactive  Solvent Supplier	DEQ Dry Cleaners list Status indicates Facility type and information on historic and current solvent use: Facility Type: <i>Dry Cleaner</i> - currently active <i>Dry Store</i>: current 'dry store': pickup and drop off point that does not have a dry cleaning machine on site. These sites may still pose a risk as the industry has consolidated over past decades, so many of these used to be dry cleaners and may have contamination. <i>Closed site</i>: There is no longer a dry cleaner or dry store on site, and the site has not opted to stay in the program as 'inactive'. Note that when a site changes ownership, the old Dry Cleaner ID (DCID) may be identified as Closed and a new dry cleaner record may be added for the new owner resulting in the potential for on address to have more than one status <i>Listed Inactive</i>: Site is no longer a dry cleaner or dry store but the property owner or former operator has opted to continue paying dry cleaner program fees in order to maintain their liability protection & cleanup coverage. <i>Solvent Supplier</i>: This may be a chemical supply businesses or individual dry cleaner that imports their own solvent from out-of-state SolventBefore1998: true if dry cleaning solvent was used at this site prior to spill prevention regulations that came in around 1998. If this field is true, there's a higher likelihood that there may be contamination on site. PercUseOngoing: true if perchloroethylene solvent is currently used at the site.
DWP-PCSs  area wide  point source	Potential sources of contamination (PCS) identified by the DEQ and Oregon Health Authority drinking water protection (DWP) program in the original source water assessments completed between 2000 and 2005. Status includes DEQ's potential contaminant source Code (i.e. M31 or R15), Source type (P= point source, A=Area wide source) and a description of the land use type. Note that sources classified as "Area-wide" were marked at a point on the map closest to the intake, well or spring. Additional detailed maps can be provided upon request for source areas where DWP PCSs are not shown on maps to improve map clarity.
DWP-PCS (update) 	Potential sources of contamination (PCS) identified by the OHA or DEQ in the Source Water Assessment updates completed in 2016 and 2017. May include information from interviews with public water system operators, field visits, aerial photograph or topographic map review.
ECSI 	DEQ Environmental Cleanup Site Information database. Includes the U.S. EPA National Priorities List (NPL) and the U.S. EPA Comprehensive Environmental Response, Compensation and Liability Information System (CERCLA) list. Includes sites where further assessment or action is needed. More information available at http://www.deq.state.or.us/lq/ECSI/ecsi.htm
ECSI-NFA 	DEQ Environmental Cleanup Site Information database site where no further action (NFA) is required. Public water system may consider verifying with DEQ that standards used during site investigation were protective of drinking water.
HW  LQG  SQG or CEG	DEQ Hazardous Waste generators that submit an annual report to DEQ. This list includes active facilities in HazWaste.NET (http://www.deq.state.or.us/lq/hw/hwrptonlineforms.htm). Status includes information on generator size including LQG (Large Quantity Generator), SQG (Small Quantity Generator), CEG (Conditionally Exempt Generator), and Unknown (may be used oil or universal waste activities or old generators that require further assessment).
HW/TSD 	DEQ Hazardous Waste Program registered sites that treat, store or dispose of hazardous waste. Includes both active and inactive sites in the process of closing or in post-closure care that are registered in HazWaste.NET (http://www.deq.state.or.us/lq/hw/hwrptonlineforms.htm).
LUST 	DEQ leaking underground storage tank (LUST) list - includes sites that have reported releases from petroleum-containing underground storage tanks, including residential heating oil tanks, regulated tanks at gas stations and other commercial facilities, and non-regulated tanks.
LUST-NFA 	DEQ leaking underground storage tank (LUST) list where no further action (NFA) is required or cleanup is completed. PWS may consider verifying with DEQ that standards used during site investigation were protective of drinking water.
Oil & Gas Wells 	Oil and Gas wells from OR Department of Geology and Mineral Industries. Only includes wells with a status of "permitted".
OSMB 	Oregon State Marine Board's Boating Access Sites.

Key to Figures and Tables including Notes and Symbols Updated Source Water Assessments

School		School as identified by Department of Human Services. Further evaluation may be needed to identify if school has onsite/septic system, pesticide use, chemistry lab, vehicle maintenance, or other potential contaminant sources.
SFM-HSIS AST		Aboveground storage tank(s) as identified in the State Fire Marshall Hazardous Material Information System (HMIS) site list. Aboveground tanks storing gas products were not included since gaseous compounds rarely pose a threat to surface water or groundwater. Additional information on material stored and tank size is available upon request.
SFM (HSIS)		State Fire Marshall Hazardous Material Information System (HMIS) site list. Status indicates number of different chemicals stored on site. A full list of chemicals with information on storage type and a range of amounts is available on request. Information on materials in a gas-form was not included in the chemical counts since gaseous compounds rarely pose a threat to surface water or groundwater.
Stream Crossing/Bridge		Oregon Department of Transportation structure in the "Bridge" layer for interstates, highways, or Oregon Routes. Does not include crossings over ODOT 2012 Roads layer. Includes some culverts. Name indicates water body (or other structure) crossed and the highway/route name.
SW		DEQ Active Solid Waste Disposal Permits list. Status includes permit type and activity (active, terminated, closure, pending). Solid waste disposal site permits are issued for the following facility types: landfill, solid waste treatment, transfer station/material recovery, composting, incineration, conversion technology, and energy recovery.
UIC – Stormwater		DEQ Underground Injection Control (UIC) list of facilities with registered underground injection control systems that manage Stormwater. Status includes type and number of UIC wells registered.
UIC – Non-Stormwater		DEQ Underground Injection Control (UIC) facilities with registered underground injection control systems that do not manage stormwater. Status includes type and number of UIC wells registered.
UST		DEQ registered underground storage tank (UST) list with details on number of tanks that are upgraded to current standards, decommissioned and with unknown status that require further assessment.
WQ SIS		DEQ Site Information System (SIS) which includes Water Pollution Control Facility (WPCF) permits where discharge to surface water is not allowed and National Pollutant Discharge Elimination System (NPDES) permits for "point source" discharges into surface water. Includes both individual permits (site specific) and general permits covering a category of similar discharges.
WQ SIS-WWTP		Subset of water quality Site Information System (SIS) for domestic wastewater treatment plants that discharge to surface water
WQ SIS Outfalls		Water quality effluent outfalls - location of permitted outfall to water body. May vary from facility address or permitted activity location.
WQL Streams/Lakes TMDL approved or needed Insufficient data		Streams and lakes identified by DEQ under Section 303(d) of the Clean Water Act as Water Quality Limited and either having (Category 4A) or needing (Category 5) a Total Maximum Daily Load pollutant load limit. Streams and lakes with insufficient data (Category 3) to make a determination are also shown. Based on Oregon's 2012 Integrated Report and 303(d) list. Contact DEQ basin coordinator for more information (http://www.deq.state.or.us/WQ/TMDLs/docs/basincoordinators.pdf)
Transportation Sources		
Interstate/Highway Interstate U.S. Roads Oregon Routes		Oregon Department of Transportation interstate, highway, road or route identified in the Integrated Transportation Information System database.
Roads		Oregon Department of Transportation 2012 Roads layer - note roads are usually mapped by section so there will be many duplications of road names.
Railways		Railways
Stream Crossing/Bridge		Oregon Department of Transportation structure in the "Bridge" layer for interstates, highways, or Oregon Routes. Does not include crossings over ODOT 2012 Roads layer. Includes some culverts. Name indicates water body (or other structure) crossed and the highway/route name.



Appendix #3

Technical Information and Factsheets for Water Quality

PLEASE NOTE: The Internet URL Addresses listed in this document were included as a convenience for the users of this document. All URL Addresses were functional at the time this publication was last updated (September 2016). For active links, this list is located at <http://www.oregon.gov/DEQ/WQ/pages/index.aspx>

General Water Quality Information	
Handbook for Developing Watershed Plans to Restore and Protect Our Waters (EPA)	https://www.epa.gov/polluted-runoff-nonpoint-source-pollution/handbook-developing-watershed-plans-restore-and-protect
Water Quality Model Code and Guidebook (DLCD)	http://www.oregon.gov/LCD/pages/waterqualitygb.aspx
DEQ Toxics Reduction Strategy	http://www.deq.state.or.us/toxics/docs/ToxicsStrategyNov28.pdf
Oregon's Groundwater Protection Program – who does what? (DEQ)	http://www.deq.state.or.us/wq/groundwater/agencies.htm
Groundwater Basics for Drinking Water Protection (DEQ)	http://www.deq.state.or.us/wq/pubs/factsheets/drinkingwater/GroundwaterBasics.pdf
Protecting Oregon's Groundwater from Contamination (OSU)	http://groundwater.orst.edu/groundwater/
Oregon Climate Change Research Institute	http://occri.net/
Climate Impacts in the Northwest (EPA)	http://www3.epa.gov/climatechange/impacts/northwest.html
Climate science, data, tools, and information (NOAA)	http://www.noaa.gov/climate.html
Harmful Algae Blooms (OHA) FAQs, guidelines for lake managers and outreach materials	https://public.health.oregon.gov/HealthyEnvironments/Recreation/HarmfulAlgaeBlooms/Pages/index.aspx
Harmful Algal Blooms (DEQ) - agency strategy, actions to control/eliminate & prevention	http://www.deq.state.or.us/wq/algae/algae.htm
Residential Areas, Parks and Golf Courses	
Domestic Well Safety Program (OHA) – Resources and contacts for domestic/private wells	http://public.health.oregon.gov/HealthyEnvironments/DrinkingWater/SourceWater/DomesticWellSafety/Pages/index.aspx
Well Water Program (OSU)- tech. assistance for domestic/private wells & septic systems	http://wellwater.oregonstate.edu/
Oregon's Domestic Well Testing Program for Real Estate Transactions	http://public.health.oregon.gov/HealthyEnvironments/DrinkingWater/SourceWater/DomesticWellSafety/Pages/Testing-Regulations.aspx
After You Buy: Wells, Septic Systems, and a Healthy Homesite (NRCS)	http://www.nrcs.usda.gov/Internet/FSE_DOCUMENTS/nrcs142p2_042403.pdf
Household Hazardous Waste Program website (DEQ)	http://www.deq.state.or.us/lq/sw/hhw/index.htm
Household Hazardous Waste - locally-sponsored collection programs	http://www.deq.state.or.us/lq/sw/hhw/collection.htm
Household Pharmaceutical Waste Disposal (OHA)	https://public.health.oregon.gov/HealthyEnvironments/DrinkingWater/SourceWater/Pages/takeback.aspx

Residential Areas, Parks and Golf Courses (cont.)	
Household Hazardous Wastes (EPA)	https://www.epa.gov/hw/household-hazardous-waste-hhw
Recycle Used Motor Oil Resources (EPA)	https://www.epa.gov/recycle/managing-reusing-and-recycling-used-oil
Frequently Asked Questions About Heating Oil Tanks (DEQ)	http://www.deq.state.or.us/lq/tanks/hot/homeowners.htm
Proper Care/Maintenance of Heating Oil and Other Unregulated Tank Systems	http://www.deq.state.or.us/lq/pubs/factsheets/tanks/hot/ProperCareMaintenance.pdf
Oregon resources for on-site septic systems (DEQ)	http://www.oregon.gov/deq/WQ/Pages/onsite/SepticSmartHome.aspx
Oregon's Onsite Wastewater Management Program (Septic Systems) (DEQ)	http://www.deq.state.or.us/wq/onsite/onsite.htm
Local Outreach Toolkit for Septic Systems (EPA)	https://www.epa.gov/septic/septic-systems-outreach-toolkit
A Homeowners Guide to Septic Systems (EPA)	http://www.nesc.wvu.edu/pdf/ww/septic/epa_septic_guide.pdf
Septic Tank Maintenance (DEQ)	http://www.deq.state.or.us/wq/pubs/factsheets/onsite/septictankmaint.pdf
Septic Systems OSU Extension website (OSU)	http://wellwater.oregonstate.edu/septic-systems-0
Groundwater protection and your septic system (National Small Flows Clearinghouse)	http://www.nesc.wvu.edu/pdf/ww/septic/septic_tank3.pdf
Combating Illegal Dumping (DEQ)	http://www.deq.state.or.us/lq/sw/disposal/illegaldumping.htm
Water Well Owner's Handbook & other related guidance documents (WRD)	http://www.oregon.gov/owrd/pages/pubs/index.aspx
Oregon Water Resources Department	http://egov.oregon.gov/OWRD/
Disposal of Chlorinated Water from Swimming Pools and Hot Tubs (DEQ)	http://www.deq.state.or.us/wq/pubs/factsheets/wastewater/bmpchlorwaterdisp.pdf
Source Water Protection Publications (EPA) for managing various including: Septic Systems Turfgrass and Garden Fertilizer Application Small-Scale Application of Pesticides Small Quantity Chemical Use Pet and Wildlife Waste Storm Water Runoff	http://www.deq.state.or.us/wq/dwp/assistance.htm
Integrated Plant Protection Center (OSU)	http://ipmnet.org/
National Pesticide Information Center	http://npic.orst.edu/
Integrated Pest Management and Pesticide Safety for Schools (OSU)	http://www.ipmnet.org/Tim/PSEP_home.htm
School Lab Cleanout Program (DEQ)	http://www.deq.state.or.us/lq/labcleanout.htm
Golf Course Integrated Pest Management (IPM) tool and BMP Generator	http://www.greengolfusa.com/tiki-index.php
EcoBiz Certified Landscapers and Auto Repair Shops	http://ecobiz.org/find-an-ecobiz/

Agriculture/Forestry Land Uses (cont.)	
Tips for Small Acreages in Oregon (NRCS) - Fact Sheets on wells, septic systems, animals, crops, weeds, streamside erosion protection. Includes specific factsheets for Eastern and Western Oregon.	http://www.nrcs.usda.gov/wps/portal/nrcs/detail/or/newsroom/?cid=nrcs142p2_046062
Source Water Protection Pubs (EPA) for managing various activities including: Agricultural Fertilizer Application Large-Scale and Small-Scale Application of Pesticides Livestock, Poultry and Horse Waste Above Ground and Underground Storage Tanks Small Quantity Chemical Use Turfgrass and Garden Fertilizer Application	http://www.deq.state.or.us/wq/dwp/assistance.htm
Oregon Small Farms (OSU Extension) Information on Crops, Grains, Livestock, Pastures, and Soils (see tabs at top of page for multiple resources)	http://smallfarms.oregonstate.edu/
Oregon Pesticide Stewardship Partnerships and Waste Pesticide Collection Events	http://www.oregon.gov/oda/programs/pesticides/water/pages/pesticidestewardship.aspx
Managing Waste Pesticide (DEQ)	http://www.deq.state.or.us/lq/hw/pesticide.htm
Oregon Department of Agriculture (ODA) – resources for reducing impacts	http://www.oregon.gov/oda/Pages/default.aspx
Soil and Water Conservation Districts (OACD) – technical assistance for rural landowners, family forests and growers	http://oacd.org/conservation-districts/directory
Natural Resources Conservation Service, Oregon (NRCS)	http://www.or.nrcs.usda.gov/
NRCS Financial Assistance Programs	http://www.nrcs.usda.gov/wps/portal/nrcs/main/or/programs/financial/
Oregon Department of Fish and Wildlife Hatchery Information (ODFW)	http://www.dfw.state.or.us/fish/hatchery/
Animal Care and Handling Facilities (from California stormwater program)	https://www.casqa.org/sites/default/files/BMPHandbooks/BMP_IndComm_Appendix_D.pdf
Managing Small-acreage Horse Farms (OSU)	https://catalog.extension.oregonstate.edu/ec1558/viewfile
Irrigation well use and maintenance	See resources for domestic wells under Information for Residential Areas
Oregon State University Forestry & Natural Resources Extension Program	http://extensionweb.forestry.oregonstate.edu/
Oregon Department of Forestry Stewardship Foresters	http://www.oregon.gov/ODF/Working/Pages/FindAForester.aspx
Oregon Department of Forestry Grants and Incentives	http://www.oregon.gov/ODF/AboutODF/Pages/GrantsIncentives.aspx
US Department of Agriculture Pacific Northwest Research Station	http://www.fs.fed.us/pnw/
US Department of Agriculture Forest Incentive Programs Available in Oregon	http://www.srs.fs.usda.gov/econ/data/forestincentives/or.htm
US Forest Service State & Private Forestry–Cooperative Forestry, Forest Health Protection, Sustainable Development & Urban/ Community Forestry	http://www.fs.fed.us/spf/
Water quality impacts information from US Forest Service - Part III: Chapter 10: Forest Management; Chapter 13: Pesticides and Part IV: Chapter 14-16 Animals	http://www.srs.fs.fed.us/pubs/gtr/gtr_srs039/

Agriculture/Forestry Land Uses (cont.)	
National Management Measures to Control Nonpoint Source Pollution from Forestry (EPA)	http://water.epa.gov/polwaste/nps/forestry/forestrymgmt_index.cfm
Managing Nonpoint Source Pollution from Forestry (EPA)	https://www.epa.gov/polluted-runoff-nonpoint-source-pollution/forestry-additional-resources
Oregon Forest Practices Act	https://www.oregon.gov/ODF/Working/Pages/FPA.aspx
Forest Practices Board Manual (Washington Dept. of Natural Resources)	http://www.dnr.wa.gov/about/boards-and-councils/forest-practices-board/rules-and-guidelines/forest-practices-board-manual
Sustainable Forest Management Programs/Certifications: American Tree Farm Systems (ATFS) Forest Stewardship Council (FSC) Sustainable Forestry Initiative (SFI) Dovetail Partners, Inc.	https://www.oregon.gov/ODF/Documents/AboutODF/ForestCertificationFactsheet.pdf https://www.treefarmssystem.org/ https://us.fsc.org/en-us/certification http://www.oregonsfi.org/ http://www.dovetailinc.org/
Commercial/Industrial/Municipal Land Uses	
Drinking Water Protection Strategies for Commercial & Industrial Land Uses (DEQ)	http://www.deq.state.or.us/wq/dwp/docs/DWPStrategiesCommercialIndustrial.pdf
Business and Industry tips for reducing water quality impacts (DEQ)	http://www.deq.state.or.us/wq/pubs/factsheets/drinkingwater/busindtips.pdf
Source Water Protection Publications (EPA) for managing various including: Above Ground and Underground Storage Tanks Aircraft and Airfield Deicing Operations Highway Deicing Operations Vehicle Washing Pet and Wildlife Waste Small Quantity Chemical Use Storm Water Runoff	http://www.deq.state.or.us/wq/dwp/assistance.htm
Free Assistance from DEQ's Toxics Use and Waste Reduction Assistance Program	http://www.deq.state.or.us/lq/pubs/docs/hw/TABrochure.pdf
10 Ways for Businesses to Prevent Pollution, Conserve Resources and Save Money (with pollution prevention resources for various industry sectors) (DEQ)	http://www.deq.state.or.us/programs/sustainability/10ways-businesses.htm
Managing Used Computers and Other Electronic Equipment (DEQ)	http://www.deq.state.or.us/lq/pubs/factsheets/ManagingUsedComputers.pdf
Computer and Electronic Equipment Recyclers (DEQ)	http://www.deq.state.or.us/lq/pubs/factsheets/OregonECyclesConsumers.pdf
Underground Injection Control (UIC) Program (DEQ)	http://www.deq.state.or.us/wq/uic/overview.htm
Industrial Stormwater Best Management Practices Manual (DEQ)	http://www.deq.state.or.us/wq/wqpermit/docs/IndBMP021413.pdf
Best Mgmt Practices for Industrial Activity Storm Water Discharges (DEQ)	http://www.deq.state.or.us/wq/stormwater/docs/nwr/indbmpps.pdf
Construction Stormwater Best Management Practices Manual (DEQ)	http://www.deq.state.or.us/wq/wqpermit/docs/general/npdes1200c/BMPManual.pdf

Commercial/Industrial/Municipal Land Uses (cont.)	
Illicit Discharge and Source Tracing Guidance Manual (Washington Stormwater Center)	http://www.wastormwatercenter.org/illicit-connection-illicit-discharge
Low Impact Development O&M guidance (Washington Stormwater Center)	http://www.wastormwatercenter.org/lid-om-guidance/
Water quality impacts information from USFS - Part V: Chapter 18-20 Mining and Oil/Gas	http://www.srs.fs.fed.us/pubs/gtr/gtr_srs039/
Dam Safety Publications and Resources FEMA website	https://www.fema.gov/dam-safety-publications-resources
Healthcare: Pollution Prevention & Best Management Practices (EPA)	http://www3.epa.gov/region9/waste/p2/hospart.html
Boating/Marinas/Recreation Areas	
Oregon Clean Boater Program (OSMB)	http://www.oregon.gov/OSMB/boater-info/Pages/Clean-Boater.aspx
Clean Boater Guide (OSMB)	http://www.oregon.gov/OSMB/boater-info/Documents/2015_osmb_clean_boater_guide_forweb.pdf
Best Management Practices for Oregon's Marinas (DEQ)	http://www.deq.state.or.us/wq/pubs/bmps/marinas.pdf
Clean Marina Program (OSMB)	http://www.oregon.gov/OSMB/boater-info/Pages/Clean-Marinas.aspx
Clean Marina Guidebook (OSMB)	http://www.oregon.gov/OSMB/forms-library/Documents/Environmental/entire_clean_marina_guidebook.pdf
Marine Sewage and Wastewater Disposal (DEQ)	http://www.oregon.gov/OSMB/Pages/Pumpout-and-Dump-Stations.aspx
Water quality impacts information from US Forest Service - Part II: Chapters 7-8: Recreation; Chapter 5: Dams and Chapter 9: Roads	http://www.srs.fs.fed.us/pubs/gtr/gtr_srs039/

FUNDS AND RESOURCES for Drinking Water Source Protection

This document provides brief descriptions and contact information for resources available to public water systems, including grants and loans to fund drinking water infrastructure and source protection projects. DEQ's list of "[Technical Information and Factsheets for Water Quality Protection](#)" provides other websites and resources available to public water systems and community members seeking to work on watershed protection.

Note: The Internet links listed in this document were included as a convenience for the users of this document. All URL Addresses were functional at the time this publication was last updated (October 2016).

Oregon Health Authority (OHA)

Drinking Water Services

Phone: 971-673-0405

Website: www.healthoregon.org/dwp

The Oregon Health Authority (OHA) is the primacy agency for the implementation of the federal Safe Drinking Water Act (SWDA) in Oregon. ORS 338.277 authorizes the OHA to administer the federal Safe Drinking Water Act in Oregon as the Primacy Agency in agreement with the federal government. ORS 448.131 further authorizes the adoption of standards necessary to protect public health through insuring safe drinking water within a water system. Standards in OAR 333-061 outlines requirements for systems to meet MCLs, submit to periodic inspections, and meet enforcement requirements as administered by OHA. As the primacy agency, OHA also approves drinking water treatment plans and sets construction standards, operator certification standards, and enforces rules to ensure safe drinking water. The OHA website has extensive information on drinking water treatment requirements: <http://healthoregon.org/dwp>

In order to assist systems in complying with standards, OHA also provides technical assistance and oversight of grants and loans from the Safe Drinking Water Act for public water system operation and improvements. *For those Safe Drinking Water Act loans and grant funds, the Oregon Health Authority partners with Oregon Infrastructure Finance Authority to provide the financial services (see below).*

Business Oregon - Infrastructure Finance Authority (IFA)

Infrastructure Finance Authority (IFA)

Municipal Infrastructure Funding

Phone: (503) 986-0123

Website: www.orinfrastructure.org

IFA is a division of Business Oregon that provides funding for municipally owned infrastructure projects. IFA manages federal infrastructure funds for agencies such as Oregon Health Authority and Housing and Urban Development. IFA is not a regulatory agency but collaborates and supports our state and federal partners with financing programs and technical assistance.



State of Oregon
Department of
Environmental
Quality

Environmental Solutions
Division
Drinking Water Protection
811 SW 6th Ave.
Portland, OR 97204
Phone: (503) 229-5413
(800) 452-4011
Fax: (503) 229-5408
Contact: Sheree Stewart
<http://www.deq.state.or.us/wq/dwp/dwp.htm>



Oregon Health Authority
Drinking Water Program
444 "A" Street
Springfield, OR 97477
Phone: (541) 726-2587
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Contact: Tom Pattee
<http://www.healthoregon.org/dwp>

Alternative formats
Alternative formats (Braille, large type) of this document can be made available. Contact DEQ's Office of Communications & Outreach, Portland, at (503) 229-5696, or toll-free in Oregon at 1-800-452-4011, ext. 5696.

Last Updated 10/2016
By: Sheree Stewart

The list of available funding programs for drinking water infrastructure and source protection is:

- **Safe Drinking Water Revolving Loan Fund (SDWRLF)**
- **Drinking Water Source Protection Fund (DWSP)**
- **Water/Wastewater Financing Program (WWFP)**
- **Special Public Works Fund (SPWF)**
- **Community Development Block Grant Program (CDBG)**
- **Port Revolving Loan Fund (PRLF)**

Safe Drinking Water Revolving Loan Fund (SDWRLF)

This loan program funds drinking water system improvements needed to maintain compliance with the Federal Safe Drinking Water Act. The Safe Drinking Water Fund is funded by annual grants from the U.S. Environmental Protection Agency (EPA) and matched with funds from the state Water/Wastewater Financing Program. The program is managed by the Oregon Health Authority (OHA), Drinking Water Services. The loans are managed by the Oregon Infrastructure Finance Authority (IFA).

The Safe Drinking Water Revolving Loan Fund (SDWRLF) is designed for water source, treatment, distribution, storage and related infrastructure projects. Funding is available for all sizes of water systems, although 15 percent of the funds are reserved for systems serving a population of fewer than 10,000. Eligible applicants can be owners of water systems that provide service to at least 25 year-round residents or systems that have 15 or more connections (or a nonprofit with 25 or more regular users). Owners can be a nonprofit, private party or municipality, but systems cannot be federally owned or operated.

To be eligible for funding, a project must solve an existing or potential health hazard or noncompliance issue under federal/state water quality standards. The following are the main types of eligible activities:

- Engineering, design, upgrade, construction or installation of system improvements and equipment for water intake, filtration, treatment, storage, transmission
- Acquisitions of property or easements
- Planning, surveys, legal/technical support and environmental review
- Investments to enhance the physical security of drinking water systems, as well as water sources

SDWRLF loan amount: The program provides up to \$6 million per project (more with additional approval) with the possibility of subsidized interest rate and principal forgiveness for a Disadvantaged Community. The standard loan term is 20 years or the useful life of project assets, whichever is less, and may be extended up to 30 years under SDWRLF for a Disadvantaged Community. Interest rates are 80 percent of state/local bond index rate.

To apply, the municipality should first submit a Letter of Interest to Oregon Health Authority where it will be rated and ranked. Call Oregon OHA Drinking Water Services at 971-673-0422 or go to the OHA website:

www.healthoregon.org/srf

Projects placed on the Project Priority List will be invited to apply through IFA for funding. Contact your IFA Regional Coordinator for assistance and more information. Call IFA at 503-986-0123 or <http://www.orinfrastructure.org/>

Drinking Water Source Protection Fund (DWSP)

From the Safe Drinking Water Act, loans and grants are also available for drinking water protection projects: low interest *loans up to a maximum of \$100,000 per project*, and *grant funds up to \$30,000 per water system*. Eligible systems include any public and privately-owned Community and Nonprofit Non-Community water systems with a completed Source Water Assessment are able to demonstrate a direct link between the proposed project and maintaining or improving drinking water quality. Eligible activities include those that lead to risk reduction within the delineated source water area or would contribute to a reduction in contaminant concentration within the drinking water source. Projects can take either a local or regional approach. Local projects are defined as activities that concentrate on a public water system's source area(s). Regional projects are defined as activities that involve multiple communities and/or water systems attempting to address a common source water issue or group of issues.

The categories for eligible projects for DW Source Protection funding include the following:

Refined Delineation OHA and DEQ have completed delineations for most drinking water source areas (DWSA) for the community and non-community public water systems. DWSAs include aquifer recharge areas for groundwater sources and watershed areas for surface sources. DW Source Protection funding can be used to complete, update, or refine DWSA delineations using new or additional site-specific information as part of a more comprehensive protection strategy.

Updated Assessment

Inventory – Projects that improve upon existing potential contaminant source inventories available from the DEQ database, Geographic Information System, and Assessment Reports prepared by OHA/DEQ. A project could involve expanding or updating the inventory of land uses or existing and potential point and non-point contaminant sources.

Evaluation – Projects establishing a water quality monitoring project to evaluate existing and potential threats to water quality. This could include evaluating and prioritizing potential threats (or protection activities) based upon new or more detailed information.

Source Protection Planning

Projects designed to identify appropriate protection measures, including development of a comprehensive DW Source Protection plan, educational projects, projects to identify and ensure implementation of Best Management Practices (BMPs), development of local DW Source Protection ordinances, development of restoration or conservation plans for the source area for future easement or land acquisition.

Implementation

Funds can be used to implement many types of protection strategies in drinking water source areas. This can include implementation of any *eligible activities that will reduce risks within the source water area or would contribute to a reduction of contaminant concentration within the drinking water source(s).*

Examples of the types of projects that can be funded include:

- Implementing drug-take-back projects in source areas
- Projects for reducing pesticide application rates and loadings in source area
- Implementing pesticide and household hazardous waste collection events
- Closure of high-risk abandoned or unused (private or irrigation) wells close to supply well
- Projects for reforestation or replanting in sensitive or riparian areas
- Installation of fencing to protect sensitive riparian source areas
- Installation of signs at boundaries of zones or protection areas
- Projects for assessing risks from onsite systems near supply wells, inspections, pump-outs, or decommissioning onsite systems.
- Secondary containment for high-risk ABOVE ground tanks
- Focused workshop events for household/business instruction for changing to alternative nonhazardous product usage (“green chemical” products)
- Seismic spill prevention or inspection project in proximate areas for high-risk sources
- Permanent abandonment (i.e. filling in) of inadequately constructed private wells within the source area
- Installation of fencing around the immediate intake or well area to provide protection
- Structures to divert contaminated stormwater runoff affecting the source area
- Set up ecosystem services (or similar) project in watershed to fund preservation areas
- Implementation of pollution prevention or waste reduction projects
- Restoration and/or conservation projects within the drinking water source area
- Implementation of water reuse and other conservation measures related to source protection
- Implementation of best management practice projects
- Implementation of conservation easements to protect sensitive source areas
- Implementation of a drinking water source protection ordinance
- Establishing management plans for easements or lands purchased within source areas
- Development of educational flyers/brochures for purposes of public education

- Purchase of lands within the drinking water source area (funded only via low interest loans)

Any *Public and Privately-owned Community and Nonprofit Non-Community water systems* with a completed *Source Water Assessment* are eligible for funds. A “community water system” is defined as a public water system that has 15 or more service connections used by year-round residents, or which regularly serves 25 or more year-round residents. This includes water systems that are owned privately, by non-profit or public entities such as a city, district, or port. A “nonprofit non-community water system” is a public water system that is not a community water system and that regularly serves at least 25 people (more than 6 months per year) and is legally recognized under Oregon law as a nonprofit entity.

For the source water protection funds, contact OHA regarding the letter of interest submittal schedule. Call Oregon OHA Drinking Water Services at 971-673-0422 or go to the OHA website: www.healthoregon.org/srf or contact IFA at 503-986-0123; www.orinfrastructure.org

Water/Wastewater Funding Program (WWFP)

This loan program funds the design and construction of public infrastructure needed to ensure compliance with the Safe Drinking Water Act or the Clean Water Act. The public entities that are eligible to apply for the program are cities, counties, county service districts, tribal councils, ports, and special districts as defined in ORS 198.010. Municipalities must either have a documented compliance issue or the potential of a compliance issue in the near future.

Allowable funded project activities may include:

- Construction costs, including Right of Way and Easements, for improvement or expansion of drinking water, wastewater or stormwater systems
- Design and construction engineering
- Planning/technical assistance for small communities

WWFP Loans

The maximum loan term is 25 years or the useful life of the infrastructure financed, whichever is less. The maximum loan amount is \$10 million per project (more with additional approval) through a combination of direct and/or bond funded loans. Loans are generally repaid with utility revenues or voter approved bond issues. A limited tax general obligation pledge also may be required. "Credit worthy" borrowers may be funded through the sale of state revenue bonds.

WWFP Grants

Grant awards up to \$750,000 may be awarded based on a financial review. An applicant is not eligible for grant funds if the applicant's annual median household income is equal or greater than 100 percent of the state average median household income for the same year.

Funding for Technical Assistance

The Infrastructure Finance Authority offers technical assistance financing for municipalities with populations of less than 15,000. The funds may be used to finance preliminary planning, engineering studies and economic investigations. Technical assistance projects must be in preparation for a construction project that is eligible and meets the established criteria.

Grants up to \$20,000 may be awarded per project.

Loans up to \$60,000 may be awarded per project.

To apply, call IFA at 503-986-0123, then contact your IFA Regional Coordinator for assistance and more information. <http://www.orinfrastructure.org/>

Special Public Works Fund (SPWF)

The Special Public Works Fund (SPWF) provides funds for publically owned facilities that support economic and community development in Oregon. Funds are available to public entities for planning, design, purchasing, improving and constructing publically owned facilities, replacing publically owned essential community facilities, emergency projects as a result of a disaster, and for planning. Public agencies that are eligible to apply for funding are cities,

counties, county service districts (ORS 451), tribal councils, ports, districts as defined in ORS 198.010, and airport districts (ORS 838).

SPWF Loans

Loans for development (construction) projects range from less than \$100,000 to \$10 million (more with additional approval). The Infrastructure Finance Authority offers very attractive interest rates that reflect tax-exempt market rates for highly qualified borrowers. Initial loan terms can be up to 25 years or the useful life of the project, whichever is less.

SPWF Grants

Grants are available for construction projects that create or retain traded-sector jobs. They are limited to \$500,000 or 85 percent of the project cost, whichever is less, and are based on up to \$5,000 per eligible job created or retained. Limited grants are available to plan industrial site development for publically owned sites and for feasibility studies.

To apply, call IFA at 503-986-0123, then contact your IFA Regional Coordinator for assistance and more information. <http://www.orinfrastructure.org/>

Community Development Block Grant (CDBG)

Grants and technical assistance are available to develop livable urban communities for persons of low and moderate incomes by expanding economic opportunities and providing housing and suitable living environments. Non-metropolitan cities and counties in rural Oregon can apply for and receive grants. *[Oregon tribes, urban cities (Albany, Ashland, Bend, Corvallis, Eugene, Gresham, Hillsboro, Medford, Portland, Salem and Springfield) and counties (Clackamas, Multnomah, Washington) receive funds directly from HUD.]* Funding amounts are based on the applicant's need, the availability of funds, and other restrictions defined in the program's guidelines. The maximum available grant for drinking water system projects is \$3,000,000.

All projects must meet one of three national objectives:

- The proposed activities must benefit low- and moderate-income individuals.
- The activities must aid in the prevention or elimination of slums or blight.
- There must be an urgent need that poses a serious and immediate threat to the health or welfare of the community.

To apply, call IFA at 503-986-0123, then contact your IFA Regional Coordinator for assistance and more information. <http://www.orinfrastructure.org/>

Port Revolving Loan Fund (PRLF)

The Port Revolving Loan Fund (PRLF) is a loan program to assist Oregon ports in the planning and construction of facilities and infrastructure. Ports must be incorporated under ORS Chapter 777 or 778. The Fund may be used for port development projects (facilities or infrastructure) or to assist port-related private business development projects. The variety of eligible projects is very broad and may include water-oriented facilities, industrial parks, airports and commercial or industrial developments. Eligible project costs can include engineering, acquisition, improvement, rehabilitation, construction, operation, and maintenance or pre-project planning. Projects must be located within port district boundaries. The maximum loan amount is \$3 million at any one time. The loan term can be as long as 25 years or the useful life of the project, whichever is less. Interest rates are set by the IFA at market rates, but not less than Treasury Notes of a similar term minus one percent.

Note: Flexible manufacturing space projects will not accrue interest until the building is at least 25 percent occupied or until three years after the date of the loan contract, whichever is earlier.

To apply, call IFA at 503-986-0123, then contact your IFA Regional Coordinator for assistance and more information. <http://www.orinfrastructure.org/>

Oregon Department of Environmental Quality (DEQ)

Clean Water State Revolving Fund (CWSRF)

Clean Water State Revolving Fund

503-229-6412

Website: www.deq.state.or.us/wq/loans/loans.htm

Low-cost loans for planning, design, and construction projects to attain and maintain water quality standards, and necessary to protect beneficial uses such as fish habitat, drinking water sources, irrigation, and recreation. Eligible borrowers are public entities, such as cities and counties, Indian tribal governments, sanitary districts, soil and water conservation districts, irrigation districts, various special districts and some intergovernmental entities. CWSRF offers:

- Low-cost loans and bond purchases
- Lower than market interest rates
- Fixed interest rates
- Terms up to 30 years
- Up to 100% of eligible costs covered
- No match required
- Repayment begins after project is constructed
- No pre-payment penalty
- Additional financial incentives, including principle forgiveness

Applications are accepted year round with scheduled review and ranking in the first week of January, May and September. Contact the Oregon Department of Environmental Quality (DEQ); for a list of CWSRF project officers, go to www.deq.state.or.us/wq/loans/loans.htm

Financial incentives make CWSRF loans worth exploring. Principle forgiveness is available for communities meeting affordability criteria, or for meeting green project criteria. Implement a non-planning nonpoint source project *and* a traditional point source wastewater treatment project through the same application to reduce your interest rate on the combined two projects to as low as 1%. This combined application is called a sponsorship option.

CWSRF Pollution Reduction Funding

The Clean Water State Revolving Fund loan program provides low-cost loans to public entities for the planning, design or construction of both point source and nonpoint source projects that *prevent or mitigate water pollution*. Wastewater facility improvements and stormwater management projects are funded with CWSRF.

CWSRF loans fund development of nonpoint source water quality improvement plans, such as an integrated water resources plan and a regional or municipality-wide stormwater management plan. Planning loans can also fund the establishment of watershed partnerships, local ordinances to implement a stormwater master/management plan, engineering and development standards for new and redevelopment, permanent riparian buffers, floodplains, wetlands and other natural features.

CWSRF offers a Local Community Loan, which allows the borrower to make loans to private entities like home owners and farmers. The Local Community Loans fund the repair and replacement of failing decentralized systems. This loan type can also fund nonpoint source agricultural best management practices such as building manure containment structures, manure digesters, and fences to protect riparian resources capture and convert methane, and purchase calibrated application equipment.

CWSRF loans fund a variety of nonpoint source watershed improvement implementation projects such as establishing or restoring permanent riparian buffers and floodplains, and daylighting streams from pipes. Loans can fund protecting and restoring streamside areas, wetlands and floodplains, and to acquire riparian land, wetlands, conservation easements, and land to protect drinking water sources.

More information on DEQ's Clean Water State Revolving Fund program can be found here:

<http://www.deq.state.or.us/wq/loans/loans.htm>. For specific information on the Sponsorship Option, Planning

Loans, Nonpoint Source Loans, or Local Community Loans, see <http://www.deq.state.or.us/wq/loans/apps.htm>. The application requirements for CWSRF loans may take some lead-time to develop and may require out-of-pocket expense to prepare. Prospective CWSRF applicants should discuss any questions about the required content of these items with a regional DEQ CWSRF Project Officer at the earliest opportunity (<http://www.deq.state.or.us/wq/loans/contacts.htm>)

Supplemental Environmental Projects (SEPs)

Supplemental Environmental Projects are administered by DEQ's Office of Compliance and Enforcement. When DEQ assesses civil penalties for environmental law violations, violators can offset up to 80% of their monetary penalty by agreeing to pay for a Supplemental Environmental Project that improves Oregon's environment. SEPs can be for pollution prevention or reduction, public health protection, environmental restoration and protection as long as it is a project that the respondent is not already required to do by law or where the project would be financially self-serving for the respondent. The work can be completed by a third-party like a local government, watershed council, non-profit or private entity. Coastal PWSs can develop a "SEP Application" with general information that OCE can distribute to respondents. Community organizations with proposed projects are also free to contact respondents on their own initiative. The enforcement case does not necessarily have to be in the same area (watershed/county, etc.) as the environmental project or even address the same media (i.e. air/water/land). Interested parties can sign up for DEQ's public notifications via email at <http://www.oregon.gov/deq/Pages/publicnotice.aspx> - when signing up, select types of information (select "enforcement actions") and which counties or subbasins are of interest.

Nonpoint Source Implementation 319 Grants

Nonpoint Source Grants support implementation and planning projects that address water quality problems in surface and groundwater resources resulting from nonpoint source pollution. Funds are appropriated by DEQ through the U.S. Environmental Protection Agency under Section 319 of the Clean Water Act and support a wide variety of management activities, including technical assistance, site assessment, public awareness and education, training, technology transfer, demonstration projects, and monitoring to assess the success of specific nonpoint source implementation projects. Eligible applicants include government agencies, tribal nations and nonprofit organizations. For more information including funding availability, eligible projects, and application requirements and timelines see <http://www.oregon.gov/deq/WQ/Pages/nps319.aspx>

Oregon Water Resources Department (WRD)

Water Resources Development Program
725 Summer Street NE, Suite A
Salem, OR 97301
Phone: 503-986-0900

The Water Resources Department is the state agency charged with administration of the laws governing surface and ground water resources. The Department's core functions are to protect existing water rights, facilitate voluntary streamflow restoration, increase the understanding of the demands on the state's water resources, provide accurate and accessible water resource data, and facilitate water supply solutions. WRD is charged with carrying out the water management policies and rules set by the Water Resources Commission and with overseeing the enforcement of Oregon's water laws. By law, all surface and ground water in Oregon belongs to the public.

WRD's mission is to serve the public by practicing and promoting responsible water management through two key goals:

- to directly address Oregon's water supply needs, and
- to restore and protect streamflows and watersheds in order to ensure the long-term sustainability of Oregon's ecosystems, economy, and quality of life.

WRD developed *Oregon's 2012 Integrated Water Resources Strategy* to help individuals and communities address instream and out-of-stream needs now and into the future, including water quantity, water quality and ecosystem needs. More information can be found at:

https://www.oregon.gov/owrd/Pages/law/integrated_water_supply_strategy.aspx

There is funding available to support planning, feasibility studies, and implementation of water projects:

Place-Based Integrated Water Resources Planning

Place-based planning is a voluntary, locally initiated and led effort in which a balanced representation of water interests within a basin or watershed work in partnership with the state to: characterize current water resources and issues (water quantity, water quality, ecosystem health); understand current and future instream and out-of-stream water needs and demands; identify and prioritize strategic solutions to address water needs; and, develop a place-based integrated water resources plan that informs the state-wide strategy.

Recent cycle of funding included \$750,000 in grants; requires 25% cost-share.

For more information, contact Harmony Burright at 503-986-0913.

Feasibility Study Grants

Once potential projects are identified, communities often find it difficult to secure funding to assess their viability. This program component addresses that need by providing grant funding to cover 50% of the cost of conducting feasibility studies for potential water conservation, storage and reuse projects. A feasibility study is an assessment of the practicality of a proposed project or plan and can be used to determine if and how a project should proceed to the implementation phase.

Recent cycle of funding included \$2.8 million in grants; 50% cost share required.

For more information, contact Jon Unger at 503-986-0869.

Water Project Grants & Loans (formerly Water Supply Development Grants & Loans)

This account provides grants and loans to evaluate, plan and implement instream and out-of-stream water development projects that have economic, environmental and social/cultural benefits. Eligible projects include, but are not limited to projects that: increase water use efficiency; develop new or expanded storage; allocate federally stored water; promote water reuse or conservation; and protect or restore stream flows. Recent cycle funding included \$14 million in grants or loans; 25% cost share required; applications accepted year round.

For more information, contact Jon Unger at 503-986-0869.

More details and updates for these grants can be found at:

http://www.oregon.gov/OWRD/pages/Water_Resources_Development_Program.aspx

Municipal Water Management and Conservation Planning

Municipal water management and conservation planning provides a process through which cities and other municipal water suppliers estimate long-range water supply needs and identify alternatives, including water conservation programs, to meet those needs. The Department requires many municipal water suppliers to prepare plans as conditions of their water use permits or permit extensions.

Water Rights

Oregon's water laws are based on the principle of prior appropriation. This means the first person to obtain a water right on a stream is the last to be shut off in times of low streamflows. In water-short times, the water right holder with the oldest date of priority can demand the water specified in their water right regardless of the needs of junior users. The date of application for a permit to use water usually becomes the priority date of the right. Watermasters respond to complaints from water users and determine in times of water shortage, which generally occur every year, who has the right to use water. Each summer as streamflows drop, watermasters regulate junior users to provide water to the more senior users. On many streams throughout the state, by the end of summer, there is only enough water to supply users who established their rights in the late 1800s. All of the more recently established rights will have been regulated off by the [watermaster](#).

There are "watermaster" offices located around the state. The watermaster office is an excellent source of local information. Watermasters can research water rights for a particular stream reach and provide supporting maps (above). During critical flow periods, watermasters regulate water usage to enable senior water right holders to

satisfy their water right. The watermaster may also provide information regarding instream leases, ground water rights, cancellations, transfers of water rights, streamflow data, and water right information in general (list as of 6/16).

WRD Watermasters

District 1

Nikki Hendricks

c/o Port of Tillamook Bay
4000 Blimp Blvd Ste 400
Tillamook, Oregon 97141
Ph: 503-815-1967

District 2

Michael Mattick

125 East 8th Avenue
Eugene, OR 97401-2926
Ph: 541-682-3620

District 3

Robert Wood

2705 E 2nd St
The Dalles, Oregon 97058
Ph: 541-506-2652

District 4

Eric Julsrud

201 S Humbolt, Suite 180
Grant County Courthouse
Canyon City, Oregon 97820
Ph: 541-575-0119

District 5

Greg Silbernagel

116 SE Dorion Ave
Pendleton, OR 97801
Ph: 541-278-5456

District 6

Shad Hattan

10507 N McAlister Rd #6
La Grande, Oregon 97850
Ph: 541-963-1031

District 7

David Bates

401 NE First St., Suite 11
Enterprise, Oregon 97828
Ph: 541-426-4464

District 8

Rick Lusk

Baker County Courthouse
1995 3rd Street, Suite 180
Baker City, Oregon 97814
Ph: 541-523-8224 ext 231

District 9

Ron Jacobs

Malheur County Courthouse #4
251 B St W
Vale, Oregon 97918
Ph: 541-473-5130

District 10

JR Johnson

Harney County Courthouse
450 N Buena Vista #3
Burns, OR 97720
Ph: 541-573-2591

District 11

Jeremy Giffin

231 SW Scalehouse Loop,
Ste 103
Bend, Oregon 97702
Ph: 541-306-6885

District 12

Brian Mayer

513 Center St
Lakeview, Oregon 97630
Ph: 541-947-6038

District 13

Travis Kelly

10 S Oakdale, Rm 309A
Medford, Oregon 97501
Ph: 541-774-6880

District 14

Kathy Smith

700 NW Dimmick St.
Grants Pass, Oregon 97526
Ph: 541-479-2401

District 15

David Williams

Douglas County Courthouse,
Room 306
Roseburg, Oregon 97470
Ph: 541-440-4255

District 16

Joel Plahn

725 Summer St NE, Ste A
Salem, Oregon 97301
Ph: 503-986-0889

District 17

Scott White

305 Main Street
Klamath Falls, Oregon 97601
Ph: 541-883-4182

District 18

Jake Constans

1400 SW Walnut St, Suite 240
Hillsboro, Oregon 97123
Ph: 503-846-7780

District 19

Greg Wacker

Physical Address:
225 N Adams
Coquille, Oregon 97423
Ph: 541-396-1905

District 20

Amy Kim

10722 SE Highway 212
Clackamas, Oregon 97015
Ph: 503-722-1410

District 21

Ken Thiemann

221 S Oregon St.
P.O. Box 427
Condon, OR 97823
Ph: 541-384-4207

Oregon Department of Forestry (ODF)

Salem Headquarters

2600 State Street

Salem, Oregon 97310

<http://www.oregon.gov/ODF/Pages/index.aspx>

The Oregon Department of Forestry manages and regulates activities on non-federal forestland in Oregon. There are three main divisions under ODF-- Fire Protection, Private Forests, and State Forests. The Private Forests Division administers the Forest Practices Act and various forestry incentive programs and employs the use of about 50 Stewardship Foresters who work closely with landowners and operators. The State Forests Division is responsible for forest management to provide economic, environmental, and social benefits to Oregonians.

Financial incentive programs are aimed at encouraging and assisting landowners in managing their resources and meeting their objectives. Typical forestry projects can be aimed at protecting the landowner's resources/investment from fire or insect and disease infestation, to increasing its monetary and environmental value in the future.

Information about all ODF and federal forestry-related grants and incentive programs can be found at:

<http://www.oregon.gov/ODF/AboutODF/Pages/GrantsIncentives.aspx>

Community Forest Program

The Community Forest and Open Space Conservation Program is a federal financial assistance program with grants available to local governments, Indian tribes, and qualified nonprofit organizations to establish community forests and sustainably manage them for many public benefits, including recreation, income, wildlife habitat, stewardship demonstration sites, and environmental education.

Conservation Stewardship Program

To help landowners and operators maintain existing stewardship and adopt additional conservation on privately-owned, non-industrial working forests and agricultural lands.

Forest Legacy Program

The Forest Legacy Program is a national program that addresses privately-owned forestlands that face threats of conversion to non-forest use by development pressures. The goal of the Forest Legacy Program is to promote stewardship and sustainable management of private forest lands by maintaining working forests that conserve important forest resource and conservation values. Forest Legacy provides funds for eligible private forestlands for the purchase of development rights through either conservation easement or fee-title acquisition into public ownership. All properties entered into Oregon's Forest Legacy Program – either through conservation easement, fee acquisition or donation – have their forest resources and conservation values protected and managed in accordance with a State Forester-approved Forest Stewardship Plan (see below).

Forest Stewardship Program

Oregon's Forest Management Planning System recognizes that forest management planning is a journey – Pathways to Stewardship -- involving several distinct steps. A landowner's initial interest may be related to a specific project or action that is pressing on their property – such as reducing hazardous wildfire fuels or combating an invasive weed. Landowner assistance organizations and agencies usually first cross paths through outreach efforts defined around mutual interests or resource concerns. Landowners who are just beginning the management planning process begin a more formal journey by taking the [Woodland Discovery](#) step. Woodland Discovery consists of gathering basic property information and solidifying management goals. The remaining steps for completing your forest management plan include organizing the planning elements into specific management planning modules: soil and water, forest vegetation, fish and wildlife, access and protection, scenery and enjoyment and tax and business. Every step completed

along the way results in the identification of specific actions that a landowner can take to improve conditions of the forestland or otherwise meet goals in owning forestland. Completion of a forest management plan opens up formal types of engagement such as forest certification and the enrollment of lands into specialized conservation programs that define a long-term commitment to sustainable forestry.

Healthy Forests Reserve Program (HFRP)

The goal is to restore and enhance ecosystems and habitat for threatened and endangered species while promoting sustainable timber harvests on working forest lands.

Oregon Department of Agriculture Natural Resources Program

635 Capitol St. NE

Salem, OR 97301-2532

Phone: 503 986-4700

<http://www.oregon.gov/ODA/programs/NaturalResources>

The Oregon Department of Agriculture (ODA) is responsible for developing plans to prevent and control water pollution from agricultural activities and soil erosion on rural lands. ODA's Natural Resources Program aims to conserve, protect, and develop natural resources on public and private lands in order to ensure that agriculture will continue to be productive and economically viable in Oregon. Natural Resources Programs work to do the following:

- Address water quality and natural resource conservation on agricultural lands
- Protect Oregon's environment and public health by ensuring the proper and legal sale, use, and distribution of pesticide products
- Assist local soil and water conservation districts as they help landowners properly manage Oregon's natural resources

More information on the Agricultural Plan Areas and Regulations can be found at:

<https://www.oregon.gov/ODA/programs/NaturalResources/AgWQ/Pages/AgWQPlans.aspx>

Information on local management plans and your area's ODA Water Quality Specialist can be found at:

<http://www.oregon.gov/ODA/programs/NaturalResources/AgWQ/Pages/AgWQPlans.aspx>

More information on the regulation and use of pesticides can be found at:

<http://www.oregon.gov/ODA/programs/Pesticides/Pages/default.aspx>

Department of Agriculture Pesticide Analytical and Response Center (PARC)

<http://www.oregon.gov/ODA/programs/Pesticides/Pages/PARC.aspx>

The Pesticide Analytical and Response Center (PARC) was created by executive order in 1978. The program was reauthorized under the Oregon Department of Agriculture (ODA) as ORS 634.550, in 1991.

PARC is mandated to perform the following activities with regard to pesticide-related incidents in Oregon that have suspected health or environmental effects: Collect incident information, mobilize expertise for investigations, identify trends and patterns of problems, make policy or other recommendations for action, report results of investigations, and prepare activity reports for each legislative session.

PARC does not have regulatory authority. Their primary function is to coordinate investigations to collect and analyze information about reported incidents. Investigation coordination includes collecting reports produced by member agencies and consultation as necessary with a toxicologist with Oregon State University. Member agencies conduct most of the investigations and take any necessary enforcement action(s). The eight member agencies include the following: [Oregon Health Authority \(OHA\)](#), [Oregon Department of Fish and Wildlife \(ODF&W\)](#), [Oregon Department of Environmental Quality \(DEQ\)](#), [Oregon](#)

[Department of Forestry \(ODF\)](#), [Oregon Occupational Safety and Health Administration \(OR OSHA\)](#), [Office of the State Fire Marshal \(SFM\)](#), [Oregon Poison Center \(OPC\)](#), [Oregon Department of Agriculture \(ODA\)](#).

To report a pesticide incident that has impacted people, animals, or the environment, contact: Theodore Bunch Jr., PARC Coordination Team Leader at 503-986-6470 or toll-free at 844-688-7272

PARC@oda.state.or.us

Christina Higby, Citizen Advocate Liaison at 503-986-5105 chigby@oda.state.or.us

Department of Agriculture

Soil and Water Conservation Districts

<http://www.oregon.gov/ODA/SWCD/>

SWCD Program and Water Quality Program Manager: John Byers, 503-986-4718

The Soil and Water Conservation District (SWCD) Program provides services to the 45 Soil and Water Conservation Districts throughout Oregon (list current as of 6/16). SWCDs are local government entities that have authorities to address soil, erosion, and water quality issues.

Benton SWCD

456 SW Monroe Ave., Suite 110
Corvallis, OR 97333
Phone: 541 753-7208
Website: www.bentonswcd.org

Burnt River SWCD

3990 Midway Drive
Baker City, OR 97814
Phone: 541 523-7121 Ext. 109
Email: whitney.collins@bakercountyswcds.com

Clackamas SWCD

221 Molalla Ave., Suite 102
Oregon City, OR 97045
Phone: 503 210-6000
Website: www.conservationsdistrict.org

Clatsop SWCD

750 Commercial St., Room 207
Astoria, OR 97103
Phone: 503 325-4571
Website: www.clatsopswcd.org

Columbia SWCD

35285 Millard Road
St. Helens, OR 97051
Phone: 503 397-4555
Website: www.columbiaswcd.com

Coos SWCD

371 N Adams St.
Coquille, OR 97423
Phone: 541 396-6879
Website: www.coosswcd.org

Crook County SWCD

498 SE Lynn Blvd.
Prineville, OR 97754
Phone: 541 447-3548

Curry County SWCD

29692 Ellensburg Ave.
Gold Beach, OR 97444
Phone: 541 247-2755 Ext. 0#
Website: www.currywatersheds.org

Deschutes SWCD

625 SE Salmon Ave., Suite 7
Redmond, OR 97756
Phone: 541 923-2204
Website: www.deschuteswcd.com

Douglas SWCD

2741 West Harvard Ave.
Roseburg, OR 97471
Phone: 541 957-5061
Website: www.douglasswcd.org

Eagle Valley SWCD

3990 Midway Drive
Baker City, OR 97814
Phone: 541 523-7121 Ext. 109

East Multnomah SWCD

5211 N Williams Ave.
Portland, OR 97217
Phone: 503 222-SOIL (7645)
Website: www.emswcd.org

Fort Rock / Silver Lake SWCD

17612 Highway 395
Lakeview, OR 97630
Phone: 541 947-5855
Email: LakeviewSWCD2@hotmail.com

Gilliam County SWCD

Dunn Office Building
333 S Main St.
Condon, OR 97823
Phone: 541 384-2672
Email: gilliamswcd@gmail.com

Grant SWCD

721 S Canyon Blvd.
John Day, OR 97845
Phone: 541 575-0135 Ext. 3
Email: jkehrberg@ortelco.net

Harney SWCD

530 Highway 20 S
Hines, OR 97738
Phone: 541 573-5010
Email: marty.suter@or.nacdn.net

Hood River SWCD

3007 Experiment Station Drive
Hood River, OR 97031
Phone: 541 386-4588 / 386-6719
Website: www.hoodriverswcd.org

Illinois Valley SWCD

Josephine Co. Office Building
102 S Redwood Highway
Cave Junction, OR 97523
Phone: 541 592-3731
Email: amy@ivstreamteam.org

Jackson SWCD

89 Alder Street
Central Point, OR 97502
Phone: 541 664-1070
Website: www.jswcd.org

Jefferson County SWCD

625 SE Salmon Ave., Suite 6
Redmond, OR 97756
Phone: 541 923-4358 Ext. 101
Email: debbe.chadwick@oacd.org

Josephine SWCD

1440 Parkdale Drive
Grants Pass, OR 97527
Phone: 541 474-6840
Email: joswcd@outreachinternet.com

Keating SWCD

3990 Midway Drive
Baker City, OR 97814
Phone: 541 523-7121 Ext. 109
Email: whitney.collins@bakercountyswcds.com

Klamath SWCD

2316 S 6th St., Suite C
Klamath Falls, OR 97601
Phone: 541 883-6932 Ext. 101
Website: www.klamathswcd.org

Lakeview SWCD

17612 Highway 395
Lakeview, OR 97630
Phone: 541 947-5855
Email: lakeviewswcd2@hotmail.com

Lincoln SWCD

23 North Coast Highway
Newport, OR 97365
Phone: 541 265-2631
Website: www.lincolnswcd.org

Linn SWCD

33935 Highway 99E, Suite C
Tangent, OR 97389
Phone: 541 926-2483
Website: www.linnswcd.oacd.org

Malheur County SWCD

2925 SW Sixth Ave., Suite 2
Ontario, OR 97914
Phone: 541 889-2588 Ext. 101
Email: LRowe@malcoswcd.org

Marion SWCD

338 Hawthorne Ave. NE
Salem, OR 97301
Phone: 503 391-9927
Website: www.marionswcd.net

Monument SWCD

Columbia Power Building
311 Wilson St.
Monument, OR 97864
Phone: 541 934-2141
Website: www.monumentswcd.org

Morrow SWCD

430 Linden Way
Heppner, OR 97836
Phone: 541 676-5452
Email: swcdmanager@centurytel.net

Polk SWCD

580 Main St., Suite A
Dallas, OR 97338
Phone: 503 623-9680
Website: www.polkswcd.org

Sherman County SWCD

302 Scott St.
Moro, OR 97039
Phone: 541 565-3216 Ext. 3
Website: www.shermancountyswcd.com

Siuslaw SWCD

1775 Laurel Place, Suite 4
Florence, OR 97439
Phone: 541 997-1272
Website: www.siuswcd.com

Tillamook SWCD

4000 Blimp Blvd., Suite 200
Tillamook, OR 97141
Phone: 503 842-2240 Ext. 110
Website: tillamookcountyswcd.org/

Tualatin SWCD

1080 SW Baseline St., Suite B-2
Hillsboro, OR 97123
Phone: 503 648-3174 Ext. 4
Website: www.swcd.net

Umatilla County SWCD

1 SW Nye Ave., Suite 130
Pendleton, OR 97801
Phone: 541 278-8049
Website: www.umatillacountyswcd.com

Umpqua SWCD

1877 Winchester Ave.
Reedsport, OR 97467
Phone: 541 662-1341
Website: www.umpquasoilandwater.com

Union SWCD

10507 N McAlister Road, Room 7
La Grande, OR 97850
Phone: 541 963-1313
Website: unionswcd.org

Upper Willamette SWCD

780 Bailey Hill Road, Suite 5
Eugene, OR 97402
Phone: 541 465-6443 Ext. 102
Website: www.uwswcd.org

Wallowa SWCD

401 NE 1st St., Suite E
Enterprise, OR 97828
Phone: 541 426-4521
Email: cynthia.a.warnock@gmail.com

Wasco County SWCD

2325 River Road, Suite 3
The Dalles, OR 97058
Phone: 541 296-6178 Ext. 3
Website: www.wascoswcd.org

West Multnomah SWCD

2701 NW Vaughn St., Suite 450
Portland, OR 97210
Phone: 503 238-4775
Website: www.wmswcd.org

Wheeler SWCD

40535 Highway 19
Fossil, OR 97830
Phone: 541 468-2990
Website: www.wheelerswcd.org

Yamhill SWCD

2200 SW Second St.
McMinnville, OR 97128
Phone: 503 472-6403
Fax: 503 472-6407
Website: www.yamhillswcd.org

Oregon Watershed Enhancement Board (OWEB)

775 Summer St. NE Suite 360
Salem, OR 97301
Phone: (503) 986-0178
Website: www.oregon.gov/OWEB

The Oregon Watershed Enhancement Board (OWEB) is a state agency that provides grants to help Oregonians take care of local streams, rivers, wetlands and natural areas. Community members and landowners use scientific criteria to decide jointly what needs to be done to conserve and improve rivers and natural habitat in the places where they live. OWEB grants are funded from the Oregon Lottery, federal dollars, and salmon license plate revenue. The agency is led by a 17 member citizen board drawn from the public at large, tribes, and federal and state natural resource agency boards and commissions.

OWEB provides grants to projects that contribute to the Oregon Plan for Salmon and Watersheds and the Oregon Conservation Strategy by protecting, restoring and improving clean water and fish and wildlife habitat. See the OWEB website for more information on grants: <http://www.oregon.gov/OWEB/GRANTS/pages/index.aspx>

Oregon Sea Grant (OSG)

Oregon State University

Corvallis, Oregon

Phone 541-737-2714

<http://seagrants.oregonstate.edu/>

Oregon Sea Grant serves Oregon coastal communities through integrated research, education and public engagement on ocean and coastal issues. Based at Oregon State University, OSG is part of the national network of NOAA Sea Grant College Programs, dedicated to promoting environmental stewardship, long-term economic development and responsible use of America's coastal, ocean and Great Lakes resources. OSG targets research on better defining the relationships between the many pressures that can degrade water quality: climate change, upland and coastal land use, fish and habitat restoration efforts, aquatic invasive species. OSG works with groups whose interests sometimes come in conflict - landowners, outdoor recreationists, farmers and woodland managers, local government, the general public - to seek solutions that will help sustain healthy watersheds and our precious water resources. OSG focuses on the question of resilience - the ability to plan, adapt and rebound in the face of change by supporting physical and social science research aimed at better understanding ocean and coastal processes and the socio-economic barriers to hazard and climate change preparation. Publications and resources available from OSG can be found here:

<http://seagrants.oregonstate.edu/sgps>.

OSG and OSU Extension produce textbooks and other publications on such topics as conservation-friendly gardening, sustainable living and low-impact development. OSG also partners with the Oregon State Marine Board to develop the Clean Vessel Act (CVA) Education Initiative. Funded by the Clean Vessel Act of 1992, the goal of the CVA Education Initiative is to improve boaters' awareness, accessibility and use of sewage pump-outs, dump stations, and floating toilets. Publications and resources available from OSG about watershed health can be found here: <http://seagrants.oregonstate.edu/sgps> by using "watersheds and wetlands" in the "Search by Subject" field.

Every two years, OSG awards approximately \$2 million in research grants addressing community preparedness for climate change, watershed health, other urgent or emerging regional needs with high relevance to coastal communities. For more information on grants, see:

<http://seagrants.oregonstate.edu/research>

Source Water Collaborative

– led by U.S. Environmental Protection Agency

Technical assistance and lists of resources and contacts are available from this national network that has worked to promote drinking water protection for several years. The Source Water Collaborative is a network of federal, state, and local organizations led by US EPA. Some of the key Source Water Collaborative members include the US EPA, US Department of Agriculture, AWWA, American Planning Association, ASDWA, ACWA, National Rural Water Association, Groundwater Protection Council, National Association of Counties, and The Trust for Public Land. Resources can be found here:

<http://sourcewatercollaborative.org/>



U.S. Environmental Protection Agency

Catalog of Federal Funding Sources for Watershed Protection

This is an online, free searchable database of financial assistance sources (grants, loans, cost-sharing) available to fund a variety of watershed protection projects.

<https://ofmpub.epa.gov/apex/watershedfunding/f?p=fedfund:1>

U.S. Environmental Protection Agency - Environmental Finance Centers

Free technical assistance is available through EPA's Environmental Finance Centers. There is currently no Environmental Finance Center for US EPA Region 10, but the resources are still available through the US EPA website. The program mission is to provide help to those facing the "how to pay" challenges of environmental protection. EFC is committed to helping the regulated community build and improve the technical, managerial, and financial capabilities needed to comply with federal and state environmental protection laws.

<https://www.epa.gov/envirofinance>

U.S. Environmental Protection Agency

Community Action for a Renewed Environment (CARE) Grants

Eligible Projects: Prevention of human exposure to harmful pollution; improve water quality. Form community-based collaborative partnerships; identifying and developing an understanding of the many local sources of risk from toxic pollutants and environmental concerns; and setting priorities for the reduction of the identified risks and concerns of the community

Eligible Applicants: Local, public non-profit institution/organizations, federally-recognized Indian tribal government, Native American organizations, private non-profit institution/organization, quasi-public nonprofit institution/organization both interstate and intrastate, local government, colleges, and universities

Funding Available: \$75,000 to \$100,000 with an average project funding of about \$90,000

How To Apply: www.epa.gov/care

U.S. Bureau of Reclamation

Cooperative Watershed Management Program

Eligible Projects: Improve water quality; improve ecological resiliency of a river or stream; and to reduce conflicts over water at the watershed level by supporting the formation of watershed groups to develop local solutions to address water management issues

Eligible Applicants: States, Indian tribes, local and special districts (e.g., irrigation and water districts, county soil conservation districts, etc.), local governmental entities, interstate organizations, and non-profit organizations. To be eligible, applicants must also meet all of the following requirements: (1) Significantly affect or be affected by the quality or quantity of water in a watershed; (2) Be capable of promoting the sustainable use of water resources; (3) Be located in the western United States specifically: Arizona, California, Colorado, Idaho, Kansas, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Texas, Utah, Washington.

Funding Available: \$22,000-\$100,000 in the past

How To Apply: <http://www.usbr.gov/WaterSMART/cwmp/index.html>



U.S. Department of Agriculture

Farm Service Agency Conservation Programs

<http://www.fsa.usda.gov/programs-and-services/conservation-programs/index>

USDA Farm Service Agency oversees a number of voluntary conservation-related programs. These programs work to address a large number of farming and ranching related conservation issues including:

- Drinking water protection
- Reducing soil erosion
- Wildlife habitat preservation
- Preservation and restoration of forests and wetlands
- Aiding farmers whose farms are damaged by natural disasters

Source Water Protection Program (SWPP)

The SWPP is designed to protect surface and ground water used as drinking water by rural residents. Through a partnership with the National Rural Water Association, local teams are formed to develop plans to reduce pollutant impacts in rural areas.

<http://www.fsa.usda.gov/programs-and-services/conservation-programs/source-water-protection/index>

Conservation Reserve Program (CRP)

The CRP pays a yearly rental payment in exchange for farmers removing environmentally sensitive land from agricultural production and planting species that will improve environmental quality. In exchange for a yearly rental payment, farmers enrolled in the program agree to remove environmentally sensitive land from agricultural production and plant species that will improve environmental health and quality. Contracts for land enrolled in CRP are 10-15 years in length. The long-term goal of the program is to re-establish valuable land cover to help improve water quality, prevent soil erosion, and reduce loss of wildlife habitat.

<http://www.fsa.usda.gov/programs-and-services/conservation-programs/conservation-reserve-program/index>

Conservation Reserve Enhancement Program (CREP)

The CREP, an offshoot of CRP, targets high-priority conservation issues identified by local, state, or tribal governments or non-governmental organizations. In exchange for removing environmentally sensitive land from production and introducing conservation practices, farmers, ranchers, and agricultural land owners are paid an annual rental rate. Participation is voluntary, and the contract period is typically 10–15 years, along with other federal and state incentives as applicable per each CREP agreement.

<http://www.fsa.usda.gov/programs-and-services/conservation-programs/conservation-reserve-enhancement/index>

Emergency Conservation Program (ECP)

The ECP provides funding and technical assistance for farmers and ranchers to restore farmland damaged by natural disasters and for emergency water conservation measures in severe droughts. The ECP also provides funding and assistance to help ranchers and farmers install water conservation measures during severe drought.

<http://www.fsa.usda.gov/programs-and-services/conservation-programs/emergency-conservation/index>

Emergency Forest Restoration Program (EFRP)

The EFRP, which is very similar to the ECP, provides funding to restore privately owned forests damaged by natural disasters.



<http://www.fsa.usda.gov/programs-and-services/disaster-assistance-program/emergency-forest-restoration/index>

Farmable Wetlands Program (FWP)

The FWP is designed to restore wetlands and wetland buffer zones that are farmed. FWP gives farmers and ranchers annual rental payments in return for restoring wetlands and establishing plant cover.

<http://www.fsa.usda.gov/programs-and-services/conservation-programs/farmable-wetlands/index>

U.S. Department of Agriculture

Natural Resources Conservation Service

NRCS provides farmers, ranchers and forest managers with free technical assistance, or advice, for their land. Common technical assistance includes: resource assessment, practice design and resource monitoring. The conservation planner will help you determine if financial assistance is right for you. Technical assistance is also available online through [Conservation Client Gateway](#). More information about NRCS can be found on their home page:

<http://www.nrcs.usda.gov/wps/portal/nrcs/main/national/about/>

Environmental Quality Incentives Program (EQIP)

Grants are available for best management practices and conservation on private, non-industrial forestland and agricultural lands. Financial assistance is available to help plan and implement conservation practices that address natural resource concerns and for opportunities to improve soil, water, plant, animal, air and related resources on agricultural land and non-industrial private forestland. In addition, EQIP can help producers meet Federal, State, Tribal and local environmental regulations.

<http://www.nrcs.usda.gov/wps/portal/nrcs/main/national/programs/financial/eqip/>

Eligible Applicants: Owners of land in agricultural or forest production or persons who are engaged in livestock, agricultural or forest production on eligible land and that have a natural resource concern on the land

Funding Available: Financial and technical assistance to agricultural and forestland producers through contracts up to 10 years. Not to exceed \$300,000 for all EQIP contracts entered into during any six-year period. If NRCS determines project has special environmental significance the payment limitation is a maximum of \$450,000.

Conservation Stewardship Program (CSP)

CSP helps agricultural producers maintain and improve their existing conservation systems and adopt additional conservation activities to address priority resources concerns. Through CSP, participants take additional steps to improve resource condition including soil quality, water quality, water quantity, air quality, and habitat quality, as well as energy. Participants earn CSP payments for conservation performance - the higher the performance, the higher the payment.

<http://www.nrcs.usda.gov/wps/portal/nrcs/main/national/programs/financial/csp/>

Wetlands Reserve Easements (WRE)

WRE provides habitat for fish and wildlife, including threatened and endangered species, improve water quality by filtering sediments and chemicals, reduce flooding, recharge groundwater, protect biological diversity and provide opportunities for educational, scientific and limited recreational activities.

NRCS also provides technical and financial assistance directly to private landowners and Indian tribes to restore, protect, and enhance wetlands through the purchase of a wetland reserve easement. <http://www.nrcs.usda.gov/wps/portal/nrcs/detail/or/home/?cid=stelprdb1249312>



Agricultural Land Easements (ALE)

ALE is designed to protect the long-term viability of the nation's food supply by preventing conversion of productive working lands to non-agricultural uses. Land protected by agricultural land easements provides additional public benefits, including environmental quality, historic preservation, wildlife habitat and protection of open space.

<http://www.nrcs.usda.gov/wps/portal/nrcs/detail/or/home/?cid=stelprdb1249312>

Emergency Watershed Protection (EWP)

The EWP program was set up by Congress to respond to emergencies created by natural disasters. The United States Department of Agriculture's Natural Resources Conservation Service is responsible for administering the program. EWP is designed to relieve imminent hazards to life and property caused by floods, fires, windstorms, and other natural occurrences. It is not necessary for a national emergency to be declared for an area to be eligible for assistance. Activities include providing financial and technical assistance to remove debris from streams, protect destabilized streambanks, establish cover on critically eroding lands, repairing conservation practices, and the purchase of flood plain easements. The purpose of EWP is to help groups of people with a common problem. EWP is generally not an individual assistance program. All projects undertaken must be sponsored by a political subdivision of the State, such as a city, county, general improvement district or conservation district, or by a tribal government.

<http://www.nrcs.usda.gov/wps/portal/nrcs/main/or/programs/financial/ewp/>

Other NRCS Programs

There are other NRCS programs that are specific to Oregon geographic areas---Wildfire Rehabilitation Initiative, Organic Initiative, drought funding, and restoration funding---see the Oregon NRCS link for more information on those:

<http://www.nrcs.usda.gov/wps/portal/nrcs/main/or/programs/financial/eqip/>

Anyone applying for EQIP or any of the other NRCS grants for the first time should schedule a meeting with NRCS to discuss their options before moving forward.

U.S. Department of Agriculture

Rural Development Water and Waste Disposal Direct Loans and Grants

Eligible Projects: Pre-construction and construction associated with building, repairing, or improving drinking water, solid waste facilities and wastewater facilities

Eligible Applicants:

- Cities or towns with fewer than 10,000 population
- Counties, special purpose districts, non-profit corporations or tribes unable to get funds from other sources at reasonable rates and terms

Funding Available: Loans (40-year term), grants in some cases, interest rates vary (currently 2.125 – 3.5%)

How To Apply: Applications accepted year-round on a fund-available basis.

<http://www.rd.usda.gov/programs-services/water-waste-disposal-loan-grant-program>

U.S. Department of Commerce

Community Development Block Grant Planning Program

Region 10 HUD

Seattle Regional Office

Phone: (206) 220-5101

<http://portal.hud.gov/hudportal/HUD?src=/states/washington/offices>



http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/communitydevelopment/programs

Eligible Projects: Comprehensive plans, Infrastructure plans, Feasibility studies, Community action plans, Low-income housing assessments

Eligible Applicants: Projects must principally benefit low- to moderate-income people in non-entitlement cities and counties.

- Cities or towns with fewer than 50,000 people
- Counties with fewer than 200,000 people

Funding Available: Grants

- Up to \$24,000 for a single jurisdiction
- Up to \$35,000 for single jurisdiction projects that address urgent public health and safety needs
- Up to \$40,000 for multiple jurisdictions/joint application

How To Apply: <http://portal.hud.gov/hudportal/HUD?src=/states/washington/offices>

Rural Community Assistance Corporation (RCAC)

Environmental Programs

1020 S.W. Taylor Street Suite 450

Portland, OR 97205

Local contacts:

Chris Marko, Rural Development Specialist 503- 228-1780

RosAnna Noval, Rural Development Specialist 503-308-0207

Email: cmarko@rcac.org; rnoval@rcac.org

Website: www.rcac.org

At the national level, RCAC has a variety of loans for water and/or wastewater planning, environmental work, and other work to assist in developing an application for infrastructure improvements

Eligible Applicants: Non-profit organizations, public agencies, tribes, and low-income rural communities with a 50,000 population or less, or 10,000 or less if guaranteed by USDA Rural Development financing.

Funding Available:

- Maximum \$50,000 for feasibility loan
- Maximum \$350,000 for pre-development loan
- 1 year term
- 5.5% interest rate

How To Apply: Applications accepted anytime. www.rcac.org

National contact: Josh Griff, 720-951-2163, jgriff@rcac.org

Water Research Foundation - Source Water Protection Cost-Benefit Tool

This is a free, online suite of tools designed to assist in evaluating the triple bottom-line costs and benefits of different source water protection options. Cost/benefit calculations help evaluate, prioritize, justify, and ultimately implement source water protection initiatives.

<http://www.swptool.org/index.cfm>

Healthy Watersheds Consortium

The Healthy Watersheds Consortium Grant Program has just published a Request for Proposals (RFP) to support local projects that protect and sustain healthy watersheds (including drinking water sources). Through this program, EPA will provide approximately \$3.75 million over six years to the U.S. Endowment for Forestry and Communities for projects that develop and/or



support state, interstate, and tribal healthy watersheds programs and enhance collaboration among the many groups who benefit from protecting healthy watersheds such as drinking water utilities, hunters and fisherman, foresters and farmers, and more. The Endowment is also matching a portion of EPA's financial commitment to the partnership and expects to leverage additional funding from other public and private sources.

The goal of the Healthy Watersheds Consortium Grant Program is to accelerate strategic protection of healthy, freshwater ecosystems and their watersheds. This goal will be achieved by: Funding key projects identified in existing watershed protection or conservation plans; Building the sustainable organizational infrastructure, social support, and long-term funding commitments necessary to implement large-scale protection of healthy watersheds; and supporting innovative or catalytic projects that may accelerate or broadly advance the field of practice for watershed protection efforts. For more information and to view and download the RFP and other helpful documents, visit the website:

<http://usendowment.org/partnerships/hwcgrantprogram.html>

For questions, please contact Peter Stangel at peter@usendowment.org.

Ecotrust

<http://www.ecotrust.org/>

Ecotrust works to protect and restore watersheds and the economic and public health of the communities that depend upon them. Ecotrust develops and applies strategic approaches that improve habitat for native fish and wildlife, create local jobs and recreational opportunities, increase public awareness of the value of nature's services like water, and ensure a more reliable access to clean water for all members of the Oregon communities. Ecotrust provides Ecosystem Services, GIS Analysis, Mapping, Cartography, Data and Software Development, Economic Impact Assessment, etc.

Ecotrust Forest Management

<http://ecotrustforests.com>

Ecotrust Forest Management is a for-profit forestland investment management company that acquires and manages land on behalf of investors and forestland owners to enhance forest health and productivity, and to produce a diverse array of forest products and services including timber, biomass, carbon, and improved habitat and water quality. Where possible, our goal is to transition land to long-term, local, stewards of land like Tribes, Community Forests, Public or State Agencies etc. EFM is adept at using a wide array of financing sources— New Market Tax Credits, carbon credits, conservation easements, and restoration funding — to supplement private capital resources in the acquisition and management of forestland. Contact:

info@ecotrustforests.com

LAND TRUSTS

Resources to assist in locating a land trust can be found here:

<http://findalandtrust.org/states/oregon41>

Coalition of Oregon Land Trusts

The Coalition of Oregon Land Trusts (COLT) is a newly formed nonprofit representing and serving Oregon's land trusts. Its mission is to serve and strengthen the land trust community in Oregon. Oregon's land trust community is working at local, regional, and statewide scales with



landowners, communities, public agencies and other partners to maintain the state's natural heritage and the economies it supports. COLT will accomplish its mission by strengthening public policies and programs that are supportive of land conservation, helping to build capacity within and across land trusts, and communicating to key audiences about the role of land trusts in conserving Oregon's natural heritage and healthy human communities that depend on it. There are currently 18 land trusts that are members of COLT.

Coalition of Oregon Land Trusts

322 NW 5th, Suite 312 Portland, OR 97209

Phone: 503-719-4732 <http://oregonlandtrusts.org/>

Land Trust Alliance

The Land Trust Alliance is a national conservation organization that works preserve land through conservation and easements, so land and natural resources get protected. The Alliance is based in Washington, D.C., and has several regional offices.

Northwest Conservation Manager

1353 Officers Row Vancouver, WA 98661

Phone: (971) 202-1483 <http://www.landtrustalliance.org/>

Individual land trusts which may be of assistance include:

The Trust for Public Land

<http://www.tpl.org/services/conservation-transactions>

The Nature Conservancy

<http://www.nature.org/>

FOUNDATIONS

The Oregon Community Foundation / Community Grant Program

Eligible Projects: Community Livability, Environment & Citizen Engagement (*10 to 20 percent of grants*)

- Promote leadership development, volunteerism, immigrant integration, and civic participation
- Support stewardship and appreciation of Oregon's outdoor spaces and scenic beauty
- Address social, economic and environmental challenges or opportunities by bringing together disparate stakeholders
- Preserve places essential to communities' civic and historic identities

Eligible Applicants: nonprofits with tax-exempt status under Section 501(c)(3)

Funding Available: average grant is \$20,000

Contact: <http://www.oregoncf.org/grants-scholarships/grants/community-grants>

National Fish and Wildlife Foundation

Eligible Projects: Environmental Solutions for Communities (1:1 match required)

- Supporting sustainable agricultural practices and private lands stewardship;
- Conserving critical land and water resources and improving local water quality;



- Restoring and managing natural habitat, species and ecosystems that are important to community livelihoods;
- Facilitating investments in green infrastructure, renewable energy and energy efficiency; and
- Encouraging broad-based citizen and targeted youth participation in project implementation.

Eligible Applicants: non-profit 501(c) organizations, state government agencies, local governments, municipal governments, Indian tribes, educational institutions

Funding Available: grants range from \$25,000 to \$100,000

Contact: 202-595-2434 - Community-Based Conservation

Access Fund Foundation

Eligible Projects: land acquisitions; considering the management and financial resources of land ownership, the Access Fund views land acquisitions as a tool of last resort and have adopted the following guidelines for land acquisition projects. If you are requesting funds for a land acquisitions please call the Access Fund before submitting your application.

- The area must be imminently threatened with permanent closure or sale to an outside party that may consider land development opportunities or other uses threatening its climbing and/or access resources.
- The area can be acquired for a reasonable price (reasonable price being one that falls within existing market values and is not in excess of appraised value), together with a reasonable budget (including secured funding) or secured exit-strategy for management by another land trust, local climbers organization or governmental agency.
- A fully executed purchase agreement stating how the project will be funded is required before Access Fund grant funds will be allocated to any acquisition.
- A high degree of matching funds is required. The Access Fund's role in land acquisitions is as an additional, not primary, funding resource.
- Applicants whose projects require continued payments and/or financing should submit a plan describing how these payments will be met in the future. These include, but are not limited to, property tax payments, loan payments, lease and mortgage payments. This payment plan will be taken into consideration during the grant review process.

Eligible Applicants: Local climbing groups, individuals or organizations (Note: tax exempt 501(c)(3) status is not a pre-requisite); governmental agencies that wish to sponsor or organize a local project; conservation organizations and land trusts.

Funding Available: \$1,000 to \$4,000. (The Access Fund considers requests for over \$10,000, but these projects should have national significance and utilize a high degree of matching funds.)

Contact: <http://www.accessfund.org/>

The Collins Foundation

Eligible Projects: land acquisitions; grants are for projects that directly benefit the residents of Oregon

Eligible Applicants: nonprofits with tax-exempt status under Section 501(c)(3) / agencies that have current registration with the offices of the Oregon State Attorney General and the Secretary of State

Funding Available: varies; grants may range from \$3000 to \$150,000

Contact: www.collinsfoundation.org



Giles W. and Elise G. Mead Foundation

Eligible Projects: Preserving and improving the environment; primary emphasis forestry, fisheries and the sustainable use of natural resources in western North America

Eligible Applicants: nonprofits with tax-exempt status under Section 501(c)(3) in western North America

Funding Available: past grants ranged from \$15,000 to \$100,000

Contact: <http://www.gileswmeadfoundation.org/>

Rose E. Tucker Charitable Trust

Eligible Projects: giving limited to organizations and projects in Oregon, with emphasis on the metropolitan Portland area; land acquisition is eligible

Eligible Applicants: nonprofits with tax-exempt status under Section 501(c)(3)

Funding Available: past grants ranged from \$6,000 to \$150,000

How to Apply: apply anytime; board meets approximately every 2 months

Contact: Tuckertrust@stoel.com

Doris Duke Charitable Foundation

Eligible Projects: The foundation's grant-making is designed to provide frameworks and concrete examples of how practitioners can protect biodiversity in light of climate change through strategic land conservation. The program's adaptation efforts focus on three critical land conservation activities undertaken by non-profit organizations and government natural resource agencies:

- Habitat conservation planning (i.e., the identification of which sites should be conserved in their natural state to benefit wildlife);
- Permanent land protection (i.e., the acquisition of conservation easements or fee title to secure high priority sites); and C) Management of lands already in protected status. The goal for each of these activities is to encourage the conservation community to augment the dominant species-based approach to wildlife conservation with a focus on maintaining ecosystem functionality as climate change takes hold.
- The program has adopted three approaches to achieve its objectives: 1) Identifying resilient landscapes; 2) Protecting resilient landscapes; and 3) Managing conserved lands.

Eligible Applicants: nonprofits with tax-exempt status under Section 501(c)(3)

Funding Available: past grants ranged in the \$100K

Contact: <http://www.ddcf.org/what-we-fund/environment/>

Bonneville Environmental Foundation

Eligible Projects: renewable power and acquire, maintain, preserve, restore, protect, and/or sustain fish and wildlife habitat within the Pacific Northwest.

Interest area: Watershed Restoration Program---supports restoration of damaged watershed ecosystems; supports communities trying to heal their local watersheds by supporting watershed restoration projects grounded in the best available watershed science

Eligible Applicants: nonprofit organizations

Funding Available: varies

Contact: www.b-e-f.org



The Bullitt Foundation

Program priorities:

- Manage freshwater resources: control, use, distribution, conservation;
- Conserve and restore resilient watersheds, wetlands and estuaries;
- Maintain a working land base for sustainable agriculture and forestry;
- Enforce laws and policies intended to assure air and water quality;
- Create landowner incentives for maintaining and enhancing ecosystem services, including the development of market-based mechanisms.

Eligible Applicants: nonprofit organizations in Washington, Oregon, Idaho, western Montana, south-central Alaska, and British Columbia. Within that broad geographic range, work is targeted to specific sub-regions generally associated with major population centers.

Funding Available: varies---past grants ranged from \$10,000 to over \$600,000

Contact: <http://www.bullitt.org/>

Weyerhaeuser Foundation

Eligible Projects: forestry practices, manufacturing's effects on air, water and land; free trade, recycling, diversity, land conservation and environmental education; land acquisitions or conservation easement projects may fit with the Foundation's priorities and goals

Eligible Applicants: educational institutions, non-profit organizations, research institutions in Oregon and Washington

Funding Available: \$1,000 - \$50,000

Contact: <http://www.wfamilyfoundation.org/>

Laird Norton Foundation

Eligible Projects: projects contribute to a heightened awareness of the ecological, social and economic significance of water sources and watersheds. Preference will be given to projects which demonstrate innovative measures for protecting and restoring water resources and which involve local communities and/or regional institutions.

Eligible Applicants: nonprofit organizations working in Hood Canal (WA), Upper Deschutes (OR), and Rogue (OR) watersheds

Funding Available: varies; past grants ranged from \$10k to \$100k

Contact: <http://www.lairdnorton.org>





Appendix #5

Management Strategies for High Priority Potential Sources of Pollutants Identified in Rockaway Beach WD's Groundwater Drinking Water Source Area

Contact Drinking Water Protection Staff with questions or for assistance with any potential sources of contamination not identified in this document.

Source of Info or Regulatory Database Identifier (DB_ID)	Potential Pollutant Type	Potential Impact	Recommended Management Measures and Fact Sheets/Resources
Primary Land Ownership/Use Private Non-Industrial/Urban Lands that have urban residential and/or rural residential development	All Residential	Spills, leaks, or improper handling of chemicals, fuels, wastewater, and other materials may impact drinking water. Infiltration containing pesticides or fertilizers may impact drinking water.	☐ Contact residents (see DEQ Website for example letter) and provide them information on their location within your Drinking Water Source Area. Send relevant fact sheets and web resources from list below. Fact Sheets/Resources *DEQ DWP website for Residential Land Uses: http://www.deq.state.or.us/wq/dwp/residential.htm Groundwater Basics: http://www.deq.state.or.us/wq/pubs/factsheets/drinkingwater/GroundwaterBasics.pdf *Protecting Oregon's Groundwater from Contamination: http://groundwater.orst.edu/groundwater/ Healthy Lawn, Healthy Environment: https://www.epa.gov/sites/production/files/2014-04/documents/healthy_lawn_healthy_environment.pdf *What is Household Hazardous Waste?: http://www.deq.state.or.us/lq/pubs/docs/sw/hhw/WhatisHHW.pdf *Household Hazardous Waste Program: http://www.deq.state.or.us/lq/sw/hhw/index.htm *Household Pharmaceutical Waste Disposal: http://www.deq.state.or.us/lq/pubs/factsheets/sw/HouseholdPharmaceuticalWasteDisposal.pdf Additional measures may include: ☐ Ongoing education program on household hazardous waste and proper disposal of pharmaceuticals, lawn and landscaping, septic system maintenance.
Regulatory Database Results Domestic Wastewater and Water quality permit Layers or Local Knowledge:	Sewer Lines - Close Proximity to well or spring	If not properly designed, installed, and maintained, sewer lines can impact drinking water, especially adjacent to a waterbody or within the 2-year time-of-travel zone for drinking water wells.	☐ Contact jurisdiction for sewer/wastewater management and determine status of sewer lines and sewer plan ☐ Identify broken or cracked lines, areas with inflow and infiltration. ☐ Plan for or complete replacement/repair or double sleeve of sewer lines within 2-year TOT or within Zone 1 for springs. ☐ Identify upgrade or replacement of lines as a high priority within City Sewer Master Plan. Include timeline.

Regulatory Database Results: Transportation – Interstates/Highways and Railroad selections	All transportation and ROW related PCSs (Highway, high use roads, railroad, transmission lines)	Vehicle use increases risk for fuel and other chemical leaks, spills and emissions affecting drinking water. Over-application or improper handling of pesticides or fertilizers may impact drinking water supply. Construction and maintenance of roadways and corridors may contribute to increased erosion and turbidity in drinking water.	☐ Notify the owner (City, County, ODOT, railroad, transmission line, etc) and local first responders of your Drinking Water Source Area location. 'OR Emergency Response Program Local Emergency Managers List: https://www.oregon.gov/OMD/OEM/docs/plan_train/locals_list.pdf ☐ Request elimination or minimization of herbicide application on right-of-ways that may contaminate groundwater. If appropriate, send *Managing Small-Scale Application of Pesticides to Prevent Contamination of Drinking Water http://www.deq.state.or.us/wq/dwp/docs/EPA/EPASWPPPracticesBulletin_PesticidesLargeScale.pdf ☐ Identify if stormwater injection wells are present. If they are present, verify the permit status by contacting the Oregon DEQ's Water Quality staff at (503) 229-5945. ☐ Send info on drinking water protection for shallow injection well owners and operators: http://www.deq.state.or.us/wq/pubs/factsheets/uic/shallowinjwell.pdf Additional recommendations: ☐ Encourage proper use or elimination of any dry wells or sumps in your wellhead protection area. ☐ Ask transportation officials to examine spill/runoff detention capacity to avoid contaminants entering the groundwater after an accident. Transportation and handling of fuels and chemicals in bulk Website: http://groundwater.orst.edu/protect/transport.html ☐ Ask for notification of water system in case of spills ☐ Reroute transport of hazardous materials ☐ Water system assumes responsibility of non-chemical weed control.
Regulatory Database Results: UIC Status1 Field = Onsite System Or Water Quality permits Status = WPCF and Domestic	Large Capacity Septic Systems (serves > 20 people) - Class V UICs	If not properly sited, designed, installed, and maintained, septic systems can impact drinking water.	☐ In addition to general Residential/Municipal Fact Sheets, send: *Managing Septic Systems to Prevent Contamination of Drinking Water http://www.deq.state.or.us/wq/dwp/docs/EPA/EPASWPPPracticesBulletin_SepticSystems.pdf ☐ Verify UIC registration and on-site permit with DEQ. ☐ Get notification from DEQ on permit modifications ☐ Upgrade septic systems and establish an ongoing septic system maintenance program. DEQ On-site permitting: http://www.deq.state.or.us/wq/onsite/onsite.htm ☐ If applicable, ongoing education program for residents or businesses on household hazardous waste and proper disposal of pharmaceuticals. Household Hazardous Waste Program: http://www.deq.state.or.us/lq/sw/hhw/index.htm Household Pharmaceutical Waste Disposal: http://www.deq.state.or.us/lq/pubs/factsheets/sw/HouseholdPharmaceuticalWasteDisposal.pdf

APPENDIX B

Public Outreach Examples

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PRESS RELEASE

FOR IMMEDIATE RELEASE
August XX, 2024

Contact:
Suzanne de Szoeki
GSI Water Solutions, Inc.
sdeszoeki@gsiws.com
541-257-9006

Rockaway Beach Seeks Community Input on Sourcewater Protection Plan

ROCKAWAY BEACH, Oregon – On September 12, the City of Rockaway Beach will host a town hall to discuss a draft Sourcewater Protection Plan focused on the Jetty Creek watershed. The hybrid meeting will be held from 5:30 pm to 7:00 pm at City Hall (276 US-101 - Civic Facility, Rockaway Beach, OR) and virtually via Zoom.

The City of Rockaway Beach seeks community input on the draft Sourcewater Protection Plan, which will help inform the City's source water protection efforts in the Jetty Creek watershed, the City's primary drinking water source. The town hall will include an overview of the plan development process, and a discussion of risks to drinking water sources identified and prioritized thus far. There will be a timed public comment section at the beginning of the meeting, in addition to opportunities for community members to ask questions and share feedback at the end. Those unable to attend will be able to view a recording of the town hall and submit comments and questions afterwards.

The planning process has been made possible by a grant from the Oregon Health Authority. The City Council established the Sourcewater Protection Plan Development Advisory Committee (SPPDAC) to provide reviews and community input during the development of the Plan. Additionally, the City has engaged a Sourcewater Protection Team consisting of local stakeholders and technical experts to guide development of the Plan. This will be the first of two town halls for community members to provide input on the Plan.

To read the draft risks prioritization document, join the Zoom meeting, or view the meeting recording, please visit the [City's SPPDAC webpage](#).

###

CITY OF ROCKAWAY BEACH SOURCE WATER PROTECTION PLAN TOWN HALL

Community Input Needed

Please join us for a town hall on March 18 to learn about the City's Draft Source Water Protection Plan for the Jetty Creek watershed and provide feedback on the Draft Plan. Community engagement is an essential part of source water protection planning.

Date and Time:

Tuesday, March 18 | 6:00–7:30 PM

Location:

City Hall (276 Hwy. 101 S.,
Rockaway Beach, OR)

To Attend Virtually:



Visit the City's
Sourcewater Protection
Plan Development
Advisory Committee
(SPPDAC) webpage.

TOWN HALL WILL INCLUDE:

- **Overview** of the Source Water Protection Plan development process
- **Discussion** of elements of the draft Plan, including:
 - Risks to the City's primary drinking source, the Jetty Creek Watershed
 - Strategies to address the risks
 - Plan to implement the strategies
- **Time** for public comments and questions.

For information, please contact:

Suzanne de Szoeki at sdeszoeki@gsiws.com or 541-257-9006
<https://corb.us/advisory-committees/>



UPCOMING TOWN HALL

We invite you to a Town Hall about the draft Source Water Protection Plan for the Jetty Creek Watershed. We want your feedback!



WHEN: Tuesday, March 18, 6:00-7:30 PM

WHERE: City Hall (276 Hwy. 101 S., Rockaway Beach, OR)

TO ATTEND VIRTUALLY: <https://corb.us/advisory-committees/>

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APPENDIX C

Resources for Community Water System Operators

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OREGON DEPARTMENT OF EMERGENCY MANAGEMENT

Local Water Supply Emergency Planning Guidance

Feb. 2, 2023

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Purpose

This guidance identifies potential solutions when anticipating or experiencing sustained drought causing localized or widespread drinking, sanitation and household water supply shortages. When responding to any emergency, the first step is to follow your local emergency operations plan to ensure appropriate entities are engaged.

Planning Assumptions

- Drought is a normal, recurring feature of climate and occurs almost everywhere, although its features vary from region to region and defining it can be difficult.
- Changes in the timing of streamflow related to changing snowmelt have been observed and are likely to continue, reducing the supply of water for many competing demands and causing widespread ecological and socioeconomic consequences.
- Prolonged periods of reduced precipitation contribute to water supply deficits that can increase the time it takes for water supplies to recover.
- Sustained high temperatures increase demand on water supply systems and stress within the natural environment.
- Drought is a slowly developing – and often long-lasting – disaster with cumulative impacts, making consistent early monitoring and detection critical. Drought can have adverse effects on agriculture, community water supplies, industry, fish and wildlife, recreation, and other uses of water to support communities and individuals.
- During a drought, local and tribal jurisdictions will consider all water management tools available and routinely consult with drinking water suppliers within the region.
- Local jurisdictions have initial responsibility for providing emergency drinking water supplies.
- When local resources have been exhausted, assistance may be provided by state agencies.

Understanding ORS 536 and ORS 401 Emergency Declarations

Drought declarations under Oregon Revised Statute (ORS) 536 and emergency declarations under ORS 401 allow for different types of state assistance. Drought declarations provide water rights holders with temporary, short-term methods of accessing water resources or putting water to beneficial use. Emergency declarations enable emergency resource procurement and allocation when the lack of water supply resources threatens health and safety. This section supports local and tribal emergency managers in accessing the most appropriate state assistance associated with drought conditions and water supply emergencies.

In most instances, an ORS 536 drought declaration should occur before an ORS 401 emergency declaration to conserve limited state resources. In some cases, especially when it's anticipated that drought conditions may occur statewide, the governor may issue concurrent drought and emergency declarations. When this occurs, it's to facilitate proactive emergency planning and resource coordination to address anticipated water supply shortages.

ORS 536 Drought Declaration

Counties and tribes can declare a drought emergency and petition the governor to declare a state drought emergency under ORS 536. Oregon Water Resources Department (OWRD) offers water users (e.g., farmers, ranchers, cities, industry) additional water rights tools to address supply shortages. An ORS 536 drought

declaration is not intended to address life safety impacts. An ORS 536 drought declaration makes available the following emergency tools and powers: temporary emergency water use permits, temporary transfers, temporary instream leases, temporary substitutions, special option agreements, human consumption or stock water use preferences, and water conservation or curtailment. Download the OWRD [State Drought Declaration Process and Emergency Tools](#) document for more information.

ORS 401 Water Supply Emergency Declaration

When a drought causes water supply shortages that affect life safety within local or tribal jurisdictions, then a state of emergency should be declared under ORS 401. Local, tribal and county emergency declarations allow emergency actions at the local level to meet immediate needs. This often means procurement process requirements may be eased. Local, tribal and county governments should use every means available, including mutual aid, to prevent loss of life and interruption of essential services. When a county or tribe has exhausted local and regional resources, it may request state assistance through the Oregon Department of Emergency Management (OEM).

The state will not provide direct financial support under an ORS 401 declaration. The level of state assistance will be determined by the extent of the threat to life safety, resources available, statewide priority and type of assistance requested. All requests are reviewed by OEM and assigned to one or more state partners for fulfillment. The state will respond within its capabilities and request interstate or federal government support, if necessary. Resources may include technical assistance, equipment, personnel, facilities, communications or coordination.

Planning Checklist

Drought impacts many sectors. The focus of this section is on water supply shortages that pose life safety issues by jeopardizing water for drinking, sanitation and other household purposes.

Preparing for Drought and Water Shortages

1. Understand and define drought impacts.

- Identify affected water sources and assess the severity of the effects.
- Identify public water systems vulnerable to reductions in supply, see [Appendix A: Resources for Community Water System Operators](#).
- Engage with vulnerable local water systems to track changes in water supply over time and forecast expected rates of change.
- Identify other factors contributing to water supply shortages (e.g., damaged or leaking pipes, improperly constructed wells, collapsed well casings, inadequate storage) and determine timelines for resolving issues.
- Identify the number of households that use domestic wells.
- Engage with the local [watermaster](#) to understand regional water supply impacts.
- Consider the effects of severe weather. Hot, dry days can cause an increase in plant evapotranspiration and open container evaporation, which may reduce surface water flows as well as soil moisture.
- Identify the total number of people potentially affected. This information will drive many planning assumptions since an individual needs about 1 gallon of water per day to survive. The average American domestic water user uses about 80-100 gallons per day for normal household indoor activities.

2. Review existing plans.

- Review existing county or tribal emergency operations plans and address potential planning gaps.
- Identify water providers' existing plans for addressing water shortages:
 - Water management and conservation plan (WMCP).
 - Emergency response plan.
 - Drought contingency plan.
 - Hazard mitigation plan.
 - Water curtailment plan.

3. Organize a collaborative local response planning team.

- Include members who have local knowledge and technical expertise, represent multiple disciplines and are focused on solutions.
- Involve the whole community, including government, community-based organizations, nonprofit organizations, private sector businesses, organizations and agencies from other sectors, people with disabilities, individuals with access and functional needs, infants, children and older adults.
- Some recommended members include but are not limited to:
 - County commissioners.
 - Water system operators (both drinking water and wastewater facilities).
 - Local drinking water regulators.
 - Local OWRD watermaster.
 - Fire departments.
 - Tribal representatives.

- OEM preparedness and response and mitigation and recovery regional coordinators.
- Oregon Department of Human Services (ODHS) regional coordinators.
- Oregon Water/Wastewater Agency Response Network (ORWARN).
- Local community emergency response organizations (i.e., CERT) and faith-based organizations that can mobilize volunteers.
- Water-related planning groups.
- Local public information officers.

4. Develop a jurisdictional communication plan for drought and water shortages.

- Pre-identify available public information officer resources that may be activated during a response.
- Develop accessible public education materials (translated and in formats accessible to individuals with access and functional needs).
 - Water shortages impacting community water systems:
 - Strategies for conserving water that system users can take to maximize water.
 - Role of the community when water conservation or curtailment measures are implemented.
 - Ways that community members can get involved with helping.
 - Actions that community members should take when a water shortage occurs.
 - Domestic dry wells:
 - How to maintain your well, indicators a well may be going dry, and when and where to report a dry well.
 - Strategies for conserving water that household residents can take to maximize water (the Oregon State University Well Water Program has educational materials and is willing to be a resource to aid in developing additional resources. Contact the program at well.water@oregonstate.edu).
 - Ways that community members can help (e.g., what to donate and where or how to volunteer).

5. Prioritize local water needs.

Identify critical facility needs.

- Critical facilities in your community may have significant water needs, such as hospitals, long-term care facilities, food processing plants, public safety facilities, and wastewater treatment and processing facilities.

Consider water needs for agriculture.

- Water for agricultural production and processing typically is not prioritized as highly as health and safety considerations during an emergency.
- Lack of water to support agricultural production and processing poses potential impacts on local economies and supply chain management.
- Loss of livestock because of extended water shortages can become a secondary public health concern, as higher temperatures will increase decomposition rates and create additional health and safety concerns. As such, carcasses must be disposed of quickly using accepted disposal methods.

Consider water availability for firefighting.

- A major fire event concurrent with a significant drought can pose a special risk should water for fire suppression become unavailable due to reduced supply.

- Coordination among emergency managers and local, state and federal firefighting resources is vital for ensuring sufficient water supply to conduct effective fire suppression without causing sudden drinking water supply depletion.

Consider economic impacts.

- Disruption of water availability can result in economic hardships for individuals and businesses.
- Identify businesses at risk of closing if water shortages cannot be remedied.
- Determine if economic impacts will affect the operations of critical facilities, such as hospitals.

6. Identify resources for domestic personal wells.

- Pre-identify the organizations or groups that may test and provide verification a well is dry due to drought vs. non-operational due to mechanical or maintenance issues (e.g., licensed well driller or pump installer, public works officials or volunteers specifically trained in performing verification).
- Evaluate and pre-identify local resources available to assist potential personal well owners with:
 - Deepening or replacing an existing well.
 - Sources for temporary potable water.
 - Testing water levels in wells to verify well is dry vs. non-operational due to mechanical or maintenance issues.
 - Providing temporary potable water storage (e.g., water tanks).
 - Transporting potable water to household water storage tanks.
 - Plumbing temporary water storage tanks into homes.
- Review local or tribal codes and ordinances to determine if there are any waivers or permits required for connecting temporary water storage tanks to preexisting plumbing.
- Specific areas have wells that go dry annually and have adapted to such occurrences. Solutions may be readily available without engaging in an emergency response.
- Consult OWRD's dry well [handout](#) to troubleshoot issues with drying water wells.
- Pre-identify strategies to solicit, accept, store and disburse bottled water donations.
- See [Appendix B: Dry Domestic Personal Wells](#) for additional information about household responsibilities and resources.

7. Understand state and federal regulations.

- When identifying potential response strategies, engage with state and federal regulators for technical expertise and to ensure compliance with state requirements.
- Oregon Health Authority (OHA) Drinking Water Services regulates the safety of public water supply systems.
- OWRD regulates the use of surface water and groundwater.
- Oregon Department of Environmental Quality (DEQ) regulates wastewater sanitation and management.

8. Identify strategies and document local capabilities to respond to drought.

- Talk to local and regional partners that can deliver mutual aid, such as ORWARN or local fire departments.
- The local OWRD watermaster can assist in identifying alternatives, such as other public water systems or private wells, and should be contacted to ensure emergency supplies are obtained legally.

- Talk to local businesses to identify what resources or capabilities they may be able to provide.
 - Examples of resources include water trucks, commercial water hauling companies, water tanks for short-term storage, water point of distribution equipment (e.g., trailers, manifolds) and bottled water distributors.
- Consider non-traditional solutions and partnerships. Be creative within regulatory guidelines.

Remember the following when identifying potential response strategies:

- What are the costs associated with implementing each identified strategy and who is responsible for these costs?
- How long can the identified strategy be sustained?
- For any strategy that's implemented, what are the thresholds for demobilizing?

9. Identify thresholds for local response.

- Set clear, data-driven thresholds and associated actions (e.g., if stream flow drops below 300 gallons per minute, then implement curtailment measures restricting outdoor water use).

Responding to Drought and Water Shortages

During the preparedness phase, counties should identify thresholds indicating when a drought emergency is imminent, and action is required. When those thresholds are met, counties should implement their plan and include the following actions:

1. Convene the drought response planning team.

2. Declare a local drought emergency.

- The county governing body, through ordinance or resolution, should declare a local drought emergency for its jurisdiction. In its resolution, the governing body should identify local actions that should be taken and indicate if state assistance is needed.
- Under most circumstances, jurisdictions should initially request an ORS 536 drought declaration to receive assistance to address water supply shortages before requesting an ORS 401 emergency declaration to address life safety impacts. The local OEM preparedness and response coordinator is available to provide technical assistance on the appropriate declaration.
- Additional details about state assistance provided under ORS 536 and ORS 401 are available in the Understanding ORS 536 and ORS 401 Emergency Declarations section.
- See [Appendix C: Sample County Drought Declaration Resolution](#) for a sample ORS 536 declaration.
- When requesting a drought declaration from the governor, refer to the Guidance Memo and Template document on the OWRD [Governor Drought Declaration Process](#) page for a template letter.

3. Communicate with the public.

- Implement a jurisdictional communications plan and consider the following:
 - Be consistent in the type and frequency of information communicated.
 - Clearly communicate the situation and appropriate preparedness actions through media outlets, government websites, social media and other public information distribution methods.
 - Directly and promptly address rumors that can have detrimental effects on public confidence, morale and sense of security.

4. Reduce Demand.

- Encourage water conservation. OWRD maintains water conservation [resources](#).
- For public water systems, enforce curtailment of non-essential water uses per existing curtailment plans.
- For private domestic uses, make recommendations about curtailing lawn watering, car washing, and other non-essential activities that require water when surface water or wells are going dry.

5. Initiate local strategies to provide emergency water.

6. If life safety needs for water exceed local capability, request state support.

- Emergency managers can request state support for responding to water supply shortages through the Oregon Emergency Operations Portal (i.e., Ops Center).
- Ensure the request clearly explains the problem to be resolved, the support provided through local resources and how needs exceed the capabilities of the local jurisdictions.

Best Practices for Responding to an Emergency

Communicate early and often.

- Communication with stakeholders, community leaders, organizations and the public will provide the foundation to build partnerships when involvement and support become critical.
- Public trust and confidence in local government will help reinforce difficult water use restrictions that may be required, as well as provide reassurance that issues are being addressed and response efforts are underway.
- Open and honest communication will minimize adverse public opinion, counterproductive interference, panic, rumors and false claims.
- Clearly communicate the impacts of drought.
- Release clear guidance regarding water conservation and curtailment measures for the public.
- Clearly outline how curtailment measures will be enforced and any penalties associated with violations.

Consider immediate and long-range issues.

- Response to the immediate effects of drought and threats to public safety will lead to a review of existing water supply capabilities. A review could include system reliability, storage capacity, pipeline and pumping requirements, requirements for future flow demands, potential intertie considerations, and funding opportunities for expansion and maintenance.
- Recovery from a sustained drought and corresponding water supply emergency will require long-term planning to ensure the continuation of reliable and sustainable drinking water sources and associated treatment and distribution systems to offset future water shortage impacts.

Leverage volunteer services.

- Some aspects of water supply emergencies depend on human resources to be effective. Identify volunteers from established volunteer organizations, local government staff or community solicitations for assistance.
- Volunteers may be able to assist by:
 - Providing or supplementing staffing at water supply community points of distribution (CPODs).
 - Passing out water bottles at CPODs.
 - Transporting drinking water tanks and containers to central locations or individual users.
 - Assisting with conducting safety checks of vulnerable populations.
 - Moving supplies to and from warehouses for further distribution.
 - Passing out official information on water supply resilience.
 - Documenting response activities for emergency efforts.

Identify the impact on vulnerable populations.

- Identifying who may be vulnerable to water supply emergencies within affected areas will require careful consideration of matters of privacy. Examples of vulnerable populations may include people with pre-existing medical or health conditions, very young individuals and senior populations.
- People who already may be faced with water supply limitations are especially at risk during prolonged droughts.
- Vulnerability may be enhanced because of limited mobility, access to transportation, remoteness or financial hardship.

- Local organizations and neighborhood associations may be able to assist in defining populations of vulnerability.
- Identify organizations like the Disability Emergency Management Advisory Committee (DEMAC) to assist vulnerable populations.

Embed diversity and inclusion into planning and decision-making.

- Ensure public messaging and outreach are as inclusive as possible, being mindful that some segments of an affected community traditionally may be underserved during emergencies.
- Remembering that emergencies transcend both physical and human boundaries will ensure diversity and inclusion are elements of the local water supply emergency response.
- Inclusion of community groups, organizations and cultural representations, as well as those with non-English language proficiency, will ensure all population segments are represented.

Special Considerations

Community Points of Distribution (CPODs)

- CPODs are sites where the public can access life-sustaining emergency relief supplies during or after a disaster.
- The logistics associated with the implementation of CPODs for centralized water delivery in affected neighborhoods require planning and preparation to achieve success and maximum coverage.
- Available data about where systems have or are about to fail because of water shortages will help identify the most effective sites for CPODs, including water delivery resources, staff needed and available, hours of operation, security, public outreach, traffic control and other factors.
- Understand sanitation regulations and cleaning processes for ensuring potable water.
- Consider using convenient sanitary containers, such as water bags.
- Set up sanitation stations to clean water containers before they're filled.
- Check with the local OWRD watermaster to ensure the source of water complies with Oregon Water Law.
- Ensure all water intended to be used for drinking is safe for use.

Water Hauling

- Ensure all potable water hauling meets the OHA Drinking Water Services [Hauling Guidelines](#).
- Ensure water tenders are operated by appropriately qualified operators.
- Water tenders should be flushed and sanitized regularly to ensure water potability.
- Check with the local OWRD watermaster to ensure the source of water complies with Oregon Water Law.

Appendix A: Resources for Community Water System Operators

The following are resources that jurisdictions can share with community water system operators.

Organization or Agency	Resource	Details
Oregon Department of Environmental Quality	Clean Water State Revolving Fund	Assists public agencies with low-interest loans for water infrastructure projects.
Oregon Health Authority	Drinking Water State Revolving Fund	Provides low-cost loans to community and nonprofit non-community water systems for planning, design and construction of drinking water infrastructure improvements.
Oregon Health Authority	Drinking Water Services Circuit Rider Program	Circuit Riders provide short-term (typically 10 hours or less) on-site technical and engineering assistance for community water systems serving populations under 10,000, as well as nonprofit transient and non-transient water systems. For these systems, services are free.
USDA Rural Development – Oregon Program	Emergency Community Water Assistance Grants	Helps eligible communities prepare, or recover from, an emergency that threatens the availability of safe, reliable drinking water.
Oregon Association of Water Utilities	Training and on-site assistance for water utilities	Helps provide training, resources and on-site technical assistance for water systems.

Appendix B: Dry Domestic Personal Wells

During drought, increased groundwater pumping coupled with reduced recharge can impact domestic personal wells and result in low water yields. Chronic drought is becoming more common across Oregon lowering available groundwater and causing domestic personal wells to go dry.

Responsibilities of Households

Users of domestic personal wells should be informed about their wells. The following are resources to educate domestic well users about maintaining their domestic wells:

- Oregon State University [Well Water Program](#).
- Oregon Health Authority [Domestic Well Safety Program](#).
- National Environmental Health Association [Private Well Class](#).

When households find that their well output is decreasing, residents should start water conservation efforts and contact a licensed well driller or pump installer to verify the cause. Decreased output of water from a well may be due to drought or a maintenance issue. Households should work with a licensed well driller or pump installer to identify a solution. When water output from a well drops significantly or a well becomes dry, report the dry well to the Oregon Water Resources Department using its [Dry Well Reporting form](#).

The following are resources that jurisdictions can share with households experiencing dry domestic personal wells.

Organization or Agency	Resource	Details
Oregon Water Resources Department	Water Well Abandonment, Repair, and Replacement Fund (WARRF)	WARRF provides financial assistance to individual households or members of a federally recognized tribe in Oregon to permanently abandon, repair or replace a water well used for household purposes.
Rural Community Assistance Corporation	Household Water Well & Septic System Loan/Grant Programs	Provides loans and grants for wells and septic tanks for households in rural communities with income of \$31,713 or less.
Rural Community Assistance Corporation	Environmental Infrastructure Loans	Provides early funds small rural communities need to determine project feasibility and pay pre-development costs prior to receiving state and federal funding. Projects must be in rural areas with populations of 50,000 or less in RCAC's service region.
USDA Rural Development – Oregon Program	Rural Decentralized Water Systems Grant in Oregon	Helps qualified nonprofits and tribes create a revolving loan fund to increase access to clean, reliable water and septic systems for households in eligible rural areas.

Appendix C: Sample County Drought Declaration Resolution

ORS 536 Sample Declaration

IN THE MATTER OF DECLARING)
A STATE OF DROUGHT EMERGENCY) RESOLUTION #2022-03
IN HARNEY COUNTY)

THIS BEING the 16th Day of March, 2022 and a day set aside for a regular meeting of the Harney County Court and there being present Pete Runnels, County Judge; Kristen Shelman, County Commissioner and Patty Dorroh, County Commissioner; and

WHEREAS, information has been provided to the Harney County Court that a drought is occurring in Harney County and that protective actions may be or are required to protect the citizens of Harney County;

WHEREAS, the U.S. Secretary of Agriculture has designated Harney County as a contiguous disaster county due to drought, enabling producers in the County eligible for emergency aid, with a moderate drought monitor condition;

WHEREAS, the National Drought Mitigation Center has listed a large portion of Harney County as "Extreme Drought" with smaller portions listed as "Severe Drought" as of February 17, 2022.

WHEREAS, unless weather conditions improve substantially to above normal conditions, water users who rely on stored water will have a shortened water use season, and depending upon the priority date of their water right, water users who rely on stream flows will have substantially less water available and a shortened water use season;

WHEREAS, the above conditions will result in severe economic hardship to Harney County, including shortages of livestock forage, loss of agricultural interests, and increased chance of wildfire;

NOW, THEREFORE, BE IT RESOLVED that:

1. A state of emergency exists in Harney County due to drought conditions.
2. The Harney County Drought Emergency Management Plan has been implemented
3. Due to the state of emergency, the Harney County Court does hereby request and entreat the Honorable Kate Brown, Governor of the State of Oregon, to:
 - A. Declare a "State of Emergency," a drought, to exist in all of Harney County, Oregon under ORS 536; due to severe and continuing drought conditions beginning at this time and continuing for an unknown period of time; and Direct the Oregon Water Resources Department to provide all available means of assistance to Harney County agricultural producers; Temporary Transfers of

Water Rights, Emergency Water Use Permits, and Use of Existing Option/Agreement; and other federal and state drought assistance programs as needed.

- B. Direct Office of Emergency Management to coordinate and assist as needed, to address current and projected conditions in Harney County.
- C. Direct all other state agencies to coordinate with the above agencies and to provide appropriate state resources as determined necessary to assist those affected in Harney County.

DONE AND DATED this 16th day of March 2022.

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BEFORE AMENDMENT

Section 3.092. Flood Hazard Overlay Zone - FHO Zone

Purpose and objectives: It is the purpose of this Flood Hazard Overlay Zone to regulate the use of those areas subject to periodic flooding, to promote the public health, safety and general welfare and to minimize public and private losses due to flood conditions. In advancing these principles and the general purposes of the Rockaway Beach Comprehensive Plan and Zoning Ordinance, all new construction and substantial improvements in the Flood Hazard Overlay Zone shall ensure that the specific objectives of this zone are met.

1. To combine with the present zoning requirements certain restrictions made necessary for the known flood hazard areas to promote the general health, welfare and safety of the City.
2. To prevent the establishment of certain structures and land uses in areas unsuitable for human habitation because of the danger of flooding, unsanitary conditions, or other hazards.
3. To minimize the need for rescue and relief efforts associated with flooding.
4. To help maintain a stable tax base by providing for sound use and development in flood-prone areas and to minimize prolonged business interruptions.
5. To minimize damage to public facilities and utilities located in flood hazard areas.
6. To ensure that potential home and business buyers are notified that property is in a flood area.
7. To ensure that those who occupy the areas of special flood hazard assume responsibility for their actions.

AFTER AMENDMENT

Section 3.092. Flood Hazard Overlay Zone – FHO Zone

1. Statutory Authorization.

The State of Oregon has in ORS 197.175 delegated the responsibility to local governmental units to adopt floodplain management regulations designed to promote the public health, safety, and general welfare of its citizenry. Therefore, the City of Rockaway Beach does ordain as follows:

2. Finding of Fact.

- a. The flood hazard areas of the City of Rockaway Beach preserve the natural and beneficial 10 values served by floodplains but are subject to periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety, and general welfare.

- b. [These flood losses may be caused by the cumulative effect of obstructions in special flood hazard areas which increase flood heights and velocities, and when inadequately anchored, cause damage in other areas. Uses that are inadequately floodproofed, elevated, or otherwise protected from flood damage also contribute to flood loss.](#)

3. [Statement of Purpose.](#)

It is the purpose of this [ordinance](#) to promote the public health, safety and general welfare, and to minimize public and private losses due to flooding [in flood hazard areas by provisions designed to:](#)

- a. [Protect human life and health;](#)
- b. [Minimize expenditure of public money for costly flood control projects;](#)
- c. [Preserve natural and beneficial floodplain functions;](#)
- d. [Minimize the need for rescue and relief efforts associated with flooding \[and generally undertaken at the expense of the general public;\]\(#\)](#)
- e. [Minimize prolonged business interruptions;](#)
- f. [Minimize damage to public facilities and utilities \[such as water and gas mains; electric, telephone and sewer lines; and streets and bridges located in special flood hazard areas;\]\(#\)](#)
- g. [Help maintain a stable tax base by providing for the sound use and development of flood hazard areas so as to minimize blight areas caused by flooding;](#)
- h. [Notify](#) potential buyers that [the](#) property is in a [special flood hazard](#) area;
- i. [Notify](#) those who occupy special flood hazard [areas that they](#) assume responsibility for their actions;
- j. [Participate in and maintain eligibility for flood insurance and disaster relief.](#)

4. [Methods of Reducing Flood Losses.](#)

[In order to accomplish its purposes, this ordinance includes methods and provisions for:](#)

- a. [Restricting or prohibiting development which is dangerous to health, safety, and property due to water or erosion hazards, or which result in damaging increases in erosion or in flood heights or velocities;](#)
- b. [Requiring that development vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;](#)
- c. [Controlling the alteration of natural floodplains, stream channels, and natural protective barriers, which help accommodate or channel flood waters;](#)
- d. [Controlling filling, grading, dredging, and other development which may increase flood damage;](#)
- e. [Preventing or regulating the construction of flood barriers which will unnaturally divert flood waters or may increase flood hazards in other areas.](#)
- f. [Employing a standard of “no net loss” of natural and beneficial floodplain functions.](#)

BEFORE AMENDMENT

Section 3.093. Definitions.

Unless specifically defined below, words or phrases used in this ordinance shall be interpreted so as to give them the meaning they have in common usage and to give this ordinance its most reasonable application.

1. Area of Shallow Flooding.
Means a designated AO, AH, AR/AO, AR/AH, or VO zone on a community's Flood Insurance Rate Map (FIRM) with a 1 percent or greater annual chance of flooding to an average depth of 1 to 3 feet where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.
2. Area of Special Flood Hazard.
The land in the flood plain subject to a one percent or greater chance of flooding in any given year. Designation on maps always include the letter A or V.
3. Base Flood.
A flood having a one percent chance of being equaled or exceeded in any given year.
4. Basement.
Any area of the building having its floor subgrade (below ground level) on all sides.
5. Below Grade Crawlspace.
Means an enclosed area below the Base Flood Elevation in which the interior grade does not exceed 2 feet below the lowest adjacent exterior grade and the height, measured from the interior grade of the crawlspace to the bottom of the lowest horizontal structural member of the lowest floor does not exceed 4 feet at any point.
6. Breakaway Walls.
Means a wall that is not a part of the structural support of the building and is intended through its design and construction to collapse under specific lateral loading forces, without causing damage to the elevated portion of the building or supporting foundation system.
7. Coastal High Hazard Area.
An area of special flood hazard extending from offshore to the inland limit of a primary frontal dune along an open coast and any other area subject to high velocity wave action from storms or seismic sources. The map is designated on a FIRM as Zone VI-30 or VE Zone.
8. Critical Facility.
A facility for which even a slight chance of flooding might be too great. Critical facilities include, but are not limited to schools, nursing homes, hospitals police, fire and emergency response installations, installations which produce, use or store hazardous materials or hazardous waste.
9. Development.
Any man-made change to improved or unimproved real property, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of equipment or materials.
10. Elevated Building.

For insurance purposes, a nonbasement building which has its lowest elevated floor raised above ground level by foundation walls, shear walls, post, piers, pilings, or columns.

11. Flood or Flooding.

- a. A general and temporary condition of partial or complete inundation of normally dry land areas from:
 - i. The overflow of inland or tidal waters.
 - ii. The unusual and rapid accumulation or runoff of surface waters from any source.
 - iii. Mudslides (i.e., mudflows) which are proximately caused by flooding as defined in paragraph (a)(2) of this definition and are akin to a river of liquid and flowing mud on the surfaces of normally dry land areas, as when earth is carried by a current of water and deposited along the path of the current.
- b. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding as defined in paragraph (a)(1) of this definition.

12. Flood Insurance Rate Map (FIRM).

The official map on which the Federal Insurance Administrator has delineated both the areas of special flood hazards and the risk premium zones applicable to the community. A FIRM that has been made available digitally is called a Digital Flood Insurance Rate Map (DFIRM).

13. Flood Insurance Study.

An examination, evaluation and determination of flood hazards and, if appropriate, corresponding water surface elevations, or an examination, evaluation and determination of mudslide (i.e., mudflow) and/or flood-related erosion hazards.

14. Floodway.

The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height.

15. Lowest Floor.

The lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access or storage in an area other than a basement area, is not considered a building's lowest floor, provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of this ordinance found in Section 3.096(6) (a).

16. Manufactured Dwelling.

A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term "manufactured dwelling" does not include a "recreational vehicle".

17. Manufactured Dwelling Park or Subdivision.

A parcel (or contiguous parcels) of land divided into two or more manufactured dwelling lots for rent or sale.

a. Existing manufactured Dwelling Park or Subdivision:

Is one in which the construction of facilities for servicing the lots on which the manufactured dwellings are to be affixed is completed before the effective date of Rockaway Beach's floodplain management regulations. (July 25, 1978) The construction of facilities includes, at a minimum, the installation of utilities, construction of streets, and either final site grading or the pouring of concrete pads.

18. Mean Sea Level (MSL).

The average height of the sea for all stages of the tide.

19. New Construction.

Means, for the purposes of determining insurance rates, structures for which the “start of construction” commenced on or after the effective date of an initial FIRM or after December 31, 1974, whichever is later, and includes any subsequent improvements to such structures. For floodplain management purposes, new construction means structures for which the start of construction commenced on or after the effective date of a floodplain management regulation adopted by a community and includes any subsequent improvements to such structures.

20. Start of Construction.

Includes substantial improvement, and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured dwelling on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

21. Structure.

A walled and roofed building, including a gas or liquid storage tank that is principally above ground, as well as a manufactured dwelling and a modular or temporary building. Structure, for insurance purposes, means:

- a. A building with two or more outside rigid walls and a fully secured roof, that is affixed to a permanent site;
- b. A manufactured dwelling (“a manufactured dwelling,” also known as a mobile home, is a structure: built on a permanent chassis, transported to its site in one or more sections, and affixed to a permanent foundation); or

- c. A travel trailer without wheels, built on a chassis and affixed to a permanent foundation, that is regulated under the community's floodplain management and building ordinances or laws.

For the latter purpose, "structure" does not mean a recreational vehicle or a park trailer or other similar vehicle, except as described in paragraph (3) of this definition, or a gas or liquid storage tank.

22. Substantial Improvement.

Any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the "start of construction" of the improvement. This term includes structures which have incurred "substantial damage", regardless of the actual repair work performed. The term does not, however, include either:

- a. Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions or
- b. Any alteration of a "historic structure", provided that the alteration will not preclude the structure's continued designation as a "historic structure".

23. Reinforced Pier.

At a minimum, a reinforced pier must have a footing adequate to support the weight of the manufactured home under saturated soil conditions. Concrete blocks may be used if vertical steel reinforcing rods are placed in the hollows of the blocks and the hollows are filled with concrete or high strength mortar. Dry stacked concrete blocks do not constitute reinforced piers.

24. Substantial Damage.

Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

25. Recreational Vehicle.

A vehicle which is (1) built on a single chassis, (2) 400 square feet or less when measured at the largest horizontal projection, (3) designed to be self-propelled or permanently towable by a light duty truck, and (4) designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

26. Recreational Vehicle, Highway Ready.

A recreational vehicle that is on wheels or a jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions.

27. Special Flood Hazard Area (SFHA).

Areas subject to having a one percent or greater chance of a flood exceeding the base flood in any given year.

AFTER AMENDMENT

Section 3.093. Definitions.

Unless specifically defined below, words or phrases used in this ordinance shall be interpreted so as to give them the meaning they have in common usage.

Appeal: [A request for a review of the interpretation of any provision of this ordinance or a request for a variance.](#)

Area of Shallow Flooding: [A](#) designated [zone](#) AO, AH, AR/AO, [or](#) AR/AH on a community's Flood Insurance Rate Map (FIRM) with a [one](#) percent or greater annual chance of flooding to an average depth of [one](#) to [three](#) feet where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.

Area of Special Flood Hazard: The land in the floodplain [within a community](#) subject to a one percent or greater chance of flooding in any given year. [It is shown on the Flood Insurance Rate Map \(FIRM\) as Zone A, AO, AH, A1-30, AE, A99, AR, V, V1-30, VE. "Special flood hazard area" is synonymous in meaning and definition with the phrase "area of special flood hazard".](#)

Base Flood: [The](#) flood having a one percent chance of being equaled or exceeded in any given year.

Basement: Any area of the building having its floor subgrade (below ground level) on all sides.

Below Grade Crawlspace: [An](#) enclosed area below the Base Flood Elevation in which the interior grade does not exceed [two](#) feet below the lowest adjacent exterior grade and the height, measured from the interior grade of the crawlspace to the bottom of the [top of the crawlspace foundation](#), does not exceed [four](#) feet at any point.

Breakaway Walls: [A](#) wall that is not a part of the structural support of the building and is intended through its design and construction to collapse under specific lateral loading forces, without causing damage to the elevated portion of the building or supporting foundation system.

Coastal High Hazard Area: An area of special flood hazard extending from offshore to the inland limit of a primary frontal dune along an open coast and any other area subject to high velocity wave action from storms or seismic sources.

Critical Facility: [A](#) facility for which even a slight chance of flooding might be too great. Critical facilities include, but are not limited to schools, nursing homes, hospitals police, fire and emergency response installations, installations which produce, use or store hazardous materials or hazardous waste.

Development: Any man-made change to improved or unimproved real property, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of equipment or materials.

Elevated Building: For insurance purposes, a nonbasement building which has its lowest elevated floor raised above ground level by foundation walls, shear walls, post, piers, pilings, or columns.

Fill: Placement of any materials such as soil, gravel, crushed stone, or other materials that change the elevation of the floodplain. The placement of fill is considered “development.”

Fish Accessible Space: The volumetric space available to fish to access.

Fish Egress-able Space: The volumetric space available to fish to exit or leave from.

Flood or Flooding:

1. A general and temporary condition of partial or complete inundation of normally dry land areas from:
 - a. The overflow of inland or tidal waters.
 - b. The unusual and rapid accumulation or runoff of surface waters from any source.
 - c. Mudslides (i.e., mudflows) which are proximately caused by flooding as defined in paragraph (a)(2) of this definition and are akin to a river of liquid and flowing mud on the surfaces of normally dry land areas, as when earth is carried by a current of water and deposited along the path of the current.
2. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding as defined in paragraph (a)(1) of this definition.

Flood Elevation Study: See “Flood Insurance Study”.

Flood Insurance Rate Map (FIRM): The official map [of a community](#), on which the Federal Insurance Administrator has delineated both the special flood hazards [areas](#) and the risk premium zones applicable to the community. A FIRM that has been made available digitally is called a Digital Flood Insurance Rate Map (DFIRM).

Flood Insurance Study (FIS): An examination, evaluation and determination of flood hazards and, if appropriate, corresponding water surface elevations, or an examination, evaluation and determination of mudslide (i.e., mudflow) and/or flood-related erosion hazards.

Flood Proofing: Any combination of structural and nonstructural additions, changes, or adjustments to structures which reduce or eliminate risk of flood damage to real estate or improved real property, water and sanitary facilities, structures, and their contents.

Floodway: The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. [Also referred to as "Regulatory Floodway."](#)

Functionally Dependent Use: [A use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, and does not include long term storage or related manufacturing facilities.](#)

Green Infrastructure: [Use of natural or human-made hydrologic features to manage water and provide environmental and community benefits. Green infrastructure uses management approaches and technologies that use, enhance, and/or mimic the natural hydrologic cycle processes of infiltration, evapotranspiration, and reuse. At a large scale, it is an interconnected network of green space that conserves natural systems and provides assorted benefits to human populations. At a local scale, it manages stormwater by infiltrating it into the ground where it is generated using vegetation or porous surfaces, or by capturing it for later reuse. Green infrastructure practices can be used to achieve no net loss of pervious surface by creating infiltration of stormwater in an amount equal to or greater than the infiltration lost by the placement of new impervious surface.](#)

Habitat Restoration Activities: [Activities with the sole purpose of restoring habitats that have only temporary impacts and long-term benefits to habitat. Such projects cannot include ancillary structures such as a storage shed for maintenance equipment, must demonstrate that no rise in the BFE would occur as a result of the project and obtain a CLOMR and LOMR, and have obtained any other required permits \(e.g., CWA Section 404 permit\).](#)

Hazard Trees: [Standing dead, dying, or diseased trees or ones with a structural defect that makes it likely to fail in whole or in part and that present a potential hazard to a structure or as defined by the community.](#)

Highest Adjacent Grade: [The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.](#)

Historic Structure: [Any structure that is:](#)

- [1. Listed individually in the National Register of Historic Places \(a listing maintained by the Department of Interior\) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register; The overflow of inland or tidal waters.](#)
- [2. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;](#)
- [3. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of Interior; or](#)

4. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
 - a. By an approved state program as determined by the Secretary of the Interior or
 - b. Directly by the Secretary of the Interior in states without approved programs.

Hydraulically Equivalent Elevation: A location (e.g., a site where no net loss standards are implemented) that is approximately equivalent to another (e.g., the impacted site) relative to the same 100-year water surface elevation contour or base flood elevation. This may be estimated based on a point that is along the same approximate line perpendicular to the direction of flow.

Hydrologically Connected: The interconnection of groundwater and surface water such that they constitute one water supply and use of either results in an impact to both.

Impervious Surface: A surface that cannot be penetrated by water and thereby prevents infiltration and increases the amount and rate of surface water runoff, leading to erosion of stream banks, degradation of habitat, and increased sediment loads in streams. Such surfaces can accumulate large amounts of pollutants that are then “flushed” into local water bodies during storms and can also interfere with recharge of groundwater and the base flows to water bodies.

Low Impact Development: An approach to land development (or redevelopment) that works with nature to manage stormwater as close to its source as possible. It employs principles such as preserving and recreating natural landscape features and minimizing effective imperviousness to create functional and appealing site drainage that treats stormwater as a resource rather than a waste product. Low Impact Development refers to designing and implementing practices that can be employed at the site level to control stormwater and help replicate the predevelopment hydrology of the site. Low impact development helps achieve no net loss of pervious surface by infiltrating stormwater in an amount equal to or greater than the infiltration lost by the placement of new impervious surface. Low impact development is a subset of green infrastructure.

Lowest Floor: The lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access or storage in an area other than a basement area, is not considered a building's lowest floor, provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of this ordinance.

Manufactured Dwelling: A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term “manufactured dwelling” does not include a “recreational vehicle” and is synonymous with “manufactured home”.

Manufactured Dwelling Park or Subdivision: A parcel (or contiguous parcels) of land divided into two or more manufactured dwelling lots for rent or sale.

Mean Higher-High Water: The average of the higher-high water height of each tidal day observed over the National Tidal Datum Epoch.

Mean Sea Level (MSL): For purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929 or other datum, to which Base Flood Elevations shown on a community's Flood Insurance Rate Map are referenced.

New Construction: For floodplain management purposes, “new construction” means structures for which the “start of construction” commenced on or after the effective date of a floodplain management regulation adopted by [the City of Rockaway Beach](#) and includes any subsequent improvements to such structures.

No Net Loss: A standard where adverse impacts must be avoided or offset through adherence to certain requirements so that there is no net change in the function from the existing condition when a development application is submitted to the state, tribal, or local jurisdiction. The floodplain functions of floodplain storage, water quality, and vegetation must be maintained.

Offsite: Mitigation occurring outside of the project area.

Onsite: Mitigation occurring within the project area.

Ordinary High Water Mark: The line on the shore established by the fluctuations of water and indicated by physical characteristics such as a clear, natural line impressed on the bank; shelving; changes in the character of soil; destruction of terrestrial vegetation; the presence of litter and debris; or other appropriate means that consider the characteristics of the surrounding areas.

Qualified Professional: Appropriate subject matter expert that is defined by the community.

Reach: A section of a stream or river along which similar hydrologic conditions exist, such as discharge, depth, area, and slope. It can also be the length of a stream or river (with varying conditions) between major tributaries or two stream gages, or a length of river for which the characteristics are well described by readings at a single stream gage.

Recreational vehicle: A vehicle which is:

1. Built on a single chassis;
2. 400 square feet or less when measured at the largest horizontal projection;
3. Designed to be self-propelled or permanently towable by a light duty truck; and
4. Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

Riparian: Of, adjacent to, or living on, the bank of a river, lake, pond, or other water body.

Riparian Buffer Zone (RBZ): The outer boundary of the riparian buffer zone is measured from the ordinary high water line of a fresh waterbody (lake; pond; ephemeral, intermittent, or perennial

[stream\) or mean higher-high water line of a marine shoreline or tidally influenced river reach to 170 feet horizontally on each side of the stream or 170 feet inland from the MHHW. The riparian buffer zone includes the area between these outer boundaries on each side of the stream, including the stream channel. Where the RBZ is larger than the special flood hazard area, the no net loss standards shall only apply to the area within the special flood hazard area.](#)

Riparian Buffer Zone Fringe: [The area outside of the RBZ and floodway but still within the SFHA.](#)

Silviculture: [The art and science of controlling the establishment, growth, composition, health, and quality of forests and woodlands.](#)

Special Flood Hazard Area (SFHA): [See “Area of Special Flood Hazard” for this definition.](#)

Start of Construction: Includes substantial improvement; and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement, or other improvement was within 180 days [from](#) the date [of the permit](#). The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured dwelling on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

Structure: [For floodplain management purposes, a](#) walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured dwelling.

Substantial Damage: Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

Substantial Improvement: Any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the “start of construction” of the improvement. This term includes structures which have incurred “substantial damage”, regardless of the actual repair work performed. The term does not, however, include either:

- a. Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions; or

- b. Any alteration of a “historic structure”, provided that the alteration will not preclude the structure’s continued designation as a “historic structure”.

Undeveloped Space: The volume of flood capacity and fish-accessible/egress-able habitat from the existing ground to the Base Flood Elevation that is undeveloped. Any form of development including, but not limited to, the addition of fill, structures, concrete structures (vaults or tanks), pilings, levees and dikes, or any other development that reduces flood storage volume and fish accessible/egress-able habitat must achieve no net loss.

Variance: A grant of relief by the City of Rockaway Beach from the terms of a flood plain management regulation.

Violation: The failure of a structure or other development to be fully compliant with the community’s floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in this ordinance is presumed to be in violation until such time as that documentation is provided.

BEFORE AMENDMENT

Section 3.094. General Provisions.

1. Lands To Which This Ordinance Applies. This ordinance shall apply to all areas of special flood hazards (Flood Hazard Overlay Zone) in combination with present zoning requirements within the jurisdiction of the City of Rockaway Beach.
2. Basis For Establishing The Areas Of Special Flood Hazard. The areas of special flood hazard identified by the Federal Insurance Administrator through a scientific and engineering report entitled 'The Flood Insurance Study for the Tillamook County, Oregon and incorporated areas dated September 28, 2018, with accompanying Flood Insurance Rate Maps and any revision thereto is hereby adopted by reference and declared to be a part of this Ordinance. The Flood Insurance Study is on file at Rockaway Beach City Hall.
3. Compliance. No structure or land shall hereafter be located, extended, converted or altered without full compliance with the terms of this ordinance and other applicable regulations.
4. Warning and Disclaimer of Liability. The degree of flood protection required by this ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur on rare occasions. Flood heights may be increased by man-made or natural causes. This ordinance does not imply land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages. The ordinance shall not create liability on the part of the City of Rockaway Beach, or any officer or employee thereof, for any flood damages that result from reliance on this ordinance or any administrative decision lawfully made thereunder.

AFTER AMENDMENT

Section 3.094. General Provisions.

1. **Lands To Which This Ordinance Applies.** This ordinance shall apply to all special flood hazards [areas](#) within the jurisdiction of the City of Rockaway Beach.
2. **Basis For Establishing The Areas Of Special Flood Hazard.** The special flood hazard [areas](#) identified by the Federal Insurance Administrator through a scientific and engineering report entitled “The Flood Insurance Study for Tillamook County, Oregon and incorporated areas”, dated September 28, 2018, with accompanying Flood Insurance Rate Maps ([FIRMs](#)) [4105C0377F, 41057C0381F, 14057C0214F, and 41057C0218F](#) are hereby adopted by reference and declared to be a part of this ordinance. The [FIS and FIRM panels are](#) on file at Rockaway Beach City Hall.
3. **Coordination with State of Oregon Specialty Codes.** Pursuant to the requirement established in ORS 455 that the City of Rockaway Beach administers and enforces the State of Oregon Specialty Codes, the City of Rockaway Beach does hereby acknowledge that the Oregon Specialty Codes contain certain provisions that apply to the design and construction of buildings and structures located in special flood hazard areas. Therefore, this ordinance is intended to be administered and enforced in conjunction with the Oregon Specialty Codes.
4. **Compliance and Penalties for Noncompliance.**
 - a. **Compliance.** [All development within special flood hazard areas is subject to the terms of this ordinance and required to comply with its provisions and all other applicable regulations.](#)
 - b. **Penalties for Noncompliance.** [No structure or land shall hereafter be constructed, located, extended, converted, or altered without full compliance with the terms of this ordinance and other applicable regulations. Violations of the provisions of this ordinance by failure to comply with any of its requirements \(including violations of conditions and safeguards established in connection with conditions\) and penalties for noncompliance are established under Section 11.500. Nothing contained herein shall prevent the City of Rockaway Beach from taking such other lawful action as is necessary to prevent or remedy any violation.](#)
5. **Abrogation and Severability.**
 - a. **Abrogation.** [This ordinance is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this ordinance and another ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.](#)

b. **Severability.**

This ordinance and the various parts thereof are hereby declared to be severable. If any section clause, sentence, or phrase of the ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way effect the validity of the remaining portions of this ordinance.

6. **Interpretation.**

In the interpretation and application of this ordinance, all provisions shall be:

- a. Considered as minimum requirements;
- b. Liberal construed in favor of the governing body; and
- c. Deemed neither to limit nor repeal any other powers granted under state statutes.

7. **Warning and Disclaimer of Liability.**

a. **Warning.**

The degree of flood protection required by this ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur on rare occasions. Flood heights may be increased by man-made or natural causes. This ordinance does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages.

b. **Disclaimer of Liability.**

This ordinance shall not create liability on the part of the City of Rockaway Beach, any officer or employee thereof, or the Federal Insurance Administrator for any flood damages that result from reliance on this ordinance or any administrative decision lawfully made hereunder.

BEFORE AMENDMENT

Section 3.095. Administration.

1. **Establishment of Development Permit.**

A Development Permit shall be obtained before construction or development begins within any area of special flood hazard established in Section 3.094(2). The permit shall be for all structures including manufactured homes, as set forth in the "definitions" and for all developments including fill and other activities, also as set forth in the "definitions". Application for a Development Permit shall be made to the City and shall specifically include the following information:

- a. Elevation in relation to mean sea level, of the lowest floor (including basement) of all structures.
- b. Elevation in relation to mean sea level to which any structure has been floodproofed.

- c. Certification by an appropriately qualified registered professional engineer or architect that the floodproofing method for any non-residential structure meets the floodproofing criteria in Section 3.096(6) (b).
- d. Description of the extent to which any watercourse will be altered or relocated as a result of proposed development.
- e. An engineered or City approved stormwater drainage site plan designed to prevent the increase of adverse impacts caused by development in the flood zone.

2. Duties and Responsibilities.

The duties of the City shall include, but not be limited to permit review:

- a. Review of all development permits to determine that the permit requirements of this ordinance have been satisfied.
- b. Review all development permits to require that all necessary permits have been obtained from those federal, state or local governmental agencies from which prior approval is required.
- c. Review all development permits in the area of special flood hazard to determine if the proposed development adversely affects the flood carrying capacity of the area.
- d. Review all development permit applications to determine if the proposed development qualifies as a “critical facility”, as set forth in the “DEFINITIONS”. If the development qualifies as a “critical facility”, assure that the provisions of section 3.098 are complied with.
- e. Provide Base Flood Elevation and Freeboard
 - i. When base flood elevation has been provided, the local floodplain administrator shall provide it to the Building Official along with freeboard requirements established in Section 3.096.
- f. Requirement to Submit New Technical Data.
 - i. Notify FEMA within six months of project completion when an applicant had obtained a Conditional Letter of Map Revision (CLOMR) from FEMA, or when development altered a watercourse, modified floodplain boundaries, or modified Base Flood Elevations. This notification shall be provided as a Letter of Map Revision (LOMR).
 - ii. The property owner shall be responsible for preparing technical data to support the LOMR application and paying any processing or application fees to FEMA.

3. Uses of Other Base Flood Data.

When base flood elevation data has not been provided in accordance with Section 3.094 (2), Basis for Establishing the Areas of Special Flood Hazard, the City shall obtain, review and reasonably utilize any base flood elevation data available from a federal, state or other source, in order to administer Section 3.096(6) (a), Specific Standards, Residential Construction, and Section 3.096(6)(b), Specific Standards, Non-residential Construction.

4. Information to be Obtained and Maintained.

Where base flood elevation data is provided through the Flood Insurance Study or required as in Section 3.095(3) the city shall:

- a. Verify and record actual elevation (in relation to Mean Sea Level) of the lowest floor (including basement) of all new or substantially improved structures and whether or not the structure contains a basement.
 - b. For all new or substantially improved floodproofed structures:
 - i. verify and record the actual elevation (in relation to Mean Sea Level), and
 - ii. maintain the floodproofing certifications required in Section 3.096(i)(c).
 - c. Maintain for public inspection all records pertaining to the provisions of this ordinance.
 - d. In coastal high hazard areas, certification shall be obtained from a registered professional engineer or architect that the structure is securely anchored to adequately anchored pilings or columns in order to withstand velocity waters.
5. Alterations of Watercourses.

The City shall:

 - a. Notify adjacent communities, the Department of Land Conservation and Development, and other appropriate federal and state agencies prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Insurance Administration.
 - b. Require that an engineered stormwater drainage plan and maintenance plan is provided within the altered or relocated portion of said watercourse, so that the flood carrying capacity is not diminished.
6. Interpretation of FIRM Boundaries.

The City shall make interpretations where needed, as to the exact location of the boundaries of the areas of special flood hazards (for example, where there appears to be a conflict between a mapped boundary and actual field conditions). The person contesting the location of the boundary shall be given a reasonable opportunity to appeal the interpretations as provided in Section 3.095(7).
7. Appeals and Variance Procedures.
 - a. An appeal of a ruling or interpretation regarding a requirement of this ordinance shall be as established in Section 11.070(1).
 - b. The Planning Commission shall hear and decide appeals when it is alleged there is an error in any interpretation, requirement, decision, or determination in the enforcement or administration of this ordinance.
 - c. An action or ruling of the Planning Commission may be appealed pursuant to Section 11.030(2).
 - d. Variances may be issued for the rehabilitation, or restoration of structures listed on the National Register of Historic Places or the Statewide Inventory of Historic Properties, without regard to the procedures set forth in this section, provided that the alteration will not preclude the structure's continued designation as a "historic structure."
 - e. Variances shall not be issued within a designated floodway if any increase in flood levels during the base flood discharge would result.
 - f. Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
 - g. Variances shall only be issued upon:

- i. A showing of good and sufficient cause;
 - ii. A determination that failure to grant the variance would result in exceptional hardship to the applicant;
 - iii. A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public as identified in this section, or conflict with existing local laws or ordinances.
 - h. Variances as interpreted in the National Flood Insurance Program are based on the general zoning law principle that they pertain to a physical piece or property; they are not personal in nature and do not pertain to the structure, its inhabitants, economic or financial circumstances. They primarily address small lots in densely populated residential neighborhoods. As such, variances from the flood elevations should be quite rare.
 - i. Variances may be issued for nonresidential buildings in very limited circumstances to allow a lesser degree of floodproofing than watertight or dry-floodproofing, where it can be determined that such action will have low damage potential, complies with all other variance criteria except subsection (1), and otherwise complies with Sections 3.065(1) – 3.065(3).
 - j. The administrative procedure for hearing a variance shall be as established in Section 8.050.
 - k. When a variance is granted, the City shall give written notice that the structure or manufactured home will be allowed to be built or placed with the lowest floor elevation at or below the base flood elevation, and that:
 - i. The issuance of the variance to construct a structure below the base flood level will result in a cost of flood insurance that will be commensurate with the increased risk resulting from the lower floor elevation and
 - ii. Such construction below the base flood level increases risk to life and property. Such notification shall be maintained with a record of all variance actions.
 - l. The local floodplain administrator shall maintain the records of all appeal actions and report any variances to the Federal Insurance Administration upon request.
8. Review of Building Permits.
- Where elevation data is not available either through the Flood Insurance Study or from another administrative source (Section 3.095(3)), applications for building permits shall be reviewed to assure that proposed construction will be reasonably safe from flooding. The test of reasonableness is a local judgment and includes use of historical data, high water marks, photographs of past flooding, etc., where available. Failure to elevate at least two feet above grade in these zones may result in higher insurance rates.

AFTER AMENDMENT

Section 3.095. Administration.

1. Designation of the Floodplain Administrator.

The City Manager, or their designee, is hereby appointed to administer, implement, and enforce this ordinance by granting or denying development permits in accordance with its provisions. The Floodplain Administrator may delegate authority to implement these provisions.

2. **Duties and Responsibilities of the Floodplain Administrator.**

The duties of the floodplain administrator, or their designee, shall include, but not be limited to:

a. **Permit Review.**

Review of all development permits to determine:

- i. That the permit requirements of this ordinance have been satisfied;
- ii. That all other required local, state, and federal permits have been obtained and approved;
- iii. If the proposed development is located in a floodway. If located in the floodway assure that the floodway provisions of this ordinance in section 3.096.2.d are met; and
- iv. If the proposed development is located in an area where Base Flood Elevation (BFE) data is available either through the Flood Insurance Study (FIS) or from another authoritative source. If BFE data is not available then ensure compliance with the provisions of sections 3.096.1.g; and
- v. If the proposed development qualifies as a substantial improvement as defined in section 3.093.
- vi. If the proposed development activity is a watercourse alteration. If a watercourse alteration is proposed, ensure compliance with the provisions in section 3.096.1.a.
- vii. If the proposed development activity includes the placement of fill or excavation.
- viii. Whether the proposed development activity complies with the no net loss standards in section 3.099.

b. **Information to be Obtained and Maintained.**

The following information shall be obtained and maintained and shall be made available for public inspection as needed:

- i. Obtain, record, and maintain the actual elevation (in relation to mean sea level) of the lowest floor (including basements) and all attendant utilities of all new or substantially improved structures where Base Flood Elevation

(BFE) data is provided through the Flood Insurance Study (FIS), Flood Insurance Rate Map (FIRM), or obtained in accordance with section 3.096.1.g.

- ii. Obtain and record the elevation (in relation to mean sea level) of the natural grade of the building site for a structure prior to the start of construction and the placement of any fill and ensure that the requirements of sections 3.096.2.d, 3.096.3.a.vi, 3.095.2.a.ii are adhered to.
- iii. Upon placement of the lowest floor of a structure (including basement) but prior to further vertical construction, obtain documentation, prepared and sealed by a professional licensed surveyor or engineer, certifying the elevation (in relation to mean sea level) of the lowest floor (including basement).
- iv. Where Base Flood Elevation data are utilized, obtain as-built certification of the elevation (in relation to mean sea level) of the lowest floor (including basement) prepared and sealed by a professional licensed surveyor or engineer, prior to the final inspection.
- v. Maintain all Elevation Certificates (EC) submitted to the community;
- vi. Obtain, record, and maintain the elevation (in relation to mean sea level) to which the structure and all attendant utilities were floodproofed for all new or substantially improved floodproofed structures where allowed under this ordinance and where Base Flood Elevation (BFE) data is provided through the FIS, FIRM, or obtained in accordance with section 3.096.1.g.
- vii. Maintain all floodproofing certificates required under this ordinance;
- viii. Record and maintain all variance actions, including justification for their issuance;
- ix. Obtain and maintain all hydrologic and hydraulic analyses performed as required under section 3.096.2.d.
- x. Record and maintain all Substantial Improvement and Substantial Damage calculations and determinations as required under section 3.095.2.d.
- xi. Documentation of how no net loss standards have been met.
- xii. Maintain for public inspection all records pertaining to the provisions of this ordinance.

c. Requirement to Notify Other Entities and Submit New Technical Data.

i. Community Boundary Alterations.

The Floodplain Administrator shall notify the Federal Insurance Administrator in writing whenever the boundaries of the community have been modified by annexation or the community has otherwise assumed authority or no longer has authority to adopt and enforce floodplain management regulations for a particular area, to ensure that all Flood Hazard Boundary Maps (FHBM) and Flood Insurance Rate Maps (FIRM) accurately represent the community's boundaries. Include within such notification a copy of a map of the community suitable for reproduction, clearly delineating the new corporate limits or new area for which the community has assumed or relinquished floodplain management regulatory authority.

ii. **Watercourse Alterations.**

Notify adjacent communities, the Department of Land Conservation and Development, and other appropriate state and federal agencies, prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Insurance Administration. This notification shall be provided by the applicant to the Federal Insurance Administration as a Letter of Map Revision (LOMR) along with either:

1. A proposed maintenance plan to assure the flood carrying capacity within the altered or relocated portion of the watercourse is maintained; or
2. Certification by a registered professional engineer that the project has been designed to retain its flood carrying capacity without periodic maintenance.

The applicant shall be required to submit a Conditional Letter of Map Revision (CLOMR) when required under section 3.095.2.c.iii. Ensure compliance with all applicable requirements in sections 3.095.2.c.iii and 3.096.1.a.

iii. **Requirement to Submit New Technical Data.**

A community's Base Flood Elevations may increase or decrease resulting from physical changes affecting flooding conditions. As soon as practicable, but not later than six months after the date such information becomes available, a community shall notify the Federal Insurance Administrator of the changes by submitting technical or scientific data in accordance with Title 44 of the Code of Federal Regulations (CFR), Section 65.3. The community may require the applicant to submit such data and review fees required for compliance with this section through the applicable FEMA Letter of Map Change (LOMC) process.

The Floodplain Administrator shall require a Conditional Letter of Map Revision prior to the issuance of a floodplain development permit for:

1. Proposed floodway encroachments that increase the Base Flood Elevation; and
2. Proposed development which increases the Base Flood Elevation by more than one foot in areas where FEMA has provided Base Flood Elevations but no floodway.

An applicant shall notify FEMA within six months of project completion when an applicant has obtained a Conditional Letter of Map Revision (CLOMR) from FEMA. This notification to FEMA shall be provided as a Letter of Map Revision (LOMR).

d. **Substantial Improvement and Substantial Damage Assessment and Determinations.**

Conduct Substantial Improvement (SI) (as defined in section 3.093) reviews for all structural development proposal applications and maintain a record of SI calculations within permit files in accordance with section 3.095.2.b. Conduct Substantial Damage (SD) (as defined in section 3.093) assessments when structures are damaged due to a natural hazard event or other causes. Make SD determinations

[whenever structures within the special flood hazard area \(as established in section 3.094.2\) are damaged to the extent that the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.](#)

3. Establishment of Development Permit.

a. Floodplain Development Permit Required.

A [development permit](#) shall be obtained before construction or development begins within any area [horizontally within the](#) special flood hazard [area](#) established in [section 3.094\(2\)](#). The [development](#) permit shall be [required](#) for all structures, including manufactured [dwellings](#), and for all development, [as defined in section 3.093](#), including fill and other [development](#) activities.

b. Application for Development Permit.

[Application for a development permit may be made on forms furnished by the Floodplain Administrator and may include, but not be limited to, plans in duplicate drawn to scale showing the nature, location, dimensions, and elevations of the area in question; existing or proposed structures, fill, storage of materials, drainage facilities, and the location of the foregoing. Specifically the following information is required:](#)

- [i. In riverine flood zones, the proposed elevation \(in relation to mean sea level\), of the lowest floor \(including basement\) and all attendant utilities of all new and substantially improved structures; in accordance with the requirements of section 3.095.2.b.](#)
- [ii. In coastal flood zones \(V zones and coastal A zones\), the proposed elevation in relation to mean sea level of the bottom of the lowest structural member of the lowest floor \(excluding pilings and columns\) of all structures, and whether such structures contain a basement;](#)
- [iii. Proposed elevation in relation to mean sea level to which any non-residential structure will be floodproofed.](#)
- [iv. Certification by a registered professional engineer or architect licensed in the State of Oregon that the floodproofing method proposed for any non-residential structure meets the floodproofing criteria for non-residential structures in section 3.096.2.c.iii.](#)
- [v. Description of the extent to which any watercourse will be altered or relocated.](#)
- [vi. Base Flood Elevation data for subdivision proposals or other development when required per sections 3.095.2.a and 3.096.1.f.](#)
- [vii. Substantial improvement calculation for any improvement, addition, reconstruction, renovation, or rehabilitation of an existing structure.](#)
- [viii. The amount and location of any fill or excavation activities proposed.](#)

4. **Variance Procedure.**

The issuance of a variance is for floodplain management purposes only. Flood insurance premium rates are determined by federal statute according to actuarial risk and will not be modified by the granting of a variance.

a. **Conditions for Variances.**

- i. Generally, variances may be issued for new construction and substantial improvements to be erected on a lot of one-half acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, in conformance with the provisions of sections 3.095.3.a.iii, 3.095.3.a.v, and 3.095.3.b. As the lot size increases beyond one-half acre, the technical justification required for issuing a variance increases.
- ii. Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
- iii. Variances shall not be issued within a designated floodway if any increase in flood levels during the base flood discharge would result.
- iv. Variances shall only be issued upon:
 1. A showing of good and sufficient cause;
 2. A determination that failure to grant the variance would result in exceptional hardship to the applicant;
 3. A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.
- v. Variances may be issued by a community for new construction and substantial improvements and for other development necessary for the conduct of a functionally dependent use provided that the criteria of section 3.095.3.a.ii – 3.095.3.a.iv are met, and the structure or other development is protected by methods that minimize flood damages during the base flood and create no additional threats to public safety.
- vi. Variances shall not be issued unless it is demonstrated that the development will not result in net loss of the following proxies for the three floodplain functions in the SFHA: undeveloped space; pervious surface; or trees 6 inches dbh or greater (see Section 3.099 and associated options in Table 1).
- vii. The administrative procedure for hearing a variance shall be as established in section 8.050.

b. **Variance Notification.**

Any applicant to whom a variance is granted shall be given written notice that the issuance of a variance to construct a structure below the Base Flood Elevation will

result in [increased premium rates for](#) flood insurance [and](#) that [such construction below the Base Flood Elevation](#) increases risk to life and property. Such notification [and](#) record of all variance actions, [including justification for their issuance shall be maintained in accordance with section 3.095.1.b.](#)

BEFORE AMENDMENT

Section 3.096. Provisions for Flood Hazard Reduction.

General Standards:

In the Flood Hazard Overlay Zone (FHO Zone) the following provisions are required:

1. Anchoring.
 - a. All new construction and substantial improvement shall be anchored to prevent flotation, collapse, or lateral movement of the structure.
 - b. All manufactured dwellings must likewise be anchored to prevent flotation, collapse, or lateral movement, and shall be installed using methods and practices that minimize flood damage. Anchoring methods may include, but are not limited to, use of over-the-top or frame ties to ground anchors (reference FEMA's "Manufactured Home Installation in Flood Hazard Areas" guidebook for additional techniques). A certificate signed by a registered architect or engineer which certifies that the anchoring system is in conformance with FEMA regulations shall be submitted prior to final inspection approval.
2. Construction Materials and Methods.
 - a. All new construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage.
 - b. All new construction or substantial improvements shall be constructed by methods and practices that minimize flood damage.
 - c. Electrical, heating, ventilation, plumbing, and air-conditioning equipment, and other service facilities shall be elevated a minimum of one (1) foot above base flood elevation so as to prevent water from entering or accumulating within the components during conditions of flooding.
3. Utilities.
 - a. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system.
 - b. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters; and
 - c. On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding consistent with the Oregon Department of Environmental Quality.
4. Subdivision Proposals.
 - a. All subdivision proposals shall provide engineered plans consistent with the need to minimize flood damage.

- b. All subdivision proposals shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize flood damage.
- c. All subdivision proposals shall have adequate drainage provided to reduce exposure to flood damage.
- d. Where base flood elevation data has not been provided or is not available from another authoritative source, it shall be generated for subdivision proposals and other proposed developments which contain at least 50 lots or 5 acres (whichever is less).

5. Specific Standards.

In all areas of special flood hazards (FHO Zone) where base flood elevation data has been provided as set forth in Section 3.094(2), Basis For Establishing The Areas of Special Flood Hazard, or Section 3.095(3), Use of Other Base Flood Data, the following provisions are required:

a. Residential Construction.

New construction and substantial improvement of any residential structure shall have the lowest floor, including basement, elevated to a minimum of one (1) foot above the base flood elevation. Fully enclosed areas below the lowest floor that are subject to flooding are prohibited, or shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect and must meet or exceed the following minimum criteria:

- i. A minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided.
- ii. The bottom of all openings shall be no higher than one foot above grade.
- iii. Openings may be equipped with screens, louvers, or other coverings or devices, provided that they permit the automatic entry and exit of floodwaters.

b. Nonresidential Construction.

New construction and substantial improvement of any commercial, industrial, or other nonresidential structure shall either have the lowest floor, including basement, elevated to a minimum of one (1) foot above the base flood elevation, or, together with attendant utility and sanitary facilities, shall:

- i. Be floodproofed so that the portion of the structure that lies below the base flood level is watertight with walls substantially impermeable to the passage of water.
- ii. Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy.
- iii. Be certified by a registered professional engineer or architect that the design and methods of construction are in accordance with accepted standards of practice for meeting provisions of this subsection based on their development and/or review of the structural design, specifications and plans.

Such certifications shall be provided to the City as set forth in Section 3.095 (4)(b)(ii).

- iv. Nonresidential structures that are elevated, not floodproofed, must meet the same standards for space below the lowest floor as described in Section 3.096(6)(a).
- v. Applicants floodproofing nonresidential buildings shall be notified that flood insurance premiums will be based on rates that are one foot below the floodproofed level (e.g., a building constructed to the base flood level will be rated as one foot below that level).
- vi. Applicants shall supply a comprehensive Maintenance Plan for the entire structure to include but not limited to: exterior envelope of structure; all penetrations to the exterior of the structure; all shields, gates, barriers, or components designed to provide floodproofing protection to the structure; all seals or gaskets for shields, gates, barriers, or components; and, the location of all shields, gates, barriers, and components as well as all associated hardware, and any materials or specialized tools necessary to seal the structure.
- vii. Applicants shall supply an Emergency Action Plan (EAP) for the installation and sealing of the structure prior to a flooding event that clearly identifies what triggers the EAP and who is responsible for enacting the EAP.

c. Manufactured Dwellings.

Manufactured dwellings to be placed or substantially improved within areas of special flood hazard Zones A1-30, AH and AE shall meet the following requirements:

- i. Manufactured dwellings supported on solid foundation walls shall be constructed with flood openings that comply with the provisions of subsection 3.096(A)(6)(a);
- ii. Be elevated so that the bottom of the longitudinal chassis frame beam shall be at or above BFE;
- iii. Be anchored to prevent flotation, collapse, and lateral movement during the base flood. Anchoring methods may include, but are not limited to, use of over-the-top frame ties to ground anchors (Reference FEMA's "Manufactured Home Installation in Flood Hazard Areas" guidebook for additional techniques), and;
- iv. Electrical crossover connections shall be a minimum of 12 inches above BFE.

d. Recreational Vehicles.

Recreational vehicles may occupy a site in a Special Flood Hazard Area for periods of 180 consecutive days or less providing they are fully licensed and highway ready. Recreational vehicles that do not meet these criteria become manufactured dwellings and must comply with the standards for manufactured dwellings pursuant to Section 3.096(b)(c) of this ordinance.

6. Coastal High Hazard Area.

Coastal high hazard areas (V Zones) are located within the areas of special flood hazard established in Section 3.094. These areas have special flood hazards associated with high

velocity waters from tidal surges and, therefore, in addition to meeting all provisions in this ordinance, the following provisions shall also apply:

- a. All new construction and substantial improvements in Zones V-1-V30 and VE (V if base flood elevation data is available) shall be elevated on pilings and columns so that:
 - i. the bottom of the lowest horizontal structural member of the lowest floor (excluding the pilings or columns) is elevated at least one foot above the base flood elevation; and
 - ii. the pile or column foundation and structure attached thereto is anchored to resist flotation, collapse and lateral movement due to the effects of wind and water loads acting simultaneously on all building components. Wind and water loading values shall each have a one percent (1%) chance of being equaled or exceeded in any given year (100-year mean recurrence interval). A registered professional engineer or architect licensed in the State of Oregon shall certify the structural design, specifications and plans for the construction and shall certify that the design and methods of construction to be used are in accordance with accepted standards of practice for meeting the provisions of (i) and (ii) of Section 3.096(7)(a).
- b. Obtain the elevation (in relation to mean sea level) of the bottom of the lowest structural member of the lowest floor (excluding pilings and columns) of all new and substantially improved structures in zones V1-V30 and VE, and whether or not such structures contain a basement. The City shall maintain a record of all such information.
- c. All new construction shall be located landward of the reach of mean high tide.
- d. Provide that all new construction and substantial improvements have the space below the lowest floor either free of obstruction or screened with nonsupporting open wood latticework or insect screening intended to collapse under wind and water loads without causing collapse, displacement, or other structural damage to the elevated portion of the building or supporting foundation system.
 - i. the elevated portion of the building and supporting foundation system shall not be subject to collapse, displacement, or other structural damage due to the effects of wind and water loads acting simultaneously on all building components (structural and non-structural). Maximum wind and water loading values to be used in this determination shall each have a one percent (1%) chance of being equaled or exceeded in any given year (100-year mean recurrence interval).
- e. Space below the lowest horizontal structural member of the elevated structure shall be useable solely for parking of vehicles, building access, or storage. Such space shall not be used for human habitation.
- f. Prohibit the use of fill for structural support of buildings.
- g. Prohibit man-made alteration of sand dunes which would increase potential flood damage.
- h. If breakaway walls are utilized, enclosed space shall be useable solely for parking of vehicles, building access, or storage. Space shall not be used for habitation. For the

purpose of this section, a breakaway wall shall have a design safe loading resistance of not less than 10 and no more than 20 pounds per square foot.

- i. Manufactured dwellings to be placed or substantially improved on sites within Zones V1-30, V, VE, and Coastal A Zones shall meet the following requirements:
 - i. Comply with the provisions for new construction and substantial improvements in subsection 3.096(A)(7)(a) through (g), and (i).
 - ii. The bottom of the longitudinal chassis frame beam shall be elevated at minimum to one foot above the BFE.
 - iii. Electrical crossover connections shall be a minimum of 12 inches above BFE.
- j. Recreational vehicles may occupy a site within Zones V1-V30, V, and VE on the community's FIRM for periods of 180 days or less providing they are fully licensed and highway ready, on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions. Recreational vehicles that do not meet these criteria become manufactured dwellings and must meet the standards of this section.

7. Areas of Shallow Flooding (AO Zone).

Areas of shallow flooding appear on FIRMs as AO zones with depth designations. The base flood depths in these zones range from 1 to 3 feet where a clearly defined channel does not exist, or where the path of flooding is unpredictable usually characterized as sheet flow. In these areas, the following provisions apply:

- a. New construction and substantial improvements of residential structures, and manufactured dwellings within AO Zones shall have the lowest floor (including basement) elevated above the highest adjacent grade of the building site, a minimum of one (1) foot above the depth number specified on the FIRM (at least two (2) feet if no depth number is specified).
- b. New construction and substantial improvement of nonresidential structures shall, either:
 - i. have the lowest floor (including basement) elevated above the highest adjacent grade of the building site, a minimum of one (1) foot above the depth number specified on the FIRM (at least two (2) feet if no depth number is specified) or
 - ii. together with attendant utility and sanitary facilities, be completely floodproofed to or above highest adjacent grade of the building so that any space below that level is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy. If this method is used, compliance shall be certified by a registered professional engineer or architect.
- c. Require the installation of an engineered or City approved stormwater drainage plan to ensure adequate drainage paths around structures on slopes to guide floodwaters around and away from proposed structures to prevent adverse impacts to surrounding properties.
- d. Recreational vehicles may occupy a site within AO Zones for periods of 180 days or less providing they are fully licensed and highway ready, on its wheels or jacking

system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions. Recreational vehicles that do not meet these criteria become manufactured dwellings and must meet the standards of 3.096(A)(8)(a).

8. In areas where a regulatory floodway has not been designated, no new construction, substantial improvements, or other development (including fill) shall be permitted within Zones A1 – A30 and AE on the community's FIRM, unless it is demonstrated that the cumulative effect of the proposed development, when combined with other existing and anticipated development, will not increase the water surface elevation of the base flood more than one foot at any point within the community.

AFTER AMENDMENT

Section 3.096. Provisions for Flood Hazard Reduction.

1. General Standards.

In [all special flood hazard areas](#), the [no net loss standards and the following standards shall be adhered to](#):

a. Alteration of Watercourses.

[Require that the flood carrying capacity within the altered or relocated portion of said watercourse is maintained. Require that maintenance is provided within the altered or relocated portion of said watercourse to ensure that the flood carrying capacity is not diminished. Require compliance with sections 3.095.2.c.ii and 3.095.2.c.iii.](#)

b. Anchoring.

- i. All new construction and substantial improvement shall be anchored to prevent flotation, collapse, or lateral movement of the structure [resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy](#).
- ii. All manufactured dwellings [shall](#) be anchored [per section 3.095.2.c.iv](#).

c. Construction Materials and Methods.

- i. All new construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage.
- ii. All new construction [and](#) substantial improvements shall be constructed [using](#) methods and practices that minimize flood damage.

d. Utilities and Equipment.

i. Water Supply, Sanitary Sewer, and On-Site Waste Disposal Systems.

1. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system.
2. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters.

3. On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding consistent with the Oregon Department of Environmental Quality.
- ii. **Electrical, Mechanical, Plumbing, and Other Equipment.**
Electrical, heating, ventilating, air-conditioning, plumbing, duct systems, and other equipment and service facilities shall be elevated one-foot or more above the base flood level or shall be designed and installed to prevent water from entering or accumulating within the components and to resist hydrostatic and hydrodynamic loads and stresses, including the effects of buoyancy, during conditions of flooding. In addition, electrical, heating, ventilating, air-conditioning, plumbing, duct systems, and other equipment and service facilities shall:
 1. If replaced as part of a substantial improvement shall meet all the requirements of this section.
 2. Not be mounted on or penetrate through breakaway walls.
- e. **Tanks.**
 - i. Underground tanks shall be anchored to prevent flotation, collapse and lateral movement under conditions of the base flood.
 - ii. Above-ground tanks shall be installed one-foot or more above the base flood level or shall be anchored to prevent flotation, collapse, and lateral movement under conditions of the base flood.
 - iii. In coastal flood zones (V Zones or coastal A Zones) when elevated on platforms, the platforms shall be cantilevered from or knee braced to the building or shall be supported on foundations that conform to the requirements of the State of Oregon Specialty Code.
- f. **Subdivision Proposals and Other Proposed Developments.**
 - i. All new subdivision proposals and other proposed new developments (including proposals for manufactured dwelling parks and subdivisions) greater than 50 lots or 5 acres, whichever is the lesser, shall include within such proposals, Base Flood Elevation data.
 - ii. All new subdivision proposals and other proposed new developments (including proposals for manufactured dwelling parks and subdivisions) shall:
 1. Be consistent with the need to minimize flood damage.
 2. Have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize or eliminate flood damage.
 3. Have adequate drainage provided to reduce exposure to flood hazards.
 4. Comply with no net loss standards in section 3.099.
- g. **Use of Other Base Flood Elevation Data.**
When Base Flood Elevation data has not been provided in accordance with section 3.094.2 the local floodplain administrator shall obtain, review, and reasonably utilize any Base Flood Elevation data available from a federal, state, or other source, in order

to administer section 3.096. All new subdivision proposals and other proposed new developments (including proposals for manufactured dwelling parks and subdivisions) must meet the requirements of section 3.096.1.f.

Base Flood Elevations shall be determined for development proposals that are 5 acres or more in size or are 50 lots or more, whichever is lesser in any A zone that does not have an established base flood elevation. Development proposals located within a riverine unnumbered A Zone shall be reasonably safe from flooding; the test of reasonableness includes use of historical data, high water marks, FEMA provided Base Level Engineering data, and photographs of past flooding, etc... where available. Failure to elevate at least two feet above grade in these zones may result in higher insurance rates.

h. **Structures Located n Multiple or Partial Flood Zones.**

In coordination with the State of Oregon Specialty Codes:

- i. When a structure is located in multiple flood zones on the community's Flood Insurance Rate Maps (FIRM) the provisions for the more restrictive flood zone shall apply.
- ii. When a structure is partially located in a special flood hazard area, the entire structure shall meet the requirements for new construction and substantial improvements.

2. **Specific Standards for Riverine (Including All Non-Coastal) Flood Zones.**

These specific standards shall apply to all new construction and substantial improvements in addition to the general standards contained in section 3.096.1 of this ordinance and the no net loss standards in section 3.099.

a. **Flood Openings.**

All new construction and substantial improvements with fully enclosed areas below the lowest floor (excluding basements) are subject to the following requirements. Enclosed areas below the Base Flood Elevation, including crawl spaces shall:

- i. Be designed to automatically equalize hydrostatic flood forces on walls by allowing for the entry and exit of floodwaters;
- ii. Be used solely for parking, storage, or building access;
- iii. Be certified by a registered professional engineer or architect or meet or exceed all of the following minimum criteria:
 1. A minimum of two openings,
 2. The total net area of non-engineered openings shall be not less than one (1) square inch for each square foot of enclosed area, where the enclosed area is measured on the exterior of the enclosure walls,
 3. The bottom of all openings shall be no higher than one foot above grade.
 4. Openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they shall allow the automatic flow

of floodwater into and out of the enclosed areas and shall be accounted for in the determination of the net open area.

5. All additional higher standards for flood openings in the State of Oregon Residential Specialty Codes Section R322.2.2 shall be complied with when applicable.

b. Garages.

- i. Attached garages may be constructed with the garage floor slab below the Base Flood Elevation (BFE) in riverine flood zones, if the following requirements are met:

1. If located within a floodway the proposed garage must comply with the requirements of section 3.096.2.d.
2. The floors are at or above grade on not less than one side;
3. The garage is used solely for parking, building access, and/or storage;
4. The garage is constructed with flood openings in compliance with section 3.096.2.a to equalize hydrostatic flood forces on exterior walls by allowing for the automatic entry and exit of floodwater.
5. The portions of the garage constructed below the BFE are constructed with materials resistant to flood damage;
6. The garage is constructed in compliance with the standards in section 3.096.1; and
7. The garage is constructed with electrical, and other service facilities located and installed so as to prevent water from entering or accumulating within the components during conditions of the base flood.

- ii. Detached garages must be constructed in compliance with the standards for appurtenant structures in section 3.096.2.c.vi or non-residential structures in section 3.096.2.c.iii depending on the square footage of the garage.

c. For Riverine (Non-Coastal) Special Flood Hazard Areas with Base Flood Elevations.

In addition to the general standards listed in section 3.096.1 the following specific standards shall apply in Riverine (non-coastal) special flood hazard areas with Base Flood Elevations (BFE): Zones A1-A30, AH, and AE.

i. Before Regulatory Floodway.

1. In areas where a regulatory floodway has not been designated, no new construction, substantial improvement, or other development (including fill) shall be permitted within Zones A1-30 and AE on the community's Flood Insurance Rate Map (FIRM), unless it is demonstrated that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood more than one foot at any point within the community and will not result in the net loss of flood storage volume. When determined that structural elevation is not possible and where the placement of fill cannot meet the above standard, impacts to

[undeveloped space must adhere to the no net loss standards in section 3.099.1.c.](#)

ii. **Residential Construction.**

1. New construction, [conversion to](#), and substantial improvement of any residential structure shall have the lowest floor, including basement, elevated one-foot [or more](#) above the Base Flood Elevation (BFE).
2. [Enclosed areas below the lowest floor shall comply with the flood opening requirements in section 3.096.2.a.](#)

iii. **Non-Residential Construction.**

1. New construction, [conversion to](#), and substantial improvement of any commercial, industrial, or other non-residential structure shall:
 - a. [Have the lowest floor, including basement elevated one-foot or more above the Base Flood Elevation \(BFE\);](#)
[Or, together with attendant utility and sanitary facilities:](#)
 - i. Be floodproofed so that below the [base flood level the structure is watertight with walls substantially impermeable to the passage of water.](#)
 - ii. Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy.
 - iii. Be certified by a registered professional engineer or architect that the design and methods of construction are in accordance with accepted standards of practice for meeting provisions of this section based on their development and/or review of the structural design, specifications and plans. Such certifications shall be provided to the [Floodplain Administrator](#) as set forth in section [3.095.2.b.](#)
2. Non-residential structures that are elevated, not floodproofed, [shall comply with the standards for enclosed areas below the lowest floor in section 3.096.2.a.](#)
3. Applicants floodproofing non-residential buildings shall be notified that flood insurance premiums will be based on rates that are one foot below the floodproofed level (e.g. a building [floodproofed to the base flood level](#) will be rated as one foot below.

iv. **Manufactured Dwellings.**

1. Manufactured dwellings to be placed [\(new or replacement\)](#) or substantially improved [that are](#) supported on solid foundation walls shall be constructed with flood openings that comply with section [3.096.2.a;](#)
2. The bottom of the longitudinal chassis frame beam shall be at or above Base Flood Elevation;

3. Manufactured dwellings to be placed (new or replacement) or substantially improved shall be anchored to prevent flotation, collapse, and lateral movement during the base flood. Anchoring methods may include, but are not limited to, use of over-the-top or frame ties to ground anchors (Reference FEMA's "Manufactured Home Installation in Flood Hazard Areas" guidebook for additional techniques), and;
4. Electrical crossover connections shall be a minimum of 12 inches above Base Flood Elevation (BFE).

v. **Recreational Vehicles.**

Recreational vehicles placed on sites are required to:

1. Be on the site for fewer than 180 consecutive days, and
2. Be fully licensed and ready for highway use, on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions; or
3. Meet the requirements of section 3.096.2.c.iv, including the anchoring and elevation requirements for manufactured dwellings.

vi. **Appurtenant (Accessory) Structures.**

Relief from elevation or floodproofing requirements for residential and non-residential structures in Riverine (Non-Coastal) flood zones may be granted for appurtenant structures that meet the following requirements:

1. Appurtenant structures located partially or entirely within the floodway must comply with requirements for development within a floodway found in section 3.096.2.d.
2. Appurtenant structures must only be used for parking, access, and/or storage and shall not be used for human habitation;
3. In compliance with State of Oregon Specialty Codes, appurtenant structures on properties that are zoned residential are limited to one-story structures less than 200 square feet, or 400 square feet if the property is greater than two acres in area and the proposed appurtenant structure will be located a minimum of 20 feet from all property lines. Appurtenant structures on properties that are zoned as non-residential are limited in size to 120 square feet.
4. The portions of the appurtenant structure located below the Base Flood Elevation must be built using flood resistant materials;
5. The appurtenant structure must be adequately anchored to prevent flotation, collapse, and lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy, during conditions of the base flood.
6. The appurtenant structure must be designed and constructed to equalize hydrostatic flood forces on exterior walls and comply with the requirements for flood openings in section 3.096.2.a;
7. Appurtenant structures shall be located and constructed to have low damage potential;

8. [Appurtenant structures shall not be used to store toxic material, oil, or gasoline, or any priority persistent pollutant identified by the Oregon Department of Environmental Quality unless confined in a tank installed in compliance with section 3.096.1.e.](#)
9. [Appurtenant structures shall be constructed with electrical, mechanical, and other service facilities located and installed so as to prevent water from entering or accumulating within the components during conditions of the base flood.](#)

d. **Floodways.**

[Located within the special flood hazard areas established in section 3.094.2 are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of the floodwaters which carry debris, potential projectiles, and erosion potential, the following provisions apply:](#)

- i. [Prohibit encroachments, including fill, new construction, substantial improvements, and other development within the adopted regulatory floodway unless:](#)
 1. [Certification by a registered professional civil engineer is provided demonstrating through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment shall not result in any increase in flood levels within the community during the occurrence of the base flood discharge; Or,](#)
 2. [A community may permit encroachments within the adopted regulatory floodway that would result in an increase in base flood elevations, provided that conditional approval has been obtained by the Federal Insurance Administrator through the Conditional Letter of Map Revision \(CLOMR\) application process, all requirements established under 44 CFR 65.12 are fulfilled, and the encroachment\(s\) comply with the no net loss standards in section 3.099.](#)
- ii. [If the requirements of section 3.096.2.d.i are satisfied, all new construction, substantial improvements, and other development shall comply with all other applicable flood hazard reduction provisions of section 3.096.](#)

e. **Standards for Shallow Flooding Areas.**

[Shallow flooding areas appear on FIRMs as AO zones with depth designations or as AH zones with Base Flood Elevations. For AO zones the base flood depths range from one to three feet above ground where a clearly defined channel does not exist, or where the path of flooding is unpredictable and where velocity flow may be evident. Such flooding is usually characterized as sheet flow. For both AO and AH zones, adequate drainage paths are required around structures on slopes to guide floodwaters around and away from proposed structures.](#)

i. **Standards for AH Zones.**

[Development within AH Zones must comply with the standards in sections 3.096.1, 3.096.2, and 3.096.2.e.](#)

ii. **Standards for AO Zones.**

In AO zones, the following provisions apply in addition to the requirements in sections 3.096.1 and 3.096.2.e:

1. New construction, conversion to, and substantial improvement of residential structures and manufactured dwellings within AO zones shall have the lowest floor, including basement, elevated above the highest grade adjacent to the building, at minimum of one foot above the depth number specified on the Flood Insurance Rate Maps (FIRM) (at least two (2) feet if no depth number is specified). For manufactured dwellings the lowest floor is considered to be the bottom of the longitudinal chassis frame beam.
2. New construction, conversion to, and substantial improvements of non-residential structures within AO zones shall either:
 - a. Have the lowest floor (including basement) elevated above the highest adjacent grade of the building site, at minimum one foot above the depth number specified on the Flood Insurance Rate Maps (FIRMS) (at least two (2) feet if no depth number is specified); or
 - b. Together with attendant utility and sanitary facilities, be completely floodproofed to one foot above the depth number specified on the FIRM or a minimum of two (2) feet above the highest adjacent grade if no depth number is specified, so that any space below that level is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and the effects of buoyancy. If this method is used, compliance shall be certified by a registered professional engineer or architect as stated in section 3.096.2.c.iii.
3. Recreational vehicles placed on sites within AO Zones on the community's Flood Insurance Rate Maps (FIRM) shall either:
 - a. Be on the site for fewer than 180 consecutive days, and
 - b. Be fully licensed and ready for highway use, on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions; or
 - c. Meet the elevation requirements of section 3.096.2.e.ii.1, and the anchoring and other requirements for manufactured dwellings of section 3.096.2.c.iv.
4. In AO zones, new and substantially improved appurtenant structures must comply with the standards in section 3.096.2.c.vi.
5. In AO zones, enclosed areas beneath elevated structures shall comply with the requirements in section 3.096.2.a.

3. Specific Standards for Coastal High Hazard Flood Zones.

Located within special flood hazard areas established in section 3.094.2 are Coastal High Hazard Areas, designated as Zones V1-V30, VE, V, or coastal A zones as identified on the FIRMs as the area between the Limit of Moderate Wave Action (LiMWA) and the Zone V boundary. These areas have special flood hazards associated with high velocity waters from surges and, therefore, in addition to meeting all provisions of this ordinance and the State of Oregon Specialty Codes, the following provisions shall apply in addition to the general standards provisions in section 3.096.1.

a. Development Standards.

- i. All new construction and substantial improvements in Zones V1-V30 and VE, V, and coastal A zones (where base flood elevation data is available) shall be elevated on pilings and columns such that:
- ii. The bottom of the lowest horizontal structural member of the lowest floor (excluding the pilings or columns) is elevated a minimum of one foot above the base flood level; and
- iii. The pile or column foundation and structure attached thereto is anchored to resist flotation, collapse and lateral movement due to the effects of wind and water loads acting simultaneously on all building components. Water loading values used shall be those associated with the base flood. Wind loading values used shall be those specified by the State of Oregon Specialty Codes.
- iv. A registered professional engineer or architect shall develop or review the structural design, specifications and plans for the construction, and shall certify that the design and methods of construction to be used are in accordance with accepted standards of practice for meeting the provisions of this section.
- v. Obtain the elevation (in relation to mean sea level) of the bottom of the lowest horizontal structural member of the lowest floor (excluding pilings and columns) of all new and substantially improved structures and whether or not such structures contain a basement. The floodplain administrator shall maintain a record of all such information in accordance with section 3.095.2.b.
- vi. Provide that all new construction and substantial improvements have the space below the lowest floor either free of obstruction or constructed with non-supporting breakaway walls, open wood lattice-work, or insect screening intended to collapse under wind and water loads without causing collapse, displacement, or other structural damage to the elevated portion of the building or supporting foundation system.

For the purpose of this section, a breakaway wall shall have a design safe loading resistance of not less than 10 and no more than 20 pounds per square foot. Use of breakaway walls which exceed a design safe loading resistance of 20 pounds per square foot (either by design or when so required by local or state codes) may be permitted only if a registered professional

engineer or architect certifies that the designs proposed meet the following conditions:

- vii. Breakaway wall collapse shall result from water load less than that which would occur during the base flood; and
- viii. If breakaway walls are utilized, such enclosed space shall be useable solely for parking of vehicles, building access, or storage. Such space shall not be used for human habitation.
- ix. Walls intended to break away under flood loads shall have flood openings that meet or exceed the criteria for flood openings in section 3.096.2.a.
- x. The elevated portion of the building and supporting foundation system shall not be subject to collapse, displacement, or other structural damage due to the effects of wind and water loads acting simultaneously on all building components (structural and nonstructural). Maximum water loading values to be used in this determination shall be those associated with the base flood. Maximum wind loading values used shall be those specified by the State of Oregon Specialty Codes.
- xi. Prohibit the use of fill for structural support of buildings.
- xii. All new construction shall be located landward of the reach of mean high tide.
- xiii. Prohibit man-made alteration of sand dunes which would increase potential flood damage.
- xiv. All structures, including but not limited to residential structures, non-residential structures, appurtenant structures, and attached garages shall comply with all the requirements of section 3.096.3.a Floodproofing of non-residential structures is prohibited.

b. Manufactured Dwelling Standards.

All manufactured dwellings to be placed (new or replacement) or substantially improved within Coastal High Hazard Areas (Zones V, V1-30, VE, or Coastal A) shall meet the following requirements:

- i. Comply with all of the standards within section 3.096.3;
- ii. The bottom of the longitudinal chassis frame beam shall be elevated to a minimum of one foot above the Base Flood Elevation (BFE); and
- iii. Electrical crossover connections shall be a minimum of 12 inches above the BFE.

c. Recreational Vehicle Standards.

Recreational Vehicles within Coastal High Hazard Areas (Zones V, V1-30, VE, or Coastal A) shall either:

- i. Be on the site for fewer than 180 consecutive days, and
- ii. Be fully licensed and ready for highway use, on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions; or
- iii. Meet the permit requirements of section 3.095 and the requirements for manufactured dwellings in section 3.096.3.b.

d. Tank Standards.

Tanks shall meet the requirements of section 3.096.1.e and 3.099.

BEFORE AMENDMENT

Section 3.097. Restrictions and Prohibited Uses.

1. **Restrictions.** Restrictions regarding height, rear yards, side yards, front yard setbacks, minimum lot area, signs, vision clearance and parking space shall be the same as set forth in each specific zone located within the Flood Hazard Overlay Zone area.
2. **Prohibited Uses.** It shall be unlawful to erect, alter, maintain or establish in a flood hazard overlay zone any building, use or occupancy not permitted or allowed in the foregoing provisions, except existing nonconforming uses, which may continue as provided in Article 7.

AFTER AMENDMENT

(No Change)

Section 3.097. Restrictions and Prohibited Uses.

1. **Restrictions.** Restrictions regarding height, rear yards, side yards, front yard setbacks, minimum lot area, signs, vision clearance and parking space shall be the same as set forth in each specific zone located within the Flood Hazard Overlay Zone area.
2. **Prohibited Uses.** It shall be unlawful to erect, alter, maintain or establish in a flood hazard overlay zone any building, use or occupancy not permitted or allowed in the foregoing provisions, except existing nonconforming uses, which may continue as provided in Article 7.

BEFORE AMENDMENT

Section 3.098. Critical Facilities.

Construction of new critical facilities shall be, to the extent possible, located outside the limits of the Special Flood Hazard Area (SFHA) (100-year floodplain). Construction of new critical facilities shall be permissible within the SFHA if no feasible alternative site is available. Critical facilities constructed within the SFHA shall have the lowest floor elevated three feet above BFE or to the height of the 500-year flood, whichever is higher. Access to and from the critical facility should also be protected to the height utilized above. Floodproofing and sealing measures must be taken to ensure that toxic substances will not be displaced by or released into floodwaters. Access routes elevated to or above the level of the base flood elevation shall be provided to all critical facilities to the extent possible.

AFTER AMENDMENT

(No Change)

Section 3.098. Critical Facilities.

Construction of new critical facilities shall be, to the extent possible, located outside the limits of the Special Flood Hazard Area (SFHA) (100-year floodplain). Construction of new critical facilities shall be permissible within the SFHA if no feasible alternative site is available. Critical facilities constructed within the SFHA shall have the lowest floor elevated three feet above BFE or to the height of the 500-year flood, whichever is higher. Access to and from the critical facility should also be protected to the height utilized above. Floodproofing and sealing measures must be taken to ensure that toxic substances will not be displaced by or released into floodwaters. Access routes elevated to or above the level of the base flood elevation shall be provided to all critical facilities to the extent possible.

BEFORE AMENDMENT

(Non-Existent)

Section 3.099. Standards for Protection of SFHA Floodplain Functions.

AFTER AMENDMENT

Section 3.099. Standards for Protection of SFHA Floodplain Functions.

The standards described below apply to all special flood hazard areas.

1. No Net Loss Standards.

- a. No net loss of the three proxies for the floodplain functions is required for development in the special flood hazard area that would reduce undeveloped space, increase impervious surface, or result in a loss of trees that are 6-inches dbh or greater. No net loss can be achieved by first avoiding negative effects to floodplain functions to the degree possible, then minimizing remaining effects, then replacing and/or otherwise compensating for, offsetting, or rectifying the residual adverse effects to the three floodplain functions. Prior to the issuance of any development authorization, the applicant shall:
 - i. Demonstrate a legal right by the project proponent to implement the proposed activities to achieve no net loss (e.g., property owner agreement);
 - ii. Demonstrate that financial assurances are in place for the long-term maintenance and monitoring of all projects to achieve no net loss;
 - iii. Demonstrate that financial assurances are in place for the long-term maintenance and monitoring of all projects to achieve no net loss;
- b. Compliance with no net loss for undeveloped space or impervious surface is preferred to occur prior to the loss of habitat function but, at a minimum, shall occur

concurrent with the loss. To offset the impacts of delay in implementing no net loss, a 25 percent increase in the required minimum area is added for each year no net loss implementation is delayed.

c. No net loss must be provided within, in order of preference:

- i. The lot or parcel that floodplain functions were removed from;
- ii. The same reach of the waterbody where the development is proposed; or
- iii. The special flood hazard area within the same hydrologically connected area as the proposed development. Table 1 presents the no net loss ratios, which increase based on the preferences listed above.

d. **Undeveloped Space.**

- i. Development proposals shall not reduce the fish-accessible and egress-able undeveloped space within the special flood hazard area.
- ii. A development proposal with an activity that would impact undeveloped space shall achieve no net loss of fish-accessible and egress-able space.
- iii. Lost undeveloped space must be replaced with fish-accessible and egress-able compensatory volume based on the ratio in Table 1 and at the same flood level at which the development causes an impact (i.e., plus or minus 1 foot of the hydraulically equivalent elevation).
 1. Hydraulically equivalent sites must be found within either the equivalent 1-foot elevations or the same flood elevation bands of the development proposal. The flood elevation bands are identified as follows:
 - a. Ordinary High Water Mark to 10-year,
 - b. 10-year to 25-year,
 - c. 25-year to 50-year,
 - d. And 50-year to 100-year
 2. Hydrologically connected to the waterbody that is the flooding source;
 3. Designed so that there is no increase in velocity; and
 4. Designed to fill and drain in a manner that minimizes anadromous fish stranding to the greatest extent possible.

b. **Impervious Surfaces.**

Impervious surface mitigation shall be mitigated through any of the following options:

- i. Development proposals shall not result in a net increase in impervious surface area within the SFHA, or
- ii. Use low impact development or green infrastructure to infiltrate and treat stormwater produced by the new impervious surface, as documented by a qualified professional, or
- iii. If prior methods are not feasible and documented by a qualified professional stormwater retention is required to ensure no increase in peak volume or flow and to maximize infiltration, and treatment is required to minimize pollutant loading. See section 3.099.1.d.iii for stormwater retention specifications.

c. **Trees.**

- i. Development proposals shall result in no net loss of trees 6-inches dbh or greater within the special flood hazard area. This requirement does not apply to silviculture where there is no development.
 - 1. Trees of or exceeding 6-inches dbh that are removed from the RBZ, Floodway, or RBZ-fringe must be replaced at the ratios in Table 1.
 - 2. Replacement trees must be native species that would occur naturally in the Level III ecoregion of the impact area.

d. **Stormwater Management.**

Any development proposal that cannot mitigate as specified in section 3.099.1.b.i-ii must include the following:

- i. Water quality (pollution reduction) treatment for post-construction stormwater runoff from any net increase in impervious area; and
- ii. Water quantity treatment (retention facilities) unless the outfall discharges into the ocean.
- iii. Retention facilities must:
 - 1. Limit discharge to match the pre-development peak discharge rate (i.e., the discharge rate of the site based on its natural groundcover and grade before any development occurred) for the 10-year peak flow using a continuous simulation for flows between 50 percent of the 2-year event and the 10-year flow event (annual series).
 - 2. Treat stormwater to remove sediment and pollutants from impervious surfaces such that at least 80 percent of the suspended solids are removed from the stormwater prior to discharging to the receiving water body.
 - 3. Be designed to not entrap fish and drain to the source of flooding.
 - 4. Be certified by a qualified professional.
- iv. Stormwater treatment practices for multi-parcel facilities, including subdivisions, shall have an enforceable operation and maintenance agreement to ensure the system functions as designed. This agreement will include:
 - 1. Access to stormwater treatment facilities at the site by the City of Rockaway Beach for the purpose of inspection and repair.
 - 2. A legally binding document specifying the parties responsible for the proper maintenance of the stormwater treatment facilities. The agreement will be recorded and bind subsequent purchasers and sellers even if they were not party to the original agreement.
 - 3. For stormwater controls that include vegetation and/or soil permeability, the operation and maintenance manual must include maintenance of these elements to maintain the functionality of the feature.
 - 4. The responsible party for the operation and maintenance of the stormwater facility shall have the operation and maintenance manual on site and available at all times. Records of the maintenance and

repairs shall be retained and made available for inspection by the City of Rockaway Beach for five years.

e. **Activities Exempt from No Net Loss Standards.**

The following activities are not subject to the no net loss standards in section 3.099.1; however, they may not be exempt from floodplain development permit requirements.

- i. Normal maintenance of structures, such as re-roofing and replacing siding, provided there is no change in the footprint or expansion of the roof of the structure;
- ii. Normal street, sidewalk, and road maintenance, including filling potholes, repaving, and installing signs and traffic signals, that does not alter contours, use, or alter culverts. Activities exempt do not include expansion of paved areas;
- iii. Routine maintenance of landscaping that does not involve grading, excavation, or filling;
- iv. Routine agricultural practices such as tilling, plowing, harvesting, soil amendments, and ditch cleaning that does not alter the ditch configuration provided the spoils are removed from special flood hazard area or tilled into fields as a soil amendment;
- v. Routine silviculture practices that do not meet the definition of development, including harvesting of trees as long as root balls are left in place and forest road construction or maintenance that does not alter contours, use, or alter culverts;
- vi. Removal of noxious weeds and hazard trees, and replacement of non-native vegetation with native vegetation;
- vii. Normal maintenance of above ground utilities and facilities, such as replacing downed power lines and utility poles provided there is no net change in footprint;
- viii. Normal maintenance of a levee or other flood control facility prescribed in the operations and maintenance plan for the levee or flood control facility. Normal maintenance does not include repair from flood damage, expansion of the prism, expansion of the face or toe or addition of protection on the face or toe with rock armor; and
- ix. Habitat restoration activities.

2. **Riparian Buffer Zone (RBZ).**

- a. The Riparian Buffer Zone is measured from the ordinary high-water line of a fresh waterbody (lake; pond; ephemeral, intermittent, or perennial stream) or mean higher-high water of a marine shoreline or tidally influenced river reach to 170 feet horizontally on each side of the stream or inland of the MHHW. The riparian buffer zone includes the area between these outer boundaries on each side of the stream, including the stream channel.

- b. Habitat restoration activities in the RBZ are considered self-mitigating and are not subject to the no net loss standards described above.
- c. Functionally dependent uses are only subject to the no net loss standards for development in the RBZ. Ancillary features that are associated with but do not directly impact the functionally dependent use in the RBZ (including manufacturing support facilities and restrooms) are subject to the beneficial gain standard in addition to no net loss standards.
- d. Any other use of the RBZ requires a greater offset to achieve no net loss of floodplain functions, on top of the no net loss standards described above, through the beneficial gain standard.
- e. Under FEMA's beneficial gain standard, an area within the same reach of the project and equivalent to five percent of the total project area within the RBZ shall be planted with native herbaceous and shrub vegetation and designated as open space.

Table 1: No Net Loss Standards

	<u>Undeveloped Space (ft³)</u>	<u>Impervious Surface (ft²)</u>	<u>Trees (6"<dbh<20")</u>	<u>Trees (20"<dbh<39")</u>	<u>Trees (39"<dbh)</u>
Basic Mitigate Ratios					
<u>RBZ and Floodway</u>	<u>2:1*</u>	<u>1:1</u>	<u>3:1*</u>	<u>5:1</u>	<u>6:1</u>
<u>RBZ-Fringe</u>	<u>1:5:1*</u>	<u>1:1</u>	<u>2:1*</u>	<u>4:1</u>	<u>5:1</u>
Mitigation Multipliers					
<u>Mitigation Onsite to Mitigation Offsite, Same Reach</u>	<u>100%</u>	<u>100%</u>	<u>100%</u>	<u>100%</u>	<u>100%</u>
<u>Mitigation Onsite to Mitigation Offsite, Different Reach, Same Watershed</u>	<u>200%*</u>	<u>200%*</u>	<u>200%</u>	<u>200%</u>	<u>200%</u>

Notes:

1. Ratios with asterisks are indicated in the BiOp
2. Mitigation multipliers of 100% result in the required mitigation occurring at the same value described by the ratios above, while multipliers of 200% result in the required mitigation being doubled.
 - a. For example, if only 500 ft² of the total 1000 ft² of required pervious surface mitigation can be conducted onsite and in the same reach, the remaining 500 ft² of required pervious surface mitigation occurring offsite at a different reach would double because of the 200% multiplier.
3. RBZ impacts must be offset in the RBZ, on-site or off-site.
4. Additional standards may apply in the RBZ (See section 3.099.2 Riparian Buffer Zone)

Rockaway Beach Source Water Protection Plan

Final Draft

May 14, 2025

Suzanne de Szoeki, GSI

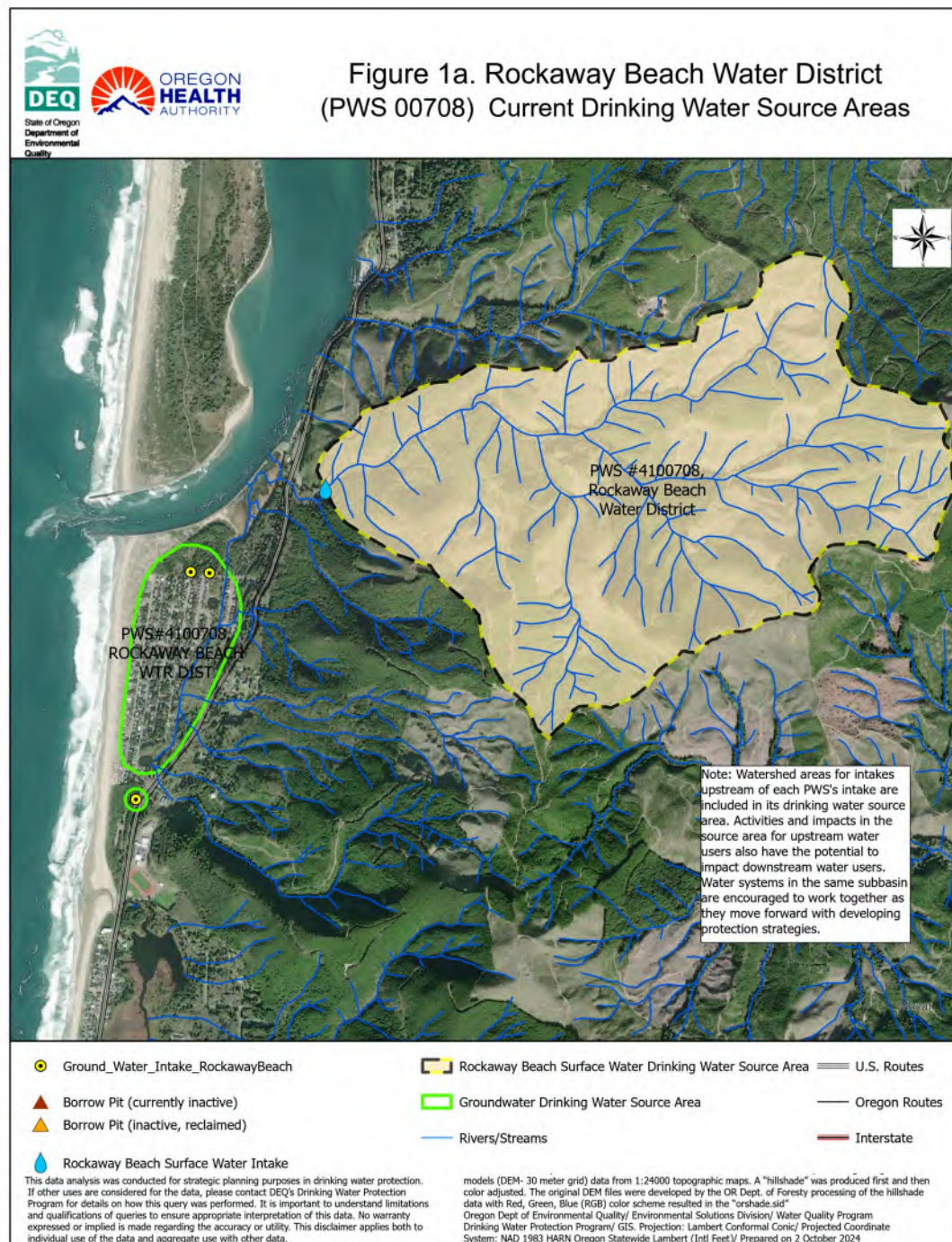


Agenda & Purpose

- Source Water Protection Plan (SWPP)
Agenda
 - Overview
 - Components
 - Question & answer
- Goal: To reduce risks to the City of Rockaway Beach's primary drinking water source, Jetty Creek.

Rockaway Beach's Primary Water Source: Jetty Creek

Back-up source: groundwater



SWPP Overview

- Background
 - DEQ Source Water Assessment (2016)
 - Community interest in source water protection
 - City discussing land acquisition with Jetty Creek watershed landowners
 - City interested in a SWPP as part of its land acquisition planning process
 - SWPP supports the City's efforts to achieve its land acquisition goal and support source water protection goals
 - OHA Drinking Water Source Protection Fund Grant (Awarded 2023)

SWPP Overview

- Developed SWPP from 2024-2025 with:
 - Sourcewater Protection Plan Development Advisory Committee (SPPDAC)
 - Established by City Council to provide reviews and community input
 - Source Water Protection Plan Team (Team)
 - Local stakeholders and technical experts, including landowners
 - Public Input
 - Town Halls September 2024 and March 2025

SWPP Components

Risks

- Identify and prioritize potential sources of contamination and risks to drinking water sources

Strategies

- Plan for reducing, eliminating, or mitigating risks

Implementation

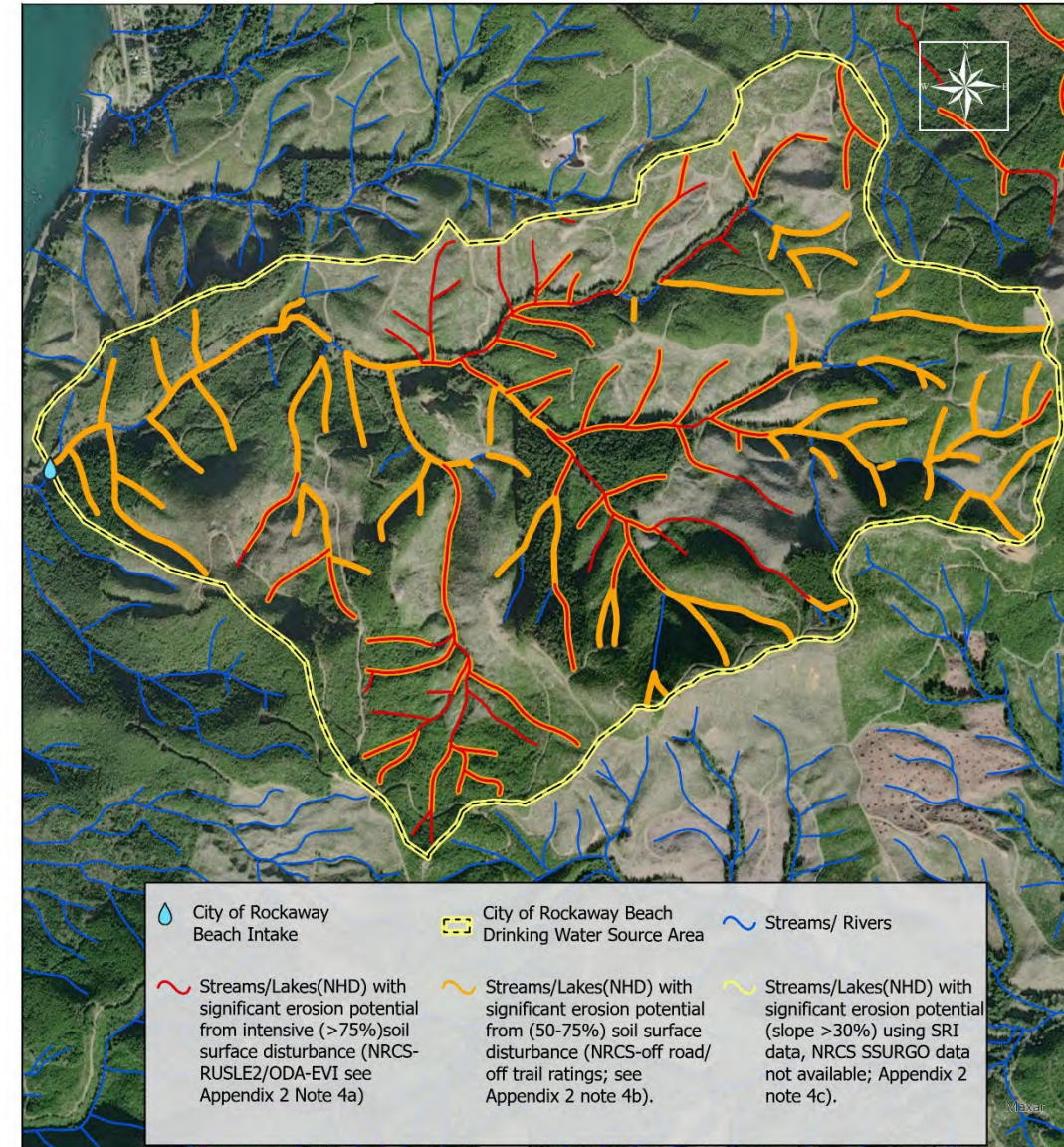
- Plan for implementing strategies

Contingency and Future Planning

- Describe plans regarding potential loss or reduction of water supply
- Consider potential future water sources

Risk Assessment Process

- Source Water Assessment
- SPPDAC, Team, and community knowledge
- Categorized by land use/activity/source



Risk Prioritization

- Scale 1 (low) to high (5): likelihood and consequence
- Used to guide allocation of resources to address risks
 - Select strategies to address highest risks to drinking water first

Likelihood	Impact				
	Insignificant (1)	Minor (2)	Moderate (3)	Severe (4)	Catastrophic (5)
Rare/very unlikely (1)	Low	Low	Low	Low	Medium
Unlikely (2)	Low	Low	Medium	Medium	Medium
Possible (3)	Low	Medium	Medium	Medium	High
Likely (4)	Low	Medium	Medium	High	High
Almost certain (5)	Medium	Medium	High	High	High

Risks and Rankings

Natural Hazards

- Drought and low flows (5,5)
- Climate change (5,5)
- Highly erodible soils (4,4)
- Landslides (4,3)
- Earthquake (3,5)
- Tsunami (3,5)
- Severe storms (4,3)
- Wildfire (2,3)
- Volcanic Ashfall (1,3)

Forestry

- Clearcut harvest (5,3-4)
- Pesticides/herbicides (5,4)
- Riparian impacts (3,3)
- Access roads (2,2)
- Borrow pits (1,1)

Municipal

- Vandalism (2,4)

Likelihood and consequence (1=low, 5=high)

Risks and Rankings

Land Use

- Unauthorized camping (3,2)
- Recreation (3,2)

Demands on Water Supply (outside of watershed)

- Development (4,4)
- Tourism (4,4)

Likelihood and consequence (1=low, 5=high)

Strategies to Address Risks



Critical Area Protection



Data Collection and Monitoring Programs



Watershed Restoration



Sediment and Erosion Control



Water Supply and Emergency Planning



Communications and Public Engagement



Water Conservation

Strategies



- **Critical Area Protection**

- Land acquisition and/or conservation easements
 - Enables management for drinking water quality/quantity goals vs. other land-use goals

- **Data Collection and Monitoring Programs**

- Track watershed conditions over time
 - Gather existing historical watershed data
- Water quantity
 - Continue routine testing
- Water quality testing
 - Continue routine turbidity measurements



Strategies

- **Watershed Restoration**

- Enhance water retention in watershed
 - Natural or built storage
 - Beaver habitat
- Enhance water quality
 - Riparian buffer
 - Large woody debris
 - Invasive plant removal



- **Sediment and Erosion Control**

- Address high turbidity in Jetty Creek
 - Target areas: steep slopes, highly erodible soils, high landslide potential
- Road and culvert maintenance
- Riparian planting
- Work with landowners



Strategies

Water Supply and Emergency Planning

- Source water protection in emergency plans
- Update Water Master Plan (WMP) and Water Management and Conservation Plan (WMCP)
- Disaster preparedness
- Climate change preparedness
- Projected demands from tourism and development
- Infrastructure needs

Communications and Public Engagement

- Communication with landowners and partners
 - Management practices & plans
 - Information & data exchange
 - Jetty Creek Working Group
- Public engagement forums

Strategies: Water Conservation Measures



Conservation outreach

Social media

Events

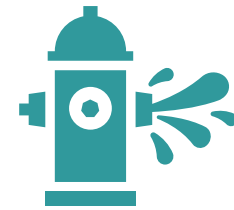
Tourists and rental managers



Ordinances

Water-efficient fixture standards

Water use limits for new builds



Infrastructure

Leak detection and repairs

Maintenance and upgrades

Implementation Plan

- Specific activities to implement strategies
- Three phases
 1. Data collection, establishing partnerships, high-priority risks
 2. Strengthening partnerships and securing funding
 3. Substantial planning or funding needed, low-priority risks



Phase 1

Critical Area Protection

- Plan for acquisitions or easements
- Develop a broad Forest Stewardship Plan
- Communicate with landowners and partners about management strategies

Data Collection and Monitoring

- Inventory existing data and monitoring efforts to prioritize data needs
- Detailed risk analyses of critical areas if needed
- Partner with organizations for technical assistance

Watershed Restoration

- Identify high-priority areas
- Coordinate with landowners and organizations
- Explore partnerships

Phase 1

Sediment and Erosion Control

- Identify high-priority areas and pursue projects
- Conduct erosion/landslide studies as needed
- Research technical assistance programs
- Communicate with landowners

Water Supply and Emergency Planning

- Update supply plans and incorporate source water protection in emergency plans
- Assess future water needs and explore alternative sources
- Identify partnerships

Phase 1

Communications and Public Engagement

- Maintain communications with landowners and partners
- Annually enroll in Forest Activity Electronic Reporting and Notification System (FERNS)
- Communicate source water protection efforts to the public

Water Conservation Measures

- Continue water loss reduction initiatives and water conservation messaging to the public
- Explore funding for additional conservation measures
- Identify partnerships and support resources

Contingency Plan

-Actions if water supply is reduced or unavailable

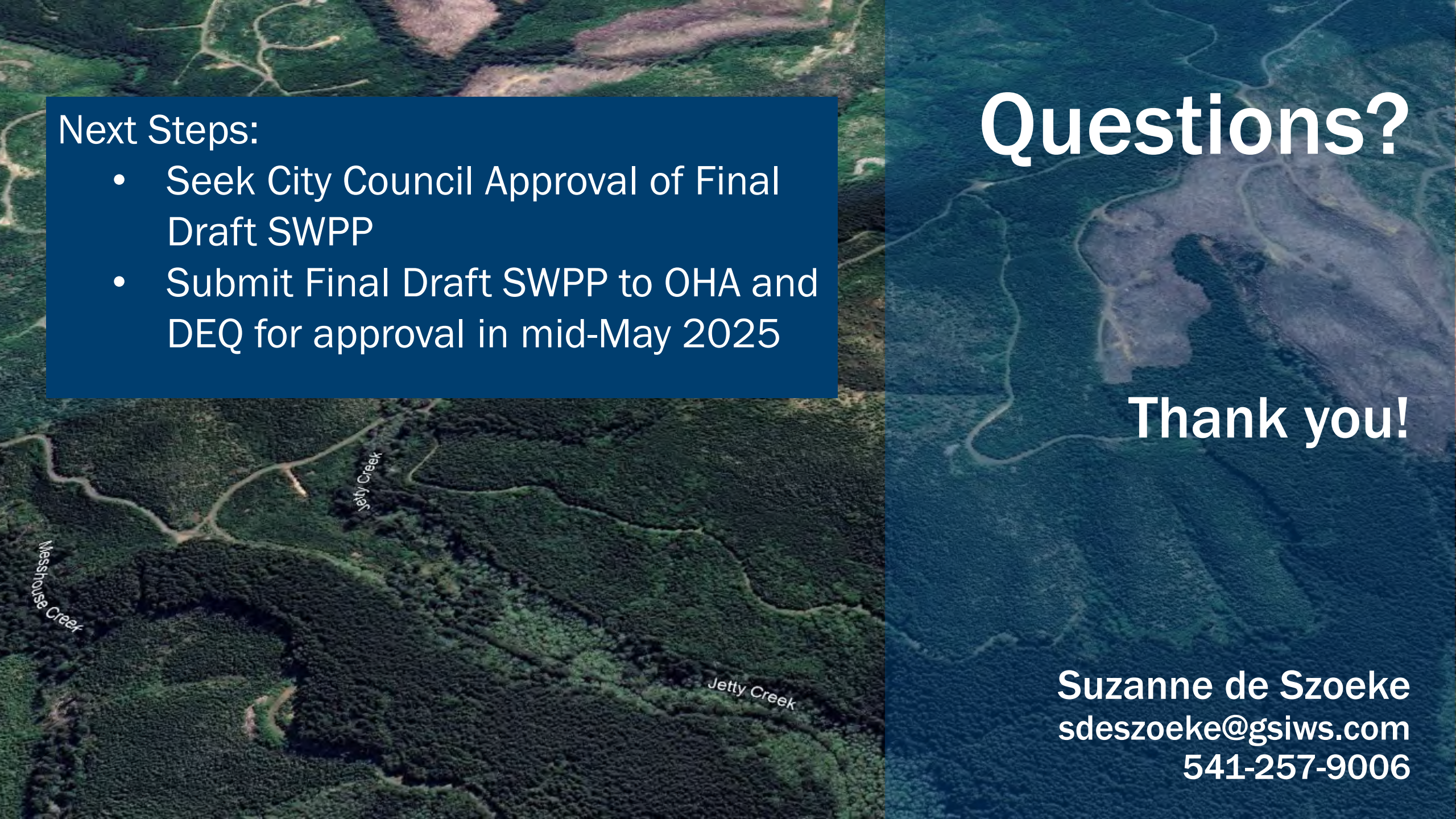
-Coordinated with Emergency Operations Plan and Water Management and Conservation Plan

Elements

- Threats to water supply
- Prioritization of water usage
- Response to potential incidents
- Key personnel (roles and responsibilities)
- Replacement of water supply (short and long-term)
 - Water curtailment, adjust use of sources, infrastructure
- Conservation measures (Curtailment Plan, 4 stages)
- Plan testing, review, and update
- Personnel training
- Public education
- Logistical and financial resources

Future Water Sources

- No immediate plans for expansion of water system
- WMP and WMCP updates
 - Evaluating future water demands and assess existing supply
- Potential additional future sources (from 2020 WMCP):
 - Water rights held in reserve
 - Potential interconnection with Manzanita/Wheeler or Garibaldi systems

An aerial photograph of a forested landscape with a blue overlay box in the upper left. The forest is dense and green, with some lighter patches indicating different vegetation or cleared areas. The blue box contains white text listing the next steps for a project. The background image is split vertically, with the left side showing the forest and the right side showing a darker, more textured blue background.

Next Steps:

- Seek City Council Approval of Final Draft SWPP
- Submit Final Draft SWPP to OHA and DEQ for approval in mid-May 2025

Questions?

Thank you!

Suzanne de Szoeki
sdeszoeki@gsiws.com
541-257-9006

Flood Hazard Overlay Zone



PROPOSED UPDATES TO
THE ROCKAWAY BEACH
ZONING ORDINANCE

SECTION 3.092
FHO ZONE

FEMA & THE NFIP

THE NATIONAL FLOOD INSURANCE PROGRAM (NFIP) IS A PROGRAM CREATED BY CONGRESS IN 1968 THROUGH THE NATIONAL FLOOD INSURANCE ACT. THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) MANAGES AND ADMINISTERS THE NFIP.

FLOOD INSURANCE IS REQUIRED FOR ALL FEDERALLY-BACKED MORTGAGES AND LOANS IN FEDERALLY-DESIGNATED FLOOD ZONES. THE NFIP OFFERS FLOOD INSURANCE TO HOMEOWNERS, RENTERS, AND BUSINESS OWNERS IF THEIR LOCAL GOVERNMENT PARTICIPATES IN THE PROGRAM.

THE NFIP PROVIDES FLOOD INSURANCE FOR STRUCTURES AND CONTENTS IN COMMUNITIES THAT ADOPT AND ENFORCE AN ORDINANCE OUTLINING MINIMAL FLOODPLAIN MANAGEMENT STANDARDS. CONGRESS LIMITS THE AVAILABILITY OF NATIONAL FLOOD INSURANCE ONLY TO COMMUNITIES THAT ADOPT AND ENFORCE THESE MINIMUM STANDARDS.



BIOLOGIC OPINION



IN 2009, FEMA WAS SUED OVER ITS IMPLEMENTATION OF THE NFIP IN OREGON. PETITIONERS CLAIMED THAT FEMA, THROUGH THE MODEL FLOOD CODE, WAS CAUSING A TAKE OF ENDANGERED SALMON AND STEELHEAD. AS A RESULT OF THE LAWSUIT, FEMA AGREED TO HAVE THE NATIONAL MARINE FISHERIES SERVICE (NMFS) ASSESS THE PROGRAM IN OREGON TO DETERMINE ITS POTENTIAL IMPACTS ON ENDANGERED SPECIES ACT (ESA)-LISTED SPECIES.

IN APRIL 2016, NMFS RELEASED A BIOLOGICAL OPINION (BIOP) THAT DETERMINED THAT THE NFIP JEOPARDIZES PROTECTED SALMON AND STEELHEAD IN OREGON BECAUSE IT RESULTS IN FLOODPLAIN DEVELOPMENT AND, THEREFORE, A REDUCTION IN HABITAT FOR THESE PROTECTED SPECIES. THE BIOP DIRECTED FEMA TO UPDATE NFIP REQUIREMENTS AND ASSOCIATED PROGRAMS TO AVOID IMPACTS TO PROTECTED SPECIES.

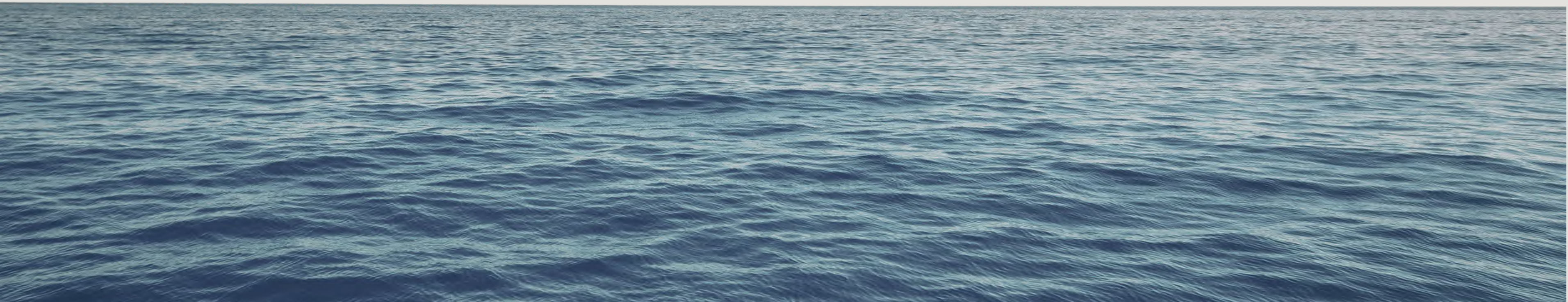
PICM

LAST SUMMER, FEMA NOTIFIED COMMUNITIES IN OREGON THAT 1 OF 3 INTERIM MEASURES (PRE-IMPLEMENTATION COMPLIANCE MEASURES OR PICM) WOULD NEED TO BE ADOPTED IN RESPONSE TO THE BIOP.

THESE 3 PICM OPTIONS ARE:

- 1.ADOPT THE MODEL ORDINANCE;
- 2.EVALUATE FLOODPLAIN DEVELOPMENT PERMITS ON A PERMIT-BY-PERMIT BASIS; OR
- 3.PROHIBIT ALL DEVELOPMENT IN THE SPECIAL FLOOD HAZARD AREA (SFHA).

THESE INTERIM MEASURES ARE TO BE IN PLACE UNTIL THE FINAL COMPLIANCE MEASURES ARE ADOPTED BY FEMA IN APPROXIMATELY 2027. FEMA HAS INSTRUCTED COMMUNITIES TO CODIFY ONE OF THESE OPTIONS INTO THEIR CODE BY JULY 1, 2025.



LITIGATION



OREGONIANS FOR FLOODPLAIN PROTECTION (OFP) V. FEDERAL EMERGENCY MANAGEMENT AGENCY, ET AL.

IN EARLY 2025, OFP SUED FEMA REGARDING THE IMPLEMENTATION OF PICM. ONE OF THE “REASONABLE AND PRUDENT ALTERNATIVES” (TO AVOID JEOPARDY TO SPECIES OR HARM TO CRITICAL HABITAT) IDENTIFIED IN THE BIOP, DIRECTS FEMA TO REQUIRE NFIP COMMUNITIES TO IMPLEMENT A NEW “NO NET LOSS” STANDARD.

OFP ARGUES THAT (1) FEMA HAS IMPOSED PICMS WITHOUT COMPLYING WITH ITS RULEMAKING REQUIREMENTS UNDER THE ADMINISTRATIVE PROCEDURES ACT (APA); (2) FEMA FAILED TO CONDUCT ITS REQUIRED NATIONAL ENVIRONMENTAL POLICY ACT (NEPA) REVIEW IN ADOPTING THIS LEGISLATIVE RULE; AND (3) FEMA LACKS STATUTORY AUTHORITY TO IMPOSE PICM UNDER THE NATIONAL FLOOD INSURANCE ACT (NFIA).

OFP IS REQUESTING PRELIMINARY INJUNCTIVE RELIEF TO HALT IMPLEMENTATION OF PICM. THE HEARING IS SET FOR MAY 29TH, AND A DECISION SHOULD BE ISSUED WITHIN THE FOLLOWING WEEKS.

[illegible]

AT THE NOVEMBER 13, 2024 MEETING, THE ROCKAWAY BEACH CITY COUNCIL DIRECTED STAFF TO INFORM FEMA OF ITS INTENT TO MOVE FORWARD WITH THE ADOPTION OF THE 2024 FEMA MODEL ORDINANCE.

FHO CHANGES

THE CITY LAST UPDATED ITS FLOOD HAZARD OVERLAY ZONE IN 2018. A NEW MODEL CODE WAS ISSUED BY FEMA IN 2020. **THE PROPOSED DRAFTS INCLUDE THE 2020 UPDATES, IN ADDITION TO THE 2024 “NO NET LOSS” REQUIREMENTS.**

2020 MODEL CODE UPDATES

- METHODS FOR REDUCING FLOOD LOSSES
- COORDINATION WITH OREGON SPECIALITY CODES
- PENALTIES FOR NONCOMPLIANCE
- DESIGNATION OF FLOODPLAIN ADMINISTRATOR
- SUBSTANTIAL IMPROVEMENT & SUBSTANTIAL DAMAGE DETERMINATIONS
- ELECTRICAL, MECHANICAL, PLUMBING & OTHER EQUIPMENT
- TANKS
- STRUCTURES LOCATED IN MULTIPLE OR PARTIAL FLOOD ZONES
- FLOOD OPENINGS
- GARAGES
- APPURTENANT (ACCESSORY) STRUCTURES
- PERMIT REVIEW
- APPLICATION FOR DEVELOPMENT PERMIT
- VARIANCE PROCEDURE

2024 “PICM” MODEL CODE UPDATES

- NO NET LOSS STANDARDS
- RIPARIAN BUFFER ZONE

PC HEARING

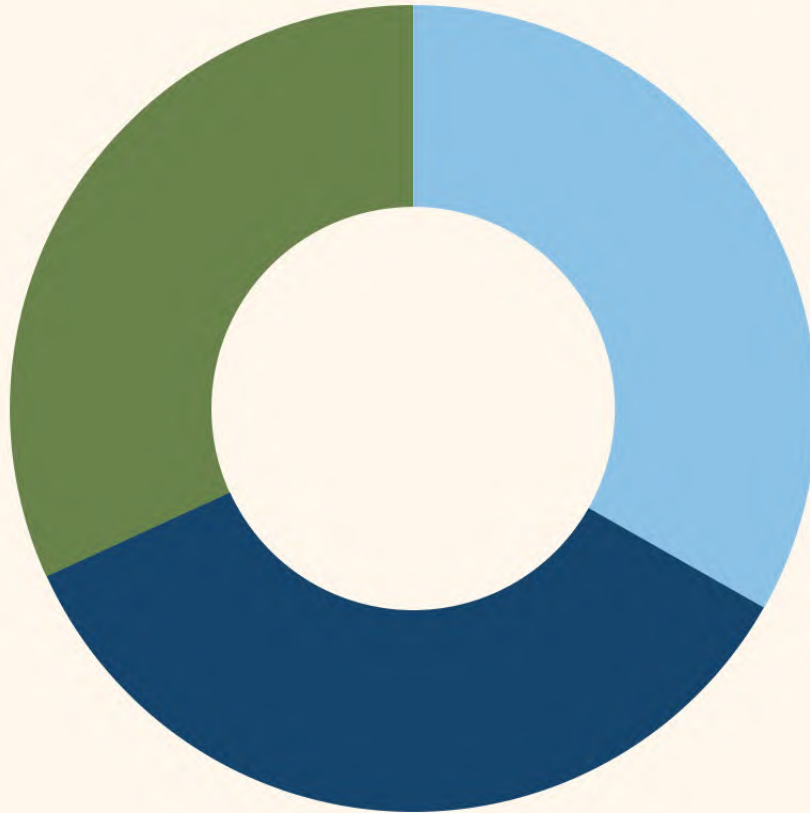
A PUBLIC HEARING IS SCHEDULED BEFORE THE PLANNING COMMISSION TOMORROW, TO CONSIDER THE DRAFTED MODEL ORDINANCE AND NECESSARY COMP PLAN UPDATES. STAFF WILL RECOMMEND APPROVAL OF THESE DRAFTS ***IF*** AN INJUNCTION IS NOT ISSUED IN OREGONIANS FOR FLOODPLAIN PROTECTION (OFP) V. FEMA.

THE SECOND HEARING BEFORE THE CITY COUNCIL WILL ONLY BE HELD IF AN INJUNCTION IS NOT ISSUED.



Large Community Grants

- Fulcrum Community Resources and Rockaway Beach
- Meals for Seniors
- Neah-Kah-Nie Coast Art, Music and Cultural Founda



FUNDING OPTION 1

FUNDS DISBURSED BY RANKING,
UNTIL FUNDS RUN OUT

Meals for Seniors **500/500**
\$20,000

Fulcrum Community Resources & Rockaway
Beach Business Association **466/500**
\$19,000

Neah-Kah-Nie Coast Art, Music and Cultural
Foundation **435/500**
\$18,206.42

Rockaway Beach Lions Club **362/500**
\$0

ROCKAWAY BEACH LIONS CLUB

PROJECT: CONSTRUCT WHEELCHAIR RAMP, MAKE RESTROOM ADA ACCESSIBLE, & IMPROVE BUILDING TO MEET MINIMUM STANDARDS FOR FLOOD ZONE

FUNDING REQUEST: \$20,000

INITIAL PC RANKING: 362/500

COMMENTS: I'm sure they are a good organization, but I could not find out much about what they do other than fundraise. No very comprehensive.

Since the application is seeking funds for a ramp, bathroom remodel, and FEMA improvements, and the application provided no detail or justification for grant funding of the FEMA improvements, I do not believe any of the FEMA improvement funds should be granted. The ratings below are limited only to the request for the ramp and bathroom remodel funding.

I think the added accessibility features are a great idea. But the overall quality of the grant application is very poor, which gives me concerns about the organization's ability to execute the work successfully. Will ramp material costs rise substantially with tariffs? Also, I see no explanation of the \$14,500 request for emergency supplies?



CITY OF ROCKAWAY BEACH

2024/2025

LARGE COMMUNITY GRANT



GRANT REQUESTS: \$5,000 - \$20,000

Applications open February 3, 2025
Deadline to apply:
Thursday, April 3, 2025 at 12:00 pm

Questions? Need assistance?
Grant Manager, Lark Reifensahl
LReifensahl@corb.us
(503) 374-1752 ext. 104



OVERVIEW

The Large Community Grant program provides support to non-profit and not-for-profit organizations that serve the Rockaway Beach community. This grant program accepts applications once per fiscal year. Organizations and entities may only submit one application for consideration.

Grant funds are available to support organizations and entities which provide:

- Assistance for essential utilities, food, medical or mental health needs, clothing, or shelter.
- Educational, cultural, social, physical, or recreational opportunities for residents.
- Positive volunteerism that enhances city aesthetics, benefits the environment, promotes positive community engagement, or support city initiatives or projects.

ELIGIBILITY

Eligible Applicants:

- Non-profit and not-for-profit organizations

Eligible Applicants may not have any in-progress grants and must have satisfactorily closed out all previous grants issued by the City of Rockaway Beach.

Examples of Eligible Projects:

- Healthy meals program
- Active living program
- Health services
- Early literacy program
- Youth development programs
- Facility improvements with a lifespan of 10+ years.



GRANT TIMELINE

Applications open and publication of notice	February 3, 2025
Applications due, 12:00 pm	April 3, 2025
Planning Commission review and recommendations	April 17, 2025
City Council award of decision	May 14, 2025
Notification to Grantees; Contracts sent to grant recipients	May 22, 2025
Project deadline - 18 months from City Council decision	November 12, 2026
Project Expense Worksheet and Grant Close Out Form due	November 26, 2026



KEY PRINCIPLES

In the application, eligible Applicants are asked to describe how the proposed project contributes to a healthy, inclusive, charitable, and equitable community. The City of Rockaway Beach believes that supporting its organizations and entities that encourage this type of community building will make a better future for everyone.

Projects funded through the Large Community Grant must predominately support or be attended by the Rockaway Beach community.

FUNDING PRIORITIES

1.

Projects that make the largest impact for Rockaway Beach residents.

2.

Projects that fill an existing need that would not be met without grant funding.

3.

Projects that bring the community together and create positive community engagement.

INELIGIBLE PROJECTS

- Tourism based/supported projects
- Day-to-day operational expenses and payroll
- Marketing and promotional project
- Political activities and fundraising for political activities
- Projects which drive/support commerce

For-profit businesses are encouraged to apply for building improvement funds and/or marketing needs through the City's Business Facade Grant and/or Marketing Grant programs.

SELECTION CRITERIA

All applications for eligible projects will be rated and ranked based on the following criteria. While the following criteria has been deemed most important, additional relevant factors beyond the score may be worthy of consideration.

Healthy Community Score (25 points)

A healthy community is one where access to fresh, healthy foods are available, educational resources are provided, physical fitness is promoted, recreational opportunities are encouraged, medical and mental health needs are met, and the environment is cared for.

- Does the project offer opportunities to improve physical or mental health?
- Does the project provide healthy opportunities to those who may not otherwise have access?
- Does the project promote healthy lifestyle changes?

Inclusive Community Score (25 points)

This score measures how well the project strengthens the local sense of community. In an inclusive community diversity is valued, social opportunities are plentiful, community involvement thrives, and residents work together to support city initiatives or projects.

- Does the project create new social opportunities for residents?
- Does the project strengthen the local sense of community or serve an underrepresented population?
- Does the project bring the community together to work towards a common goal?

Charitable Community Score (25 points)

This score measures how well the project supports local charitable efforts. Charitable communities value giving back to others, promote volunteer opportunities, and strive to meet the needs of the local community.

- Does the project offer new opportunities for residents to volunteer to better the community?
- Does the project provide services or opportunities currently lacking in the community?

Equitable Community Score (25 points)

This score measures how well the project encourages equity throughout the local community. Equitable communities provide a helping hand to residents in need and meet the needs of underserved community members.

- Does the project assist residents who need additional support?
- Does the project provide new services or assistance to underserved community members?

SCORING OVERVIEW

Baseline Scoring

Up to

Healthy Community Score	25 points
Inclusive Community Score	25 points
Charitable Community Score	25 points
Equitable Community Score	25 points

GRANT REVIEW PROCESS

The City of Rockaway Beach staff will provide guidance on applications if presented a minimum of 14 calendar days prior to the grant application deadline, April 3, 2025.

Each application received will first be reviewed by the Grant Manager for completeness. If the application is incomplete or not received by the deadline, it will not be submitted to the Planning Commission for consideration.

The Planning Commission will review, score, and rank all of the applications received, then make initial scoring recommendations for funding. The Planning Commission's recommendations will be presented to the City Council at their workshop on May 14, 2025.

The City Council will review the applications, the Planning Commission's recommendations, and make the award decision at their regular meeting on May 14, 2025.



FUNDING PROCESS

Once the grant is awarded and contract is signed, Grantees can start on projects.

Grant funds will be issued within two weeks of contract execution via check.

Upon completion of the project, the Grantee shall complete the Project Expense Worksheet and Grant Close Out form. The Grantee shall be scheduled to make a five-minute presentation to the City Council to publicly share how the grant funds were spent. The presenter shall not be a member of the governing body.

The City Council shall determine the grant complete through a motion at a public meeting.

RESOLUTION NO. 2025-23

A RESOLUTION APPROVING AWARDS FOR THE 2024-2025 LARGE COMMUNITY GRANT PROGRAM

WHEREAS, the City Council appropriated \$75,000 for the Community Grant Program in the 2024-2025 fiscal year adopted budget; and

WHEREAS, the Council has awarded Small Community Grants in the amount of \$17,793.58, leaving \$57,206.42 available to award to Large Community Grants; and

WHEREAS, provides funding to non-profit, not-for-profit organizations that serve the Rockaway Beach community in the amount of \$5,000 to \$20,000; and

WHEREAS, the Planning Commission has reviewed applications based on established grant evaluation criteria and has made funding recommendations to the City Council; and

WHEREAS, the City Council has reviewed the grant applications and Planning Commission recommendations, and has determined to award the following grants to applicants as specified below.

NOW, THEREFORE, THE CITY OF ROCKAWAY BEACH RESOLVES AS FOLLOWS:

Section 1. The City of Rockaway Beach City Council hereby awards 2024-2025 Large Community Grants to the following recipients in the amounts specified below:

Recipient & Event/Project:	Grant Amount:
Meals for Seniors Food for Seniors	\$ 20,000
Fulcrum Community Resources & Rockaway Beach Business Association Summer Movies in the Park	\$ 19,000
Neah-Kah-Nie Coast Arts Music & Cultural Foundation Music Technology Club Launch	\$ 18,206.42

Section 2. This Resolution shall be effective immediately upon adoption.

APPROVED AND ADOPTED BY THE CITY COUNCIL THE 14th DAY OF MAY 2025.

APPROVED

Charles McNeilly, Mayor

ATTEST

Melissa Thompson, City Recorder

February 26, 2025

Tillamook PUD

On behalf of the Rockaway Beach Lions Club

Application for Handicapped Access Grant

Dear Staff:

This is a letter in support of the Rockaway Lions Club application for grant funds to improve access into its clubhouse.

The building is used by many community people in addition to the Lions' own members. The Lions building is widely used, including for bingo and community dinners such as for Veterans. Various other groups use the building for meetings, such as the Hope Chest Thrift Shop. The building is also the site for preparation of food "back-packs" for hungry students, and the preparation and pick-up site for Thanksgiving and Christmas baskets for those in need. It also the site for regular blood drives for the Red Cross. These are a just a few of their community service activities.

There are several steps that can be difficult to navigate. Another public building, the Rockaway Beach Library, faced similar issues. Even though the library steps are sturdy and hand-railed, the ramp alongside the stairs is well used. Besides wheelchair and walker users, many people with canes and stability issues prefer the convenience and security of the ramp.

Knowing how appreciated the library ramp is, I heartily endorse the Lions grant application, on behalf of the Friends of the Rockaway Beach Library. The Library Friends are pleased to endorse a fellow community group that does so much for all of us.

Please know that the Lions application is for a most worthy need for an organization that does so much for so many in our Rockaway community.

Sincerely,

Sue Luce

Treasurer

Friends of the Rockaway Beach Library

c/o 1185 Necarney St.

Rockaway Beach, OR 97136

MAR 25 10:55AM


RE: An application for Handicapped Access Grant for Rockaway Beach Lions Club.

Dear Staff:

The Rockaway Lions Club is applying for grant funds to improve entry into the clubhouse, I am writing this letter in support of their efforts.

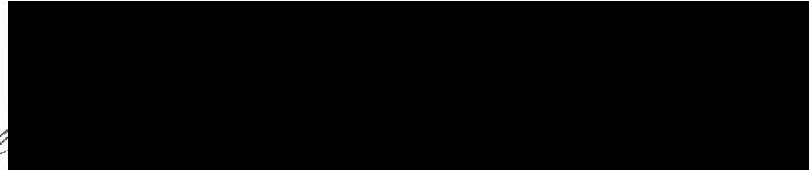
The building is used for many activities supporting community projects and is used by persons of all ages and mobility. A major concern is the main entry area does need a more permanent ramp for allowing easier access for the elderly and persons with disabilities to be able to use the facility.

I heartily endorse the Lions grant application.

As a member of the Rockaway community I am proud of and appreciative of all the work the Lions do in our community.

Thank you for your attention to their application..

Sincerely,


POB 257
Rockaway Beach Or
97136

MAR 1 '25 3:02PM


RE: An application for Handicapped Access Grant for Rockaway Beach Lions Club.

Dear Staff:

The Rockaway Lions Club is applying for grant funds to improve entry into the clubhouse, I am writing this letter in support of their efforts.

The building is used for many activities supporting community projects and is used by persons of all ages and mobility. A major concern is the main entry area does need a more permanent ramp for allowing easier access for the elderly and persons with disabilities to be able to use the facility.

I heartily endorse the Lions grant application.

As a member of the Rockaway community I am proud of and appreciative of all the work the Lions do in our community.

Thank you for your attention to their application..

Sincerely,



James Mayor

CITY OF ROCKAWAY BEACH

LARGE COMMUNITY GRANT

APPLICATION

2024/2025

APPLICANT INFORMATION

Organization Name rockaway lions club

Contact Name ron hemberry

Title project director

Phone Number 2083058886

Email rhemberry@gmail.com

Organization Type non profit service club

Physical Address 265 anchor st Rockaway Beach, or

Mailing Address po box 611 rockaway beach or 97136

PROJECT CHECKLIST

- ✓ **Complete Application**
- ✓ **Attach Plans, as needed**
- ✓ **Attach 3 Letters of Support**
- ✓ **Submit Application by 12:00 pm on April 3, 2025**

Preferred delivery format is one combined PDF with all documents in order listed above. The City of Rockaway Beach will accept multiple PDF documents if titled in the following format; [Organization Name, Page X of X]. Paper copies will also be accepted. You will receive an email confirmation of receipt from the Grant Manager within 2 business days of submittal. It is the Applicant's responsibility to verify successful receipt of application. If confirmation is not received in the allotted time frame, contact the Grant Manager via email.

PROJECT OVERVIEW

Project Title

Grant Request

Total Project Cost

Questions? Need assistance?
Grant Manager, Lark Reifenstahl
LReifenstahl@corb.us
(503) 374-1752 ext. 104

1

PROJECT DESCRIPTION

Answers must fit in the space with provided formatting.

Provide a complete description of the project's intended function and demographic(s) that will be served by the project. *If relevant, attach design drawings, plans, etc.*

Handicap ramp for front of building

remodel bathroom door

purchase and store supplies for building already oked by city

HEALTHY COMMUNITY

Answers must fit in the space with provided formatting.

Explain how the project contributes to a healthier local community.

A healthy community is one where access to fresh, healthy foods are available, educational resources are provided, physical fitness is promoted, recreational opportunities are encouraged, medical and mental health needs are met, and the environment is cared for.

Ppeople with handicap will be able to get in building and take part in any thing going on in building etc bingo dinners fund raisers etc

INCLUSIVE COMMUNITY

Answers must fit in the space with provided formatting.

Explain how the project assists the local community in promoting inclusivity.

In an inclusive community diversity is valued, social opportunities are plentiful, community involvement thrives, and residents work together to support city initiatives and projects.

people with handi caps will be able to use building for events such as bingo dinners
events as in bake sales burthday parties

CHARITABLE COMMUNITY

Answers must fit in the space with provided formatting.

Explain how the project supports local charitable efforts.

Charitable communities value giving back to others, promote volunteer opportunities, and strive to meet the needs of the local community.

charitable events can use building and bathrooms for events

EQUITABLE COMMUNITY

Answers must fit in the space with provided formatting.

Explain how the project encourages equity throughout the local community.

Equitable communities provide a helping hand to residents in need and meet the needs of underserved community members.

groups with people handicaped can use building and restroom

PROJECT WORK PLAN

The project work plan highlights key objectives of your application, how you plan to achieve them, and how to intend to measure the impacts.

The work plan describes project goals. Each goal further defines the following:

- Budget amount per goal
- Key action steps
- Timeline to complete each step
- Expected outcome for each step
- Evaluation method for each step

Complete the template below. Limited to three goals in formatting provided.

Verify that "Budget to Complete Goals" total matches "Budget Totals"

GOAL #1:

Budget to Complete Goal:

Key Action Steps	Timeline	Expected Outcome	Evaluation Method
handicap ramp	1 to 3 months	ramp useable in 3 months	pictures and inspections 4149.99
restroom remodel	1 to 3 months	restroom can be used by handicap people	pictures and inspections 500.00

GOAL #2:**Budget to Complete Goal:**

Key Action Steps	Timeline	Expected Outcome	Evaluation Method
purchase supplies for fema probject already aproved	1 to 3 years	building will meet fema rules	pictures and bills 14500.00

GOAL #3:**Budget to Complete Goal:**

Key Action Steps	Timeline	Expected Outcome	Evaluation Method

PROJECT BUDGET

Income	BUDGET
City of Rockaway Beach Large Community Grant	\$ 19,149
Other Income	
<i>Matching amounts are NOT required, but if your project exceeds the grant fund limit, use this section to add additional funding resources</i>	
	\$
	\$
	\$
TOTAL INCOME	
	\$ 19,149

Expenses		
Description	Estimate Obtained (Y/N)	Budget
<i>If estimates from tentative vendors have been obtained, please attach those to the application.</i>		
handicap ramp		\$ 4,149
restroom remodel		\$ 500
supplies for fema project		\$ 14,500
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
TOTAL BUDGET		
		\$

Total income should equal total expenses

AUTHORIZATIONS AND CERTIFICATIONS

Initial the following authorizations and certifications

I am an eligible Applicant and submitted an eligible project. Refer to above grant information for details.

I agree to comply with federal, state, and local rules and regulations, where applicable.

Legal title affirmation. I understand that legal title to the completed project must be held for at least 10 years following the project completion or that some other arrangement, satisfactory to the City of Rockaway Beach, will be put in place to protect the investment of public funds in this project for a 10-year period.

Required for facility improvement projects only.

I agree to enter into an agreement with the City of Rockaway Beach upon grant approval. The City of Rockaway Beach reserves the right to include such additional special conditions or requirements in each contract, as it might deem necessary or desirable to protect the public investment of tax dollars in the project.

I agree to provide a W9-Request for Taxpayer Identification Number and Certification. I certify that the Federal Employer Identification Number and business type provided in the above application is accurate and the organization is not subject to back-up withholding.

I agree to provide current, executed Articles of Incorporation or Organization for the non-profit or not for profit organization.

I give permission to the City of Rockaway Beach to use my project for public information, promotional, and educational purposes.

Hold harmless and Indemnification. I agree to hold the City of Rockaway Beach harmless for any liens, claims, damages, or other liabilities related to the project, and to indemnify and defend the City of Rockaway Beach from any claims, costs, damages, or expenses of any kind, including attorney's fees and other costs and expenses of litigation, arising out of the project.

Authorization. I certify to the best of my knowledge that all information contained in this application, including all attachments, certifications, is valid and accurate. I further certify that the application has been reviewed and approved by the authorized owner(s), manager(s) with appropriately delegated authority and/or in accordance with the organization's Articles of Incorporation or Organization.

Signature



Date

2-25-25

Printed Name

Ron Hemberry

Title

President

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SHOPPING CART

ITEM

STATUS

QTY / TOTAL



Silver Spring 10' Side-Entry L-Shaped Modular Ramp with 4' Top Platform
Item: 10-44552TP

Total Rise (in inches): 10
1-2 Week Lead Time
FREE SHIPPING

1 **\$4,149.99**

x

Recently Viewed



Silver Spring 10' Side-Entry L-Shaped Modular Ramp with 4' Top Platform

\$4,149.99

Silver Spring 10' Side-Entry Straight Modular Ramp with 4' Platform

\$2,849.99[2 Reviews](#)

Full Length Pin Pockets Welded to the Side Curbs with 4 Pins

\$549.99

ORDER TOTAL

Merchandise Total

\$4,149.99

Shipping

Calculated at Checkout

Estimated Tax

\$0.00**Total****\$4,149.99**

Or Checkout With

NCAM Grant Application

2024/2025CITY OF ROCKAWAY BEACH LARGE COMMUNITY GRANT

APPLICATION

Organization Name: Neah-Kah-Nie Coast Art, Music & Cultural Foundation dba NCAM Foundation

Contact Name: Cosmo Jones

Phone Number: 313-265-5884

Organization Type: Registered Oregon 501(c)(3) non-profit organization

Physical Address: 113 Miller Rockaway Beach OR 97136

Mailing Address: PO Box 332 Rockaway Beach OR 97136

APPLICANT INFORMATION

Title: Board Member/Music Director

Email: hello@ncamfoundation.org

PROJECT CHECKLIST

Project Title: Music Technology Club Launch

Grant Request: \$20,000

Total Project Cost: ~\$180,000 for equipment, of which only \$20,000 is needed to be able to launch program.

PROJECT OVERVIEW

Project Description

Provide a complete description of the project's intended function and demographic(s) that will be served by the project. If relevant, attach design drawings, plans, etc.

This grant request seeks \$20,000 to fund the construction of a customized, modular, sound-proof control room at Neah-Kah-Nie High School (NKNHS). This room is the final, essential piece of infrastructure required to launch the **Neah-Kah-Nie High School Music Technology Program, sponsored by the NCAM Foundation**. This innovative program will provide students from NKNHS and potentially other Tillamook County high schools with hands-on training in modern music production, audio engineering, recording techniques, stage management, and related media arts (video, graphics, promotion).

The program leverages significant existing resources, including ~\$60,000 in donated band/PA equipment and ~\$100,000 in professional recording equipment to be leased for \$1/year upon the control room's completion. It is guided by the NKNHS Music Director Michael Simpson (holding an MM in Music Technology) and supported by volunteer professional audio engineers.

The primary demographics served are high school students within Tillamook County interested in music, technology, and creative industries. The program also engages the broader Rockaway Beach community by involving adult musicians (offering free recording opportunities), skilled volunteers, and providing a potential pathway to dual high school/college credit and STEAM designation. The control room itself will be built in collaboration with the NKNHS construction program, providing practical experience for those students as well.

The creation of a Music Tech Club will set the foundation for the ability to create a modern music education program designed for how music works **today**.



This example shows an approximate size, our version would have a larger window



This example shows how the airflow works, there's simply one connection for supply and one for exhaust. There's a built in electrical panel that will need a dedicated 30-amp circuit. It may be smart to separate lighting and bring that in as low voltage using LEDs.

Healthy Community

Explain how the project contributes to a healthy community in Rockaway Beach.

The Neah-Kah-Nie High School Music Technology Program, sponsored by the NCAM Foundation and centered around the proposed modular control room buildout, directly contributes to a healthier Rockaway Beach community by fostering positive **mental health**, building **essential collaborative skills** and **intergenerational connections**, and providing access to **healthy, constructive resources** for both youth and adults:

1. **Promoting Positive Mental Well-being & Social/Collaborative Skills:** Music education is well-documented to enhance mental well-being. Engaging in music and creative arts provides a powerful, positive outlet for emotional expression, stress reduction, developing emotional resilience, and building self-esteem. This program offers a structured, supportive environment where young people *and* adult community members (local musicians, songwriters, volunteers) can channel energy constructively. Crucially, working together on tangible, real-world projects like forming and recording bands teaches invaluable collaborative skills: navigating different personalities, setting boundaries, defining roles and responsibilities, and learning effective communication and teamwork. These activities combat potential isolation, build vital social and intergenerational connections, and foster a healthier sense of community. Adult musicians also benefit from free recording opportunities while sharing their knowledge, enhancing their own well-being.
2. **Developing Broad Skills, Cognitive Function, and Fostering Accomplishment:** Learning tangible skills in music technology, audio engineering, stage management, video production, graphic art, website creation, promotion, and the *business of music* equips participants with valuable real-world experience. Furthermore, research shows music education stimulates brain regions responsible for language, reasoning, memory, attention, and problem-solving. Mastering diverse creative and technical skills, enhanced by

these cognitive benefits, and producing tangible outcomes (like recordings, videos, promotional materials, or managed events) cultivates a strong sense of accomplishment and purpose. This boosts confidence and self-worth, vital components of positive mental health and future readiness for students entering college, trade school, or the workforce.

3. **Providing Access to Healthy Activities & Resources:** This program represents a significant healthy and constructive activity resource for students at Neah-Kah-Nie High School (serving Rockaway Beach youth) and participating adult community members. It offers an engaging alternative, developing diverse skills applicable to many paths. By providing access to professional-level equipment and mentorship (through donated time from local musicians, engineers, teachers, and other adult volunteers), we offer a unique resource that supports positive youth development and overall community well-being.
4. **Encouraging Healthy Technology Engagement:** In an increasingly digital world, this program actively teaches participants how to engage with modern technology in a healthy and ethical manner. While providing access to the latest tools, we emphasize mindful use, collaboration over isolation, and understanding how to avoid unhealthy relationships with technology, promoting positive digital citizenship alongside technical skills.

(Note: The program's emphasis on positive engagement, cognitive development, skill-building, mental well-being, collaboration, intergenerational connection, and healthy tech use contributes significantly to the overall health of participants and, by extension, the Rockaway Beach community.)

Inclusive Community

Explain how the project contributes to an inclusive community in Rockaway Beach.

The Neah-Kah-Nie High School Music Technology Program, sponsored by the NCAM Foundation and enabled by the requested control room, is fundamentally designed to foster an inclusive community in Rockaway Beach by bringing diverse groups together, valuing different forms of participation, and encouraging broad community involvement:

1. **Creating Social Opportunities & Bringing People Together:** Music is a powerful connector. This program utilizes space at the high school to provide a vital, year-round indoor gathering place – **a significant asset in a community**

with very limited indoor venues capable of hosting larger groups (potentially 50+ people). This is especially crucial during the quieter winter months when community connection points are scarce. It brings together students with diverse interests (performance, tech, art, video, business) and integrates them with adult community members (musicians, volunteers, mentors) through shared creative projects. This program, alongside NCAM's related activities like songwriter circles and the annual music festival, creates much-needed social and recreational opportunities in our small town, combating isolation and strengthening community bonds by offering a dedicated space for larger groups to connect.

2. **Valuing Diversity & Different Forms of Participation:** We actively strive to include diverse voices and talents. The program welcomes students interested in *all* aspects of music creation and promotion, not just performance. Furthermore, our related programming includes outreach to diverse cultural groups within the region, such as the Grand Ronde tribe and the Latinx community, inviting participation. Offering recording opportunities facilitated by this studio can attract musicians from various backgrounds, enriching the cultural landscape for students and the community. The program structure inherently values the diverse contributions of students, adult musicians, technical volunteers, and mentors working side-by-side.
3. **Encouraging Community Involvement & Engagement:** This project provides concrete avenues for community involvement. Adult musicians can share their expertise and receive recording time, volunteers can mentor students in technical or business skills, and students themselves engage with the community by promoting events or recording local artists. The program leverages community assets (school space, volunteer expertise) and gives back by providing unique educational opportunities unavailable elsewhere locally and by supporting the local music scene. This collaborative model strengthens the fabric of community engagement.
4. **Supporting Community Vibrancy:** By providing high-quality music education and creation facilities, we enhance the cultural offerings of Rockaway Beach. While not direct tourism promotion, the ability to attract diverse musicians for recording and collaboration, coupled with our ongoing efforts to promote related events, contributes to Rockaway Beach's reputation as a vibrant, active community year-round, supporting a positive quality of life that benefits residents and aligns with the City's broader goals.

Charitable Community

Explain how the project contributes to a charitable community in Rockaway Beach.

The Neah-Kah-Nie High School Music Technology Program, sponsored by the NCAM Foundation, embodies the spirit of a charitable community by directly giving back valuable resources, fostering high-level volunteerism, and meeting distinct local needs with significant future potential:

1. **Giving Back Resources & Expertise:** A core charitable function of this program is providing **free access** to professional-level recording facilities and expertise. This removes significant financial barriers that often prevent local musicians and students from creating high-quality recordings. Unlike commercial studios where time equals money, our focus is on teaching and achieving a quality finished product, allowing the necessary time without cost pressures. This represents a substantial gift of resources and opportunity back to the community's creative members.
2. **Fostering High-Level Volunteerism:** The program relies heavily on and actively cultivates volunteerism at a high level of expertise. **Three qualified audio engineers and the Neah-Kah-Nie School District Music Director (who holds an MM in Music Technology) donate their time and knowledge** to guide students and oversee recording sessions. This represents a significant charitable contribution of professional skill, creating meaningful opportunities for these experts to give back, share their passion, and contribute directly to youth development and the local arts scene. The entire foundation of this advanced program is currently built upon such volunteer efforts.
3. **Meeting Local Needs & Building Future Value:** This initiative addresses several key community needs:
 - **Advanced Educational Need:** We teach musicians practical skills, including how to prepare effectively for the recording process. Critically, the high level of volunteered expertise allows us to elevate this from a club to a potential **full-fledged Music Technology program offering dual high school/college credit and STEAM designation**. This provides extremely valuable opportunities for students to earn college credits locally, preparing them for future success – a significant educational need met through charitable effort.
 - **Youth Engagement Need:** The program provides a safe, supervised, and constructive environment for students after school and on weekends, offering

positive engagement for youth with diverse interests connected to music (performance, tech, video, art, dance, etc.).

- **Resource Need:** By offering free, high-quality recording, we meet a tangible need for local artists who lack access to such resources, supporting the vitality of our local music community.
- **Community Development Need:** Our long-term goal is to realize this fully accredited program. Such a unique offering can contribute to attracting and retaining long-term residents and enhancing awareness of Rockaway Beach, providing lasting charitable value to the community's future.

In essence, the program operates on a foundation of sharing resources, high-level donated expertise, and knowledge to uplift students and local artists, directly contributing to the charitable fabric and future potential of Rockaway Beach.

Equitable Community

Explain how the project contributes to an equitable community in Rockaway Beach.

The Neah-Kah-Nie High School Music Technology Program, sponsored by the NCAM Foundation, actively promotes equity by removing significant barriers and extending unique opportunities to students and community members who might otherwise be underserved:

1. **Removing Financial Barriers:** The most fundamental way this program fosters equity is by being **entirely free** to participants. This eliminates economic barriers that often prevent students from low-income families or local musicians with limited means from accessing professional-level music instruction, recording equipment, and production facilities. It ensures that participation is based on interest and passion, not financial capacity.
2. **Ensuring Broad Geographic Access:** We are committed to making this unique resource available beyond just the host high school. The program is **open to students from all three high schools within Tillamook County**, allowing participation after school and on weekends. This ensures that students are not excluded from this opportunity based solely on which school district they reside in within our broader community. We also aim to develop a summer program to further expand access.
3. **Providing Access to High-Level Resources:** This program provides access to professional-grade equipment and instruction from highly qualified experts (MM Music Director, experienced engineers) within a public school setting. This helps

level the playing field, offering opportunities typically unavailable in rural districts or to those without significant personal resources, ensuring more equitable access to advanced arts and technology education.

4. **Serving Youth with Diverse Needs:** By providing a safe, engaging, and free after-school and weekend environment (as mentioned under Charitable), the program also serves youth who may lack access to other constructive activities or resources, contributing to equitable support for positive youth development.

In summary, the program promotes equity by deliberately removing financial and geographic barriers, providing access to high-value resources typically out of reach for many, and serving youth with diverse needs in our community.

Project Work Plan

Goal 1: Construct a customized, modular, sound-proof control room at Neah-Kah-Nie High School to serve as the core facility for the Music Technology Program.

- **Budget Allocated to Goal 1:** \$20,000 (100% of Grant Request)
 - *Note: This budget covers all materials, plus costs for licensed electrician and HVAC technician services.*
- **Action Steps:**
 1. **Finalize Room Design & Plans:** Confirm final dimensions and specifications based on Whisper Room model, customized for school needs and integration with existing space. (Responsibility: Music Director, Construction Teacher)
 2. **Develop Prioritized Parts & Materials List:** Create a detailed list of all necessary construction materials, soundproofing components, door, window, electrical, and HVAC interface components. (Responsibility: Construction Teacher, Music Director)
 3. **Order Materials:** Procure all items from the parts list. (Responsibility: NCAM Foundation/School Procurement)
 4. **Receive & Stage Materials:** Accept delivery and organize materials at the build site. (Responsibility: Construction Teacher/Students)
 5. **Construct Modular Room:** School construction program students, under teacher supervision, assemble the room structure, including framing, insulation, soundproofing layers, interior/exterior finishes, door, and window installation. (Responsibility: Construction Teacher & Students)
 6. **Install Electrical Connections:** Licensed electrician connects the room to existing electrical service, installing necessary outlets and lighting according

to code. (Responsibility: Licensed Electrician, coordinated by Construction Teacher)

7. **Install HVAC Connections:** Licensed HVAC technician connects the room to the existing HVAC system for proper ventilation, ensuring appropriate air intake and exhaust according to code. (Responsibility: Licensed HVAC Technician, coordinated by Construction Teacher)
8. **Final Finishing & Inspection:** Complete any final finishing touches (paint, trim, rear diffuser) and conduct a final inspection to ensure structural integrity, soundproofing effectiveness, and utility function. (Responsibility: Construction Teacher, Music Director)

- **Timeline:**

- Steps 1-2 (Design/List): May - June 2025
- Step 3 (Order): June - July 2025
- Step 4 (Receive): July - August 2025
- Step 5 (Construct): September 2025 - January 2026 (Fall Semester)
- Steps 6-7 (Utilities): December 2025 - January 2026 (During/End of Construction)
- Step 8 (Finish/Inspect): January 2026

- **Outcome(s):**

1. A fully constructed, functional, sound-proof modular control room meeting specified design requirements is completed and ready for equipment installation.
2. Neah-Kah-Nie High School construction students gain practical, hands-on experience in building techniques, project execution, and working with specialized requirements (soundproofing).

- **Evaluation Method(s):**

1. **Completion Verification:** Physical inspection of the finished room by Music Director, Construction Teacher, and NCAM representative confirms all construction steps are complete.
2. **Functionality Test:** Basic tests confirm electrical outlets work, HVAC provides airflow, and door/window seal properly. Informal sound isolation test conducted.
3. **Readiness Confirmation:** Successful installation of the leased professional recording equipment (planned within one week of room completion) serves as final confirmation the room meets functional requirements.
4. **Student Participation Record:** Construction teacher confirms student involvement in the build process.

Note - there is just one goal needed even though three are permitted

Project Budget

This budget reflects the resources required for the specific project phase enabled by this grant: constructing the control room and preparing for the launch of the Neah-Kah-Nie High School Music Technology Program, sponsored by the NCAM Foundation.

I. INCOME

- **A. Cash Income:**
 - City of Rockaway Beach Grant Request: \$20,000
 - Other Cash Sources (e.g., NCAM funds for equipment lease): \$1
 - **Total Cash Income: \$20,001**
- **B. In-Kind Contributions (Non-Cash Resources & Support):**
 - Donated Equipment (Band instruments, PA, etc.): ~\$60,000 (Already received)
 - Leased Professional Recording Equipment: ~\$100,000 (Value of equipment provided via \$1/year lease upon room completion)
 - Volunteer Time - Program Lead & Development: ~1,700+ hours (Lead NCAM Board Member efforts over 2 years establishing non-profit, events, securing donations; NKNHS Music Director program development outside contract hours)
 - Volunteer Time - Board Governance & Committee Work: ~2,184 hours/year (Estimated for 7 NCAM board members)
 - Volunteer Time - Grant Writing & Research: ~400 hours/year (Donated time from retired lawyer and educator)
 - Volunteer Time - Event Support: Significant hours donated by Rockaway Beach Volunteers group for related fundraising events (e.g., music festival).
 - Volunteer Time - Expert Consultation/Oversight: Donated time from 3 qualified audio engineers for program guidance.
 - *Note: Monetary value for volunteer time is not calculated here but represents substantial community investment. Can be valued if required by funder.*
 - **Total In-Kind Contributions: ~\$160,000 (Equipment Value) + Extensive Volunteer Hours**

II. EXPENSES

- **A. Cash Expenses (Covered by Grant Request & Other Cash Income):**

- Control Room Construction (Goal 1): \$20,000
 - *(Covers materials, licensed electrician & HVAC fees. Detailed estimate to be provided prior to fund disbursement upon grant award.)*
- Equipment Lease Payment (Annual): \$1
- **Total Cash Expenses: \$20,001** *(Must equal Total Cash Income)*
- **B. In-Kind Expenses (Application of Non-Cash Resources):**
 - Application of Donated Equipment Value: ~\$60,000
 - Application of Leased Equipment Value: ~\$100,000
 - Application of Volunteer Hours: (Corresponds to hours listed in Income)
 - **Total In-Kind Expenses: ~\$160,000 (Equipment Value) + Extensive Volunteer Hours**

Budget Notes:

- The \$20,000 grant request specifically covers the cash costs required to build the essential control room infrastructure. A detailed cost estimate will be provided prior to fund disbursement if the grant is awarded.
- This grant unlocks significant leveraged resources, including ~\$160,000 in equipment and thousands of hours of high-level volunteer expertise, demonstrating strong community commitment and project sustainability.
- Vendor estimates for electrician and HVAC services will be obtained as part of the detailed cost estimate.

AUTHORIZATIONS AND CERTIFICATIONS

Initial the following authorizations and certifications

[Signature]

I am an eligible Applicant and submitted an eligible project. Refer to above grant information for details.

[Signature]

I agree to comply with federal, state, and local rules and regulations, where applicable.

n/a

Legal title affirmation. I understand that legal title to the completed project must be held for at least 10 years following the project completion or that some other arrangement, satisfactory to the City of Rockaway Beach, will be put in place to protect the investment of public funds in this project for a 10-year period.



Required for facility improvement projects only.

[Signature]

I agree to enter into an agreement with the City of Rockaway Beach upon grant approval. The City of Rockaway Beach reserves the right to include such additional special conditions or requirements in each contract, as it might deem necessary or desirable to protect the public investment of tax dollars in the project.

[Signature]

I agree to provide a W9-Request for Taxpayer Identification Number and Certification. I certify that the Federal Employer Identification Number and business type provided in the above application is accurate and the organization is not subject to back-up withholding.

[Signature]

I agree to provide current, executed Articles of Incorporation or Organization for the non-profit or not for profit organization.

[Signature]

I give permission to the City of Rockaway Beach to use my project for public information, promotional, and educational purposes.

[Signature]

Hold harmless and Indemnification. I agree to hold the City of Rockaway Beach harmless for any liens, claims, damages, or other liabilities related to the project, and to indemnify and defend the City of Rockaway Beach from any claims, costs, damages, or expenses of any kind, including attorney's fees and other costs and expenses of litigation, arising out of the project.

Authorization. I certify to the best of my knowledge that all information contained in this application, including all attachments, certifications, is valid and accurate. I further certify that the application has been reviewed and approved by the authorized owner(s), manager(s) with appropriately delegated authority and/or in accordance with the organization's Articles of Incorporation or Organization.

Signature

[Redacted Signature]

Date

April 2, 2025

Printed Name

Cosmo Jones

Title

*Board Member
& Music Director*

9

To Whom It May Concern,

As a lifelong musician and a career music educator, I have seen what music and music learning can offer for individuals and communities-at-large. Over 20 years ago, one would have been hard-pressed to find a single band performing anywhere in north Tillamook County. Now, the area has become a cornucopia of numerous musical styles with music artists and groups playing at various venues throughout our communities. Due to this welcomed growth, younger local musicians are now inspired to create, play, sing, and record their own songs. What all these creative artists need today is an inspiring, helpful, and practical place to converge with their ideas, skills, and knowledge. This is the reason why I am writing to you.

A fully functional recording studio would:

- Network local musicians through a central hub of activity
- Create new opportunities for local residents to learn new skills and allow veteran musicians to lend their knowledge
- Foster healthy shared social/emotional habits through creating, playing, singing, and recording music
- Provide remote services to residents with special needs who wish to be involved
- Encourage a sense of belonging to all included parties regardless of skill, age, or background

The Heart of It

Oregon is such a naturally beautiful place and one could argue that the coast is the brightest gem on its crown. Unfortunately, this leaves residents spread across miles and miles of highway without much connection for musicians in different towns. Creating a studio in the center of north Tillamook County would bring musicians from all over the area and connect them in a way that hasn't been done before.

A Need Has Arisen

Not only has there long been a need for a fully-functioning studio for well-versed musicians in this area, but so many residents of student age and beginners of all ages have recently become interested in music composition, performance, and technology. This studio would serve a dual purpose by recording already established artists and allowing newer musicians a chance to flourish as well by getting the education they need from skilled veterans.

Mind, Body, and Soul

Though there has been a long known understanding that music is "good for the soul", it has only come to light in the past few years through rigorous scientific research of what mental and physical benefits music can have on the human brain and body. When people sing and

perform in groups, this can magnify the effects. Bringing musicians together at the studio would allow for this to happen on a consistent basis.

Offsite and On Target

Music technology grew rapidly throughout the recent pandemic and allowed for musicians to be able to collaborate, rehearse, and record music by utilizing online applications. This recording studio would contain a component to allow musicians with limited mobility to still be part of this musical community through technological means.

For the Benefit of All

If any local child, teen, adult, or senior is interested, they will be welcomed at this studio. No matter what piques the imagination of any person who walks through the door, they will be encouraged to follow their passion. Be it anything from learning to play an instrument, to writing song lyrics, to practicing voiceover work or recording a fully-fledged musical band, this will be the place for them to learn and grow with the help of others. Skills will be handed down from one generation to the next, bonds will be forged, and friendships strengthened. This will be a place to start, a place to finish, but most importantly, a place to belong.

Sincerely,
Michael Simpson



MM Music Technology
MEd Cross Cultural Teaching
BA Music Education

Neah-Kah-Nie School District #56
Rockaway Beach, Oregon 97136



**Rockaway Beach Business Association
PO Box 1056
111 S Miller #C
Rockaway Beach OR 97136**

March 3, 2025

Subject: Letter of Support for Neah-Kah-Nie Coast Arts Music & Cultural Foundation

To Whom It May Concern,

The Rockaway Beach Business Association is pleased to express our strong support for Neah-Kah-Nie Coast Arts, Music & Cultural Foundation (NCAM). As a nonprofit dedicated to fostering artistic expression and cultural enrichment in our community, NCAM has significantly contributed to both the economic vitality and social cohesion of Rockaway Beach.

Since its inception, NCAM has demonstrated a deep commitment to strengthening our local economy by hosting dynamic, off-season events that bring visitors to our town. The **Rockaway Writers Rendezvous (RWR) in April** and the **Rockaway Music Festival in September** have become highly anticipated events, attracting participants from across Oregon and beyond. These events not only showcase artistic talent but also generate meaningful economic benefits by driving foot traffic to local businesses, filling hotels and vacation rentals, and increasing patronage at restaurants, retail stores, and service establishments.

Our business community has directly benefited from NCAM's initiatives. Over the past three years, we have observed a measurable uptick in business activity during NCAM event weekends. **Sequest Treasures** reported increased sales each event weekend over the previous year, with customers citing NCAM's events as their reason for visiting Rockaway Beach. Similarly, **All Professional Real Estate** saw a notable increase in walk-in traffic during NCAM's festivals, as visitors explored the area and inquired about local property listings.

Beyond economic impact, NCAM fosters strong partnerships with local businesses, many of whom contribute in-kind donations, financial sponsorships, and volunteer support. Several NCAM board members are also business owners, ensuring that event planning aligns with the needs and interests of the local economy.

The Rockaway Beach Business Association enthusiastically supports NCAM's efforts to expand its programming and continue enhancing the livability and economic resilience of our community. We believe that with additional funding, NCAM will not only sustain but further amplify its positive impact, creating year-round opportunities for business growth, tourism, and cultural engagement. We are proud to stand behind NCAM and look forward to continuing our collaboration in strengthening Rockaway Beach as a thriving destination for the arts, culture, and commerce.

With great enthusiasm and respect,

A solid black rectangular box used to redact the signature of Nancy Albro.

Nancy Albro
Secretary
Rockaway Beach Business Association
nalbro@comcast.net

Eric Sappington

Youth Engagement Director
Tillamook YMCA

503-812-2132

4/2/2025

To Whom It May Concern,

My name is Eric Sappington, and I am the Youth Engagement Director at the Tillamook YMCA. For the past three years, my mission has been to build relationships with young people, particularly those who lack structure, creative outlets, essential life skills, and the social-emotional tools necessary to navigate the world successfully. Through my work, I have witnessed firsthand how access to music and creative expression can transform lives.

One of my earliest initiatives was introducing music education at Wilson River High School, an alternative school in Tillamook. Recognizing the need for a constructive and expressive outlet, I personally purchased five guitars for my classroom. What started as a casual opportunity for students to play grew into a structured hour-long music class where students explored guitar and songwriting. Over time, five dedicated students developed enough confidence to perform three songs in front of their entire school—an incredible accomplishment for individuals who had previously only played in private.

Inspired by this success, I carried this initiative into my role at the YMCA by acquiring additional guitars and encouraging community members to donate used instruments. Through this effort, I have been able to provide at least six guitars to youth in need. This experience has reinforced my belief in the power of music as a tool for empowerment, self-expression, and personal growth.

Now, I am seeking support to take this vision a step further: the creation of a fully equipped **youth recording studio** in Tillamook county . This resource would provide young people with access to professional-level music production tools, fostering creativity and technical skills that are currently unavailable in our community. Many students do not even consider music production as a possibility because the opportunity does not exist locally. With my experience and industry connections, I am confident that we can establish a space that will not only serve local youth but also attract musicians and mentors from surrounding areas, including the Portland Metro region.

Beyond music performance, this studio would introduce students to the broader field of music production—offering hands-on experience with recording, mixing, and editing. These are valuable technical skills that could lead to future careers in music, audio engineering, and multimedia production. Moreover, such a space would provide a much-needed creative sanctuary where young people can express themselves in healthy and meaningful ways.

As a resident of this community for nearly 30 years, I have personally experienced the lack of local recording facilities. Every time I have wanted to record professionally, I have had to travel to Portland. By building a recording studio in Tillamook, we would not only serve the needs of young musicians but also lay the foundation for a vibrant and sustainable creative hub that benefits our entire community.

I strongly believe that **now is the time** to invest in this vision. With your support, we can establish a resource that will shape the next generation of artists, musicians, and creative thinkers. I appreciate your time and consideration, and I welcome the opportunity to discuss this proposal further.

Sincerely,

Eric Sappington

Youth Engagement Director

Tillamook YMCA

CITY OF ROCKAWAY BEACH

2024/2025

LARGE COMMUNITY GRANT

APPLICATION

APPLICANT INFORMATION

Organization Name MEALS FOR SENIORS, INC.

Contact Name Theresa Bruneau

Title President

Phone Number 503-317-8967

Email mealsforseniorsinc.@gmail.com

Organization Type Non-Profit 501 (c) (3) #90-0097197

Physical Address 275 South Pacific St. Rockaway Beach, OR 97136

Mailing Address PO Box 852 Rockaway Beach, OR 97136

PROJECT CHECKLIST

- ✓ **Complete Application**
- ✓ **Attach Plans, as needed**
- ✓ **Attach 3 Letters of Support**
- ✓ **Submit Application by 12:00 pm on April 3, 2025**

Preferred delivery format is one combined PDF with all documents in order listed above. The City of Rockaway Beach will accept multiple PDF documents if titled in the following format; [Organization Name, Page X of X]. Paper copies will also be accepted. You will receive an email confirmation of receipt from the Grant Manager within 2 business days of submittal. It is the Applicant's responsibility to verify successful receipt of application. If confirmation is not received in the allotted time frame, contact the Grant Manager via email.

PROJECT OVERVIEW

Project Title Food for Seniors

Grant Request \$20,000

Total Project Cost \$50,000

Questions? Need assistance?
Grant Manager, Lark Reifenhahl
LReifenhahl@corb.us
(503) 374-1752 ext. 104

1

PROJECT DESCRIPTION

Answers must fit in the space with provided formatting.

Provide a complete description of the project's intended function and demographic(s) that will be served by the project. *If relevant, attach design drawings, plans, etc.*

The grant request is to ensure Meals for Seniors, Inc. has enough money in 2025 for the food we need to purchase for all of the seniors we serve, as well as enough containers to package meals for our homebound senior citizens. We offer three letters of support, and a quote from a supplier as attachments.

In 2024 our food expenditures were \$26,611 and we prepared 13,852 meals. Of these, 5,662 were served in the dining room and 8,190 delivered to our homebound. Given the 3,412 meals we have served just from January through March 14, 2025, we estimate we will prepare 16,432 meals in all of 2025; a significant increase. We have \$30,000 in our 2025 food budget which is pledged as matching funds.

With the retirement of the cook, we hired a new Kitchen Manager who has re-organized the kitchen operations and revised the monthly menus and meal courses. As an experienced chef she also has significant knowledge of food planning and preparation and has been able to use food in a wider variety of ways. All of this has been very favorably received, resulting in a significant increase in the number seniors coming to us for meals.

In addition to a dramatically higher number of meals being served, the cost of food continues to increase exponentially. According to the Feb. 2025 Food Price Outlook Forecast of the 2025 Consumer Price & Producer Price Index of 3/13/2025, "Retail egg prices increased by 13.8% in January, 2025. This is 53% higher than in January, 2024." General availability and production cost increases and inflation, among other factors, continue to dramatically raise prices on all food. Egg prices caused us to cancel our March, 2025 French Toast Breakfast fundraiser, and jeopardizes our remaining 2025 breakfasts, causing us to re-think our in-house fundraising projects. With changes at the federal level related to funding food banks, we anticipate there may be reduced options to obtain food from the Tillamook Regional Food Bank. We purchase a significant amount of our food; using Costco, US ChefStore and sales at Safeway and Fred Meyer.

We serve senior citizens; donations are accepted but there is no charge for our meals. We provide meals 52 weeks of the year. On special occasions we serve the wider community members of all ages. Examples are our Ice Cream Social, supported by the Tillamook Creamery; open to everyone and held in August of each year. We also host a community-wide, free Thanksgiving Dinner (with all food being donated, outside of our regular meal service).

HEALTHY COMMUNITY

Answers must fit in the space with provided formatting.

Explain how the project contributes to a healthier local community.

A healthy community is one where access to fresh, healthy foods are available, educational resources are provided, physical fitness is promoted, recreational opportunities are encouraged, medical and mental health needs are met, and the environment is cared for.

Our primary purpose is to provide fresh, healthy food to senior citizens. Our 2024 Customer Survey revealed that 27% of our diners are between 80-90 years of age, and another 10% are over 90 years of age! Of our seniors, 47% have been receiving our meals for 5 years or more, 26% for 8 years or more, or conversely, 24% have been receiving our meals for less than one year. We have 3 seniors who have been receiving our meals for 17 years or more! No other organization in our local community does what we do and we are proud to meet the needs of our senior citizens and be a member of the wider community. See Attachments I - III which offer letters of support from two seniors, who have been receiving our meals for many years and a fisherman donating fresh fish on a regular basis.

Our food is fresh; served within minutes of being cooked; menus have balanced nutrition as a primary focus. For our homebound seniors we provide fresh meals 3 days a week, and frozen meals for remainder of the week. We receive fresh produce from individual's gardens and local businesses and donated fresh fish. The containers for our to go meals ensure the meals arrive hot and the frozen meals can be micro-waved or heated in an oven while preserving the nutrition and taste of the meal. With this grant we would be purchasing our first ever, compostable (made of sugar cane) containers that our food is packaged in for our homebound seniors. (See Attachment IV from Oliver Packaging and Equipment Company; the long term supplier for our packaging who is very attentive to non-profit organizations.) Their quote is good through 4/24/2025 and we would not order until grant approval and cover any additional costs from a potential new quote, through other savings.

We work with Tillamook Adventist Social Services to assist their elderly patients who may be recuperating from surgery, or rehabilitating from injuries and who need help with prepared food. We provide welfare checks with our homebound seniors. We partner with the Tillamook County Community Health Center to sponsor and advertise a community wide Flu/COVID vaccine clinic each fall. In the Fall of 2024 our clinic provided 41 vaccinations for flu, COVID and pneumonia. We provide fliers for health assistance such as Medicare and Medicaid.

We work with the Neah-Kah-Nie School District to provide volunteer opportunities for special needs students or those who need volunteer opportunities for senior projects or community service. This school year we have three special needs students working in our

INCLUSIVE COMMUNITY

Answers must fit in the space with provided formatting.

Explain how the project assists the local community in promoting inclusivity.

In an inclusive community diversity is valued, social opportunities are plentiful, community involvement thrives, and residents work together to support city initiatives and projects.

"Our mission statement is to enable the senior citizens of North Tillamook County to continue living independently in their own homes by providing access to nutritious meals and social occasions."

While senior citizens are our focus, we value hosting or participating in a variety of community activities which are open to all.

We provide social opportunities for those eating in the dining room where seniors can visit with their friends and welcome new members to our community. No one is ever turned away.

Our Thanksgiving Dinner is free and open to the entire community. All food is donated and prepared and served by volunteers. In 2024 we served 160 dinners to community members and we also delivered 40 of these special meals to our homebound seniors.

We sponsor a Christmas party where in addition to serving a special meal, we provide musical entertainment, a visit from Santa and Mrs. Claus, a photo booth, and Christmas baskets. In 2024 we put together 120 baskets for our seniors that included a variety of special treats, including flavored Tillamook cream and cheddar cheeses, fruit, candy, and baked goods.

In the summer of each year we host a free, community-wide ice cream social, with 75 people attending in 2024.

We are the only commercially approved non-profit kitchen in this area and in conjunction with St. Mary by The Sea, we are able to assist the broader community with warm meals and shelter should there be a community-wide emergency or disaster. We are in the process of obtaining a new generator large enough to allow the entire building to be fully functional in a weather related emergency.

CHARITABLE COMMUNITY

Answers must fit in the space with provided formatting.

Explain how the project supports local charitable efforts.

Charitable communities value giving back to others, promote volunteer opportunities, and strive to meet the needs of the local community.

We are a volunteer managed and operated organization. The 13 board members not only manage the organization but each is an active volunteer in operations. In addition, in 2024 we had 94 volunteers working in a number of capacities on an on-going basis - 18 worked in the kitchen, 10 delivered meals to the homebound, and 14 worked at special events. In 2024 they gave provided 6,807 volunteer hours. We had 9 businesses volunteer to donate food to us on a regular basis as well as 12 volunteers who donate produce regularly in the growing season. We have another 31 businesses volunteer by donating space in their businesses for our coin canisters for donations.

Although not a part of this application, we also manage and operate a Family Fund which provides assistance to families in need or crisis. This includes assisting with rent, utilities, food, gas, etc. throughout the year as well as gifts and food at the holidays. During the 2024 holiday season we worked with Tillamook CARE to assist 11 families with 31 children. In addition, we also worked with the Neah-Kah-Nie School District to assist another 23 families in need who had 52 children.

EQUITABLE COMMUNITY

Answers must fit in the space with provided formatting.

Explain how the project encourages equity throughout the local community.

Equitable communities provide a helping hand to residents in need and meet the needs of underserved community members.

In 2005 MFS, Inc. adopted a non-discrimination policy that states "Meals for Seniors, Inc. will not discriminate with respect to race, color, creed, sex, age, national origin, disability, religion or sexual orientation, and will comply with affirmative action programs and all federal, state or local laws that are applicable."

We serve low-income seniors in our community and those who are medically fragile and homebound. There is no charge for our meals and no one is ever turned away. We are pleased to have Special Needs students work in our dining room on an on-going basis. This provides valuable work experience, affording opportunities for employment.

PROJECT WORK PLAN

The project work plan highlights key objectives of your application, how you plan to achieve them, and how to intend to measure the impacts.

The work plan describes project goals. Each goal further defines the following:

- Budget amount per goal
- Key action steps
- Timeline to complete each step
- Expected outcome for each step
- Evaluation method for each step

Complete the template below. Limited to three goals in formatting provided.

Verify that "Budget to Complete Goals" total matches "Budget Totals"

GOAL #1:

Budget to Complete Goal:

Key Action Steps	Timeline	Expected Outcome	Evaluation Method
Purchase food \$16,649	\$4,162 on a quarterly basis	Adequate food on hand at all times	# of meals prepared each month

GOAL #2:**Budget to Complete Goal:**

Key Action Steps	Timeline	Expected Outcome	Evaluation Method
Purchase "To Go" containers \$3,351	June, 2025	Adequate # of containers to last 12 months	Monthly count on number of containers used.

GOAL #3:**Budget to Complete Goal:**

Key Action Steps	Timeline	Expected Outcome	Evaluation Method

PROJECT BUDGET

Income		BUDGET
City of Rockaway Beach Large Community Grant		\$ 20,000
Other Income		
Matching amounts are NOT required, but if your project exceeds the grant fund limit, use this section to add additional funding resources		
Meals for Seniors, Inc. 2025 budget, resources in hand to purchase food.		\$ 30,000
		\$
		\$
TOTAL INCOME		\$ 50,000

Expenses		
Description	Estimate Obtained (Y/N)	Budget
If estimates from tentative vendors have been obtained, please attach those to the application.		
Food purchase (from Costco, US ChefStore, Fred Meyer, Safeway and others.		\$ 16,649
		\$
		\$
Oliver Packaging and Equipment Company - Food Containers for Home Bound Meals (See attached)		\$ 3,351
		\$
		\$
MFS, Inc. approved budget - Food Line Item		\$ 30,000
		\$
		\$
		\$
		\$
		\$
TOTAL BUDGET		\$ 50,000

Total income should equal total expenses

AUTHORIZATIONS AND CERTIFICATIONS

Initial the following authorizations and certifications

I am an eligible Applicant and submitted an eligible project. Refer to above grant information for details. JB

I agree to comply with federal, state, and local rules and regulations, where applicable. JB

Legal title affirmation. I understand that legal title to the completed project must be held for at least 10 years following the project completion or that some other arrangement, satisfactory to the City of Rockaway Beach, will be put in place to protect the investment of public funds in this project for a 10-year period. JB

Required for facility improvement projects only.

I agree to enter into an agreement with the City of Rockaway Beach upon grant approval. The City of Rockaway Beach reserves the right to include such additional special conditions or requirements in each contract, as it might deem necessary or desirable to protect the public investment of tax dollars in the project. JB

I agree to provide a W9-Request for Taxpayer Identification Number and Certification. I certify that the Federal Employer Identification Number and business type provided in the above application is accurate and the organization is not subject to back-up withholding. JB

I agree to provide current, executed Articles of Incorporation or Organization for the non-profit or not for profit organization. JB

I give permission to the City of Rockaway Beach to use my project for public information, promotional, and educational purposes. JB

Hold harmless and Indemnification. I agree to hold the City of Rockaway Beach harmless for any liens, claims, damages, or other liabilities related to the project, and to indemnify and defend the City of Rockaway Beach from any claims, costs, damages, or expenses of any kind, including attorney's fees and other costs and expenses of litigation, arising out of the project. JB

Authorization. I certify to the best of my knowledge that all information contained in this application, including all attachments, certifications, is valid and accurate. I further certify that the application has been reviewed and approved by the authorized owner(s), manager(s) with appropriately delegated authority and/or in accordance with the organization's Articles of Incorporation or Organization. JB

Signature



Date

3/26/25

Printed Name John Garcia

Title **Vice-President**

Letter of Support from Deanna Olsen - Attachment I

March 15, 2025

City of Rockaway Beach
Attn: Luke Shepard – City Manager
PO Box 5
Rockaway Beach, OR 97136

Luke,

My name is Deanna Olsen and I have resided in Rockaway Beach for 35 years. I have been attending Meals for Seniors lunch program and fundraiser events since the beginning in 2003.

This is an outstanding program and a tremendous help to our community. I have witnessed firsthand how this program helps our seniors as far as nutrition and a social environment. For many people this is their only meal and their only contact with others. The Board of Directors and the many volunteers are totally committed to serving our vulnerable senior citizens. I highly recommend any support that the City of Rockaway Beach can provide.

I totally support Meals for Seniors and I recommend that they be awarded the grant that they are applying for.

Thank you for your attention on this matter.

Sincerely,



Deanna Olsen



Rockaway Beach, OR 97136

Letter of Support from Linda Brown - Attachment II

March 15, 2025

City of Rockaway Beach
Attn: Luke Shepard – City Manager
P.O. Box 5
Rockaway Beach, OR 97136

Luke,

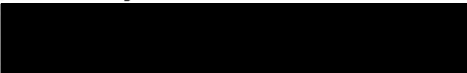
My name is Linda Brown and I have resided in Rockaway Beach for sixty years. I have been attending Meals for Seniors lunch program and fundraiser events for over twenty years.

This is an outstanding program and a tremendous help to our community. I have witnessed firsthand how this program helps our seniors as far as nutrition and a social environment. For many people this is their only meal and their only contact with others. For years, I have picked up a meal and delivered it to a woman who was homeless. She was very grateful and I know this was her only meal. She has moved out of Rockaway so I no longer see her.

I totally support Meals for Seniors and I recommend that they be awarded the grant that they are applying for.

Thank you for your attention on this matter.

Sincerely,



Linda Brown



204 S. Quadrant Street
Rockaway Beach, OR 97136

Letter of Support from Jeff Wong - Attachment III

March 15, 2025

City of Rockaway Beach

Attn: Luke Shepard – City Manager

PO Box 5

Rockaway Beach, OR 97136

Luke,

My name is Jeff Wong and I am dedicated to giving back to my community as a person and as part of my business. As I began my fishing operations, I wanted to develop a partnership with a local community organization to which I could share. I selected Meals for Seniors because of their history of serving the community, their management and efficient operation and how well they care for food donated to them, and the fact that they are serving senior citizens who are close to my heart personally.

This is an outstanding program and a tremendous help to our community. I have witnessed first hand how this program helps our seniors as far as nutrition and a social environment. For many people this is their only meal and their only contact with others.

I totally support Meals for Seniors and I recommend that they be awarded the grant that they are applying for.

Thank you for your attention on this matter.

Sincerely,



Jeff Wong



Rockaway Beach, OR 97136

Quote from Oliver Packaging for Food Packaging - Attachment IV



Quote

03/25/2025

To:
Meals For Seniors Inc
PO Box 852
Rockaway Beach, OR 97136-0852
UNITED STATES

Project:
1308 Upgrade/62121TPL

From:
Oliver Packaging & Equipment Company
Toni Burgess
3236 Wilson Dr NW
Walker, MI 49534
United States

Item	Qty	Product	Description	Price	Sell Total
1	8.00	62121TPL	Tray 1C Fiber SM 37oz Turn Flange PLA	373.03	2,984.24
2	4.00	62124	Film Roll 8.75" 1461' 50 10.63HTAF	91.89	367.56

Sale Amount:	3,351.80
Order Disc(- %):	0.00
Freight:	
Surcharge:	N/A
Sales Tax:	0.00

Misc Charges:	0.00
Total Amount:	3,351.80

Estimated lead time of 1 week from receipt of PO

Terms & Conditions: <https://www.oliverquality.com/terms-conditions/>

Pricing good thru 04/24/2025

Acceptance: _____

Date: _____

Printed Name: _____

Project Grand Total: \$3,351.80

CITY OF ROCKAWAY BEACH

LARGE COMMUNITY GRANT

APPLICATION

2024/2025

APPLICANT INFORMATION

Organization Name Fulcrum Community Resources and Rockaway Beach Business As

Contact Name Corinne Rupp

Title Treasurer, RBBA

Phone Number 503.961.2753

Email corinne.rupp@gmail.com

Organization Type 501(c)3

Physical Address 102 Highway 101 South, RB OR 97136

Mailing Address PO Box 136, Nehalem OR 97131

PROJECT CHECKLIST

- ✓ **Complete Application**
- ✓ **Attach Plans, as needed**
- ✓ **Attach 3 Letters of Support**
- ✓ **Submit Application by 12:00 pm on April 3, 2025**

Preferred delivery format is one combined PDF with all documents in order listed above. The City of Rockaway Beach will accept multiple PDF documents if titled in the following format; [Organization Name, Page X of X]. Paper copies will also be accepted. You will receive an email confirmation of receipt from the Grant Manager within 2 business days of submittal. It is the Applicant's responsibility to verify successful receipt of application. If confirmation is not received in the allotted time frame, contact the Grant Manager via email.

PROJECT OVERVIEW

Project Title Summer Movies in the Park

Grant Request \$20,000

Total Project Cost \$24,927.00

Questions? Need assistance?
Grant Manager, Lark Reifenhahl
LReifenhahl@corb.us
(503) 374-1752 ext. 104



PROJECT DESCRIPTION

Answers must fit in the space with provided formatting.

Provide a complete description of the project's intended function and demographic(s) that will be served by the project. *If relevant, attach design drawings, plans, etc.*

Rockaway Beach Business Association, in collaboration with Fulcrum Community Resources, Neah-Kah-Nie Coast Art & Music Cultural Foundation, Tillamook County Libraries and North Coast Recreation District, proposes a nine week "Summer Movies in the Park" program to the Phyllis Baker park in Rockaway Beach. Modeled after other popular summer programs (City of Portland's "Summer Free For All" and others) this collaborative project would bring a free outdoor summer movie series to the North Coast, with live music or performances before the movie begins. Rockaway Beach and the North Coast have three distinct communities, year round residents, visitors, and people who own vacation homes in the district. This last group in particular often feel very aligned with our community but don't have many opportunities to interact with our year round residents. A free summer program like Movies in the Park invites all three groups together equally and brings people together around a shared experience. The movies themselves will be intended for a general audience, with some being specifically geared towards younger families and some for a broader audience, giving everyone a chance to see something they would enjoy. We will use the subtitles on the movie, and the projector/amplifier we are purchasing has bluetooth capability as well so people can use their own bluetooth headphones to hear as well. The intention for this project is for EVERYONE to feel invited to participate. Part of the budget is being set aside for incidentals, including any additional pieces required to assist with ADA accessibility.

HEALTHY COMMUNITY

Answers must fit in the space with provided formatting.

Explain how the project contributes to a healthier local community.

A healthy community is one where access to fresh, healthy foods are available, educational resources are provided, physical fitness is promoted, recreational opportunities are encouraged, medical and mental health needs are met, and the environment is cared for.

This project fits well into a healthy communities plan. It is a free recreational option available to anyone with no restrictions. The Bluetooth connection and the subtitles will be helpful for people with hearing loss. Having free social events where people are encouraged to meet their neighbors creates community bonds. For out of town visitors it helps them to see Rockaway as a vibrant community, not just a tourist destination. For locals, it helps them to be reintroduced to Phyllis Baker park. We will be encouraging people to park at the Wayside and walk to the park as well, creating an opportunity to get those steps in.

INCLUSIVE COMMUNITY

Answers must fit in the space with provided formatting.

Explain how the project assists the local community in promoting inclusivity.

In an inclusive community diversity is valued, social opportunities are plentiful, community involvement thrives, and residents work together to support city initiatives and projects.

With the Movies program being on Thursday nights, this will tie in nicely with the Farmers Market and encourage more people to participate in both events. We will be letting local businesses know in advance of the events as well, so restaurants can choose to participate with picnic offerings or shops can stay open until 7pm when the program begins. Having the program outdoors means people who are still actively socially distant can feel secure attending, as well as people with young energetic children who can be more wiggly in a less formal setting without disrupting their neighbors. We will be paying attention to ADA accessibility as much as possible as well. The movies themselves will be diverse with many different genres represented. From family to RomCom to action, we want everyone to feel invited. Movies will be rated G, PG, or PG-13 and advertised as such so families can decide for themselves what they would like to participate in. There will be some classics (think Goonies or Indiana Jones) as well as newer releases (such as Wicked)

CHARITABLE COMMUNITY

Answers must fit in the space with provided formatting.

Explain how the project supports local charitable efforts.

Charitable communities value giving back to others, promote volunteer opportunities, and strive to meet the needs of the local community.

This is a 100% volunteer based effort in partnership with many local organizations and institutions. While RBBA is managing the bulk of the event, we are certainly not doing it alone. Fulcrum Community Resources has agreed to be our 501(c)(3) Nonprofit sponsor, allowing us to ask for larger donations with a tax deductible receipt; NCAM will be finding talent and managing the pre-movie events as well as providing event insurance; Tillamook County Libraries will provide the movies and has agreed to purchase any that they don't already have in their catalog, and we are working with NCRD to see if we can use their movie license for the rights to show the films. The number of organizations hoping to partner with RBBA on this event is evidence of how this kind of programming is needed in our community. We will also be working with Rockaway Volunteers and to Neah-Kah-Nie High School for day-of assistance, as this would make an excellent Senior Project for a student.

EQUITABLE COMMUNITY

Answers must fit in the space with provided formatting.

Explain how the project encourages equity throughout the local community.

Equitable communities provide a helping hand to residents in need and meet the needs of underserved community members.

The program being held outdoors means people who are still actively socially distant can feel secure attending, as well as people with young energetic children who can be more wiggly in a less formal setting without disrupting their neighbors. We will be paying attention to ADA accessibility as much as possible as well. The Bluetooth capability of the system also means that hearing impaired folks who may not always feel welcome in other events will have access. The movies are free, removing all fiscal barriers for participation.

PROJECT WORK PLAN

The project work plan highlights key objectives of your application, how you plan to achieve them, and how to intend to measure the impacts.

The work plan describes project goals. Each goal further defines the following:

- Budget amount per goal
- Key action steps
- Timeline to complete each step
- Expected outcome for each step
- Evaluation method for each step

Complete the template below. Limited to three goals in formatting provided.

Verify that "Budget to Complete Goals" total matches "Budget Totals"

GOAL #1:

Budget to Complete Goal:

Key Action Steps	Timeline	Expected Outcome	Evaluation Method
Acquire all necessary pieces for the program (projector, screen, etc.)	Beginning of May	Have all major pieces outlined in budget on hand, labeled, and tested.	Another member of the team will go over the checklist and ensure we have all the items needed.
Have all the MOU's and other documents in place	End of April	All the MOU's with other partner orgs are finalized and filed, all permits with the city completed, etc	Team will review checklists and ensure compliance
Work on all written and publishable materials, including press releases sent to all local papers	End of May	Have logos for sponsors and partner orgs in hand, have advertising plan made, have logo for Movies program made	The pieces needed to advertise will all be collected and it will be easy to create advertising materials

GOAL #2:**Budget to Complete Goal:**

Key Action Steps	Timeline	Expected Outcome	Evaluation Method
Choose films and performers, set dates	Mid May	Have the calendar set	The calendar will be set by mid June
Arrange volunteers and dates, have how-to sheets made	Mid June	All volunteers organized and understand their roles	A movie "dry run" will occur in June to ensure volunteers know how to set up and take down
Have sponsors lined up	Mid May	Have an additional \$5000 for the program	Have \$5000 in the bank to spend on advertising, etc.

GOAL #3:**Budget to Complete Goal:**

Key Action Steps	Timeline	Expected Outcome	Evaluation Method
Talk with the local businesses to ensure they know what is happening	Beginning of June	All the businesses in Rockaway Beach will know about the program, dates and times	Most businesses will hang calendar of events in their windows
Publish advertising materials including calendars, etc	Mid June	Pre-show slideshow complete with sponsors, calendars printed, etc	Professional quality materials that people are happy to display

PROJECT BUDGET

Income		BUDGET
City of Rockaway Beach Large Community Grant		\$ 20000
Other Income		
<i>Matching amounts are NOT required, but if your project exceeds the grant fund limit, use this section to add additional funding resources</i>		
Sponsorships, 10 x \$500		\$ 5000
Concessions		\$ 500
		\$
TOTAL INCOME		\$ 25,500

Expenses		
Description	Estimate Obtained (Y/N)	Budget
<i>If estimates from tentative vendors have been obtained, please attach those to the application.</i>		
Movie screen, projector, and sound system		\$ 14,287
Movie Rights for 9 films		\$ 2680
Graphic design help		\$ 2000
Printing/advertising		\$ 2000
Little bits		\$ 1500
Fulcrum Community Resource 5%		\$ 1000
Per Diem for performers		\$ 900
Park Fees		\$ 360
		\$
		\$
		\$
		\$
TOTAL BUDGET		\$ 24,727

Total income should equal total expenses

AUTHORIZATIONS AND CERTIFICATIONS

Initial the following authorizations and certifications

- CMR** **I am an eligible Applicant and submitted an eligible project.** Refer to above grant information for details.
- CMR** **I agree to comply with federal, state, and local rules and regulations, where applicable.**
- CMR** **Legal title affirmation.** I understand that legal title to the completed project must be held for at least 10 years following the project completion or that some other arrangement, satisfactory to the City of Rockaway Beach, will be put in place to protect the investment of public funds in this project for a 10-year period.
Required for facility improvement projects only.
- CMR** **I agree to enter into an agreement with the City of Rockaway Beach upon grant approval.** The City of Rockaway Beach reserves the right to include such additional special conditions or requirements in each contract, as it might deem necessary or desirable to protect the public investment of tax dollars in the project.
- CMR** **I agree to provide a W9-Request for Taxpayer Identification Number and Certification.** I certify that the Federal Employer Identification Number and business type provided in the above application is accurate and the organization is not subject to back-up withholding.
- CMR** **I agree to provide current, executed Articles of Incorporation or Organization for the non-profit or not for profit organization.**
- CMR** **I give permission to the City of Rockaway Beach to use my project for public information, promotional, and educational purposes.**
- CMR** **Hold harmless and Indemnification.** I agree to hold the City of Rockaway Beach harmless for any liens, claims, damages, or other liabilities related to the project, and to indemnify and defend the City of Rockaway Beach from any claims, costs, damages, or expenses of any kind, including attorney's fees and other costs and expenses of litigation, arising out of the project.
- CMR** **Authorization.** I certify to the best of my knowledge that all information contained in this application, including all attachments, certifications, is valid and accurate. I further certify that the application has been reviewed and approved by the authorized owner(s), manager(s) with appropriately delegated authority and/or in accordance with the organization's Articles of Incorporation or Organization.

Signature



Date 4/2/20

Printed Name Corinne RUpp

Title Treasurer, RBBA

Rockaway Beach Large Community Grant

Here is the text for the large grant. I had problems filling in the goals and budgets in the "Work Plan" section. Goal #1 is Strategize with a budget of \$19,327, Goal #2 is Organize with a budget of +\$5,000 and Goal #3 is Implement with a budget of \$5,600.

Grant Submission Text

Rockaway Beach Business Association, in collaboration with Fulcrum Community Resources, Neah-Kah-Nie Coast Art & Music Cultural Foundation, Tillamook County Libraries and North Coast Recreation District, proposes a nine week "Movies in the Park" program to the Phyllis Baker park in Rockaway Beach. Modeled after other popular summer programs (City of Portland's "Summer Free For All" and others) this collaborative project would bring a free outdoor summer movie series to the North Coast, with live music or performances before the movie begins. Rockaway Beach and the North Coast have three distinct communities, year round residents, visitors, and people who own vacation homes in the district. This last group in particular often feel very aligned with our community but don't have many opportunities to interact with our year round residents. A free summer program like Movies in the Park invites all three groups together equally and brings people together around a shared experience. The movies themselves will be intended for a general audience, with some being specifically geared towards younger families and some for a broader audience, giving everyone a chance to see something they would enjoy. We will use the subtitles on the movie, and the projector/amplifier we are purchasing has bluetooth capability as well so people can use their own bluetooth headphones to hear as well. The intention for this project is for EVERYONE to feel invited to participate. Part of the budget is being set aside for incidentals, including any additional pieces required to assist with ADA accessibility.

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Resources has agreed to be our 501(c)(3) Nonprofit sponsor, allowing us to ask for larger donations with a tax deductible receipt; NCAM will be finding talent and managing the pre-movie events as well as providing event insurance; Tillamook County Libraries will provide the movies and has agreed to purchase any that they don't already have in their catalog, and we are working with NCRD to see if we can use their movie license for the rights to show the films. The number of organizations hoping to partner with RBBA on this event is evidence of how this kind of programming is needed in our community. We will also be working with Rockaway Volunteers and to Neah-Kah-Nie High School for day-of assistance, as this would make an excellent Senior Project for a student.

The program being held outdoors means people who are still actively socially distant can feel secure attending, as well as people with young energetic children who can be more wiggly in a less formal setting without disrupting their neighbors. We will be paying attention to ADA accessibility as much as possible as well. The Bluetooth capability of the system also means that hearing impaired folks who may not always feel welcome in other events will have access. The movies are free, removing all fiscal barriers for participation.

Expenses:

Item	Amount	Notes	Responsibility of:
Inflatable screen, sound, and projector package with shipping	\$14,287.00	This is a total package containing everything we would need to plug and play (minus some extension cords, etc)	RBBA
Movie rights for nine films	\$2,680.00	These are the rights to play the movies	NCRD
DVD/Blu-Ray of the movies	\$0.00	We can check these out from the library ahead of the dates	RBBA
Little bits	\$1,500.00	This is for all the little bits that would be needed one time, such as a folding table, extension cords, cases and trolleys to carry stuff, etc	RBBA
Per Diem for performers	\$900.00	Each performing group would receive a small stipend to encourage attendance and get better acts	NCAM
Park Fee	\$360.00	nine events X \$40	RBBA/NCAM
Concessions	\$200.00	Initial cost for cokes, chips, etc	RBBA
Graphic Designer Help	\$2,000.00	This would pay for someone to create images for advertising and assist with making the pre-movie slideshow of advertisers, etc	RBBA
Advertising	\$2,000.00	I would hope we could get a lot of free press but we should also buy advertising	RBBA
	\$23,927.00		

Revenue:

Revenue Stream	Estimated amount	Notes
CORB large community grant	\$20,000.00	Restricted. Cannot be used to fund advertising of any kind.
Sponsorships	\$5000.00	10 x \$500
Concessions	\$500.00	

Dear Members of the Committee,

I am writing this letter in support of the Rockaway Beach Business Association's proposed project, **Movies in the Park**.

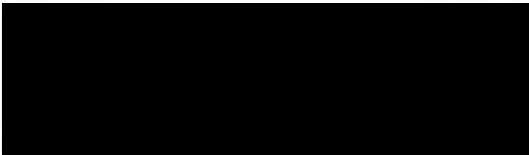
I am a founding board member of NCAMFoundation.org serving Rockaway and Tillamook County by providing cultural events and supporting the arts. While we haven't grown to encompass cinema, this project is exactly what we would propose if we did.

This project is something that will bring the Rockaway Beach community together, the year round residents, the folks with summer houses, and our visiting population. There is a lot of support for it in the business community, with the shared goal of extending the weekend out as an extra day for tourists by having activities they can count on.

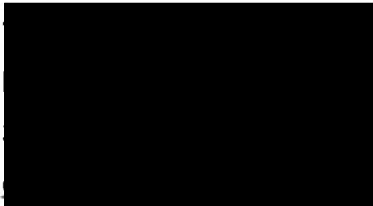
Meanwhile, our local community has a new resource with a dedicated plan, and this is something everyone in our area will enjoy and be able to participate easily.

When people feel more connected to their neighbors and our community at large, everyone's happiness index increases.

Please contact me with any questions, and thanks for listening!



Cosmo Jones



Dear members of the committee,

I am writing this letter in support of the Rockaway Beach Business Association's proposed project, Movies in the Park. I am Victor Troxel and I have lived in Rockaway Beach for the past 16 years. In that time my wife and I have owned and operated Troxel's Gem and Jewelry Co. and Troxel's Rock Garden. We have also had the pleasure of raising 3 children in this wonderful community and we are grateful to the RBBA for wanting to create family-friendly activities for locals and tourists alike.

This project is something that will bring the Rockaway Beach community together, the year round residents, the folks with summer houses, and our visiting population. There is a lot of support for it in the business community, and would tie in nicely with our other Thursday summer events, namely the Farmer's Market. It is events like these that make people feel more connected to their neighbors and our community at large. I would be happy to discuss this further if you have any questions.

Thank you,

Victor Troxel



April 3, 2025

Dear members of the committee,

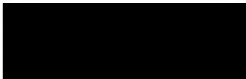
I am writing this letter in support of the Rockaway Beach Business Associations "Movies in the Park". My name is Patti Swain and I have lived in Rockaway since 1996 and own Seaquest Treasures and soon to be re-opening Tropics Island Grill here in town.

I think "Movies in the Park is an awesome idea. This is a great opportunity to offer a free event that brings the community together all summer long. I think it would complement the Chambers Farmers market and offer something fun for the whole family to do that evening.

This is an opportunity to bring local residents, second homeowners and tourists together to allow them to be more connected. I fully support this project and hope this will be a supported event that our community can cherish for years to come.

Sincerely,

Patti Swain



RESOLUTION NO. 2025-24

A RESOLUTION APPROVING THE FIRST AMENDMENT TO THE COMMERCIAL LEASE AGREEMENT WITH TILLAMOOK COUNTY FOR THEIR HEALTH CLINIC

WHEREAS, the City (Landlord) and Tillamook County (Tenant) are parties to a certain commercial lease dated July 1, 2020 governing 905 square feet at Rockaway Beach City Hall located at 276 South Highway 101, Rockaway Beach, Oregon ("Original Lease"); and

WHEREAS, for mutual consideration, the sufficiency of which is acknowledged by both parties, both Landlord and Tenant wish to amend the Original Lease as set forth in this First Lease Amendment, attached as Exhibit A.

NOW, THEREFORE, THE CITY OF ROCKAWAY BEACH RESOLVES AS FOLLOWS:

Section 1. The City of Rockaway Beach City Council hereby approves the First Lease Amendment Commercial Lease Agreement, attached as Exhibit A.

Section 2. This resolution will take effect immediately upon adoption.

APPROVED AND ADOPTED BY THE CITY COUNCIL THE 14TH DAY OF MAY 2025.

APPROVED

Charles McNeilly, Mayor

ATTEST

Melissa Thompson, City Recorder

**First Lease Amendment
Commercial Lease Agreement**

Dated: July 1, 2025.

Between: City of Rockaway Beach (“Landlord”),

and: Tillamook County (“Tenant”).

Landlord and Tenant are parties to that certain commercial lease dated July 1, 2020 governing 905 square feet at Rockaway Beach City Hall located at 276 South Highway 101, Rockaway Beach, Oregon (“Original Lease”).

For mutual consideration the sufficiency of which is acknowledged by both parties, both Landlord and Tenant wish to amend the Original Lease as set forth in this First Lease Amendment.

Amendment

Effective July 1, 2025, the Original Lease is amended as follows:

1. To remove the “meeting room” from the Original Lease, the “Premises,” is amended, in total, to be:

905 square feet at Rockaway Beach City Hall located at 276 South Highway 101, Rockaway Beach, Oregon.
2. To extend the Original Lease by five additional years, Section 1.1 is amended, in total, to read:

1.1 Original Term: The term of this Lease shall commence on July 1, 2020, and shall continue through midnight on June 30, 2030, unless earlier terminated as set forth herein.
3. To adjust the monthly rental rate for the additional five years, Section 2.1 is amended, in total, to read:

2.1 Tenant shall pay monthly rent of Nine Hundred Forty-Six Dollars and 00/100 Cents (\$946.00) per month. Rent shall be payable on the tenth day of each month, in advance, at the place designated by Landlord. Effective July 1, 2025, monthly rent shall increase to One Thousand One Hundred Seventy-Five Dollars and 00/100 Cents (\$1,175.00) per month.
4. To simplify the utility billing and charges, Section 6.3 is amended, in total, to read:

6.3. Utility Charges. Tenant shall pay to Landlord, for water, sewer, and electricity services provided by Landlord to Tenant, Two Hundred Five Dollars and 00/100 Cents (\$205.00) monthly.

5. To simplify the utility billing and charges, Section 6.4 is deleted, in total.
6. To correct the Landlord's mailing address, Section 17.3 is amended to update the address for Landlord to read:

City of Rockaway Beach
PO Box 5
Rockaway Beach, OR 97136
7. All other provisions of the Original Lease are unchanged by this First Lease Amendment and remain in full effect.
8. This First Lease Amendment may be executed in several counterparts (electronically or otherwise) all of which when taken together shall constitute one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart. Each copy of this First Lease Amendment so executed shall constitute an original.

Landlord

City of Rockaway Beach

By: _____

Date: _____

Tenant

Tillamook County

By: _____

Date: _____

Dated: July 1, 2020

Between: CITY OF ROCKAWAY BEACH
("Landlord")

And: TILLAMOOK COUNTY
("Tenant")

Landlord leases to Tenant and Tenant leases from Landlord on the terms and conditions stated below the following described property (the "Premises"):

905 square feet at Rockaway Beach City Hall located at 276 South Highway 101, Rockaway Beach, Oregon,

In addition, Tenant shall have the right to use a meeting room across the hall from the premises, provided the meeting room is available, at an agreed upon per use rate.

SECTION 1 OCCUPANCY

1.1 Original Term: The term of this Lease shall commence on July 1, 2020, and shall continue through midnight on June 30, 2025, unless earlier terminated as set forth herein.

1.2 Possession. Tenant's right to possession shall commence at the start of the term.

SECTION 2 RENT

2.1 Tenant shall pay monthly rent of NINE HUNDRED FORTY-SIX DOLLARS AND 00/100 CENTS (\$946.00) per month. Rent shall be payable on the tenth day of each month, in advance, at the place designated by Landlord.

SECTION 3 USE OF THE PREMISES

3.1 Permitted Use. The Premises shall be used for the operation of a health clinic and related activities. Except as specifically provided above, Tenant shall not use the Premises for any other purpose without the consent of Landlord. Tenant shall use and occupy the Premises continuously during the term of this Lease.

3.2 Restrictions on Use. In connection with the use of the Premises, Tenant shall:

- (a) Conform to all applicable laws and regulations of any public authority affecting the Premises and the use, and correct at Tenant's own expense any failure of compliance created through Tenant's fault or by reason of Tenant's use, but Tenant shall not be required to make any structural changes to effect compliance unless the changes are required because of Tenant's specific use,
- (b) Refrain from any activity that would make it impossible to insure the Premises against casualty, would increase the insurance rate, or would prevent Landlord from taking advantage of any ruling of the Oregon Insurance Rating Bureau, or its successor, allowing Landlord to obtain reduced premium rates for long-term fire insurance policies, unless Tenant pays the additional cost of the insurance.
- (c) Refrain from any use that would be reasonably offensive to other tenants or owners or users of

neighboring premises or that would tend to create a nuisance or damage the reputation of the Premises.

(d) Refrain from loading the electrical system or floors beyond the point considered safe by a competent engineer or architect selected by Landlord.

(e) Refrain from making any marks on or attaching any sign, insignia, antenna, aerial, or other device to the exterior or interior walls, windows, or roof of the Premises without the written consent of Landlord.

(f) Tenant shall not cause or permit any Hazardous Substance to be spilled, leaked, disposed of, or otherwise released on or under the Premises. Tenant may use or otherwise handle on the Premises only those Hazardous Substances typically used or sold in the prudent and safe operation of the business specified in Section 3.1. Tenant may store these Hazardous Substances on the Premises only in quantities necessary to satisfy Tenant's reasonably anticipated needs. Tenant shall comply with all Environmental Laws and exercise the highest degree of care in the use, handling, and storage of Hazardous Substances and shall take all practicable measures to minimize the quantity and toxicity of Hazardous Substances used, handled, or stored on the Premises. Upon the expiration or termination of this Lease, Tenant shall remove all of its Hazardous Substances from the Premises. The term "Environmental Law" shall mean any federal, state, or local statute, regulation, or ordinance or any judicial or other governmental order pertaining to the protection of health, safety, or the environment. The term Hazardous Substance shall mean any hazardous, toxic, infectious, or radioactive substance, waste, and material as defined or listed by any Environmental Law and shall include, without limitation, petroleum oil and its fractions.

SECTION 4 REPAIRS AND MAINTENANCE

4.1 Landlord's Obligations. Landlord shall be responsible for the structural integrity of the improvements upon the real property where the Premises are located, meaning the bearing walls, structural members, floor slabs, and foundation. Landlord shall be responsible for the repair and maintenance of the water, sewage, gas, and electrical services, as well as the repair of the heating and air conditioning system.

4.2 Tenant's Obligations. The following shall be the responsibility of Tenant, at Tenant's expense:

(a) Any repairs necessitated by the negligence of Tenant, its agents, employees, and invitees, except as provided in Section 5.3 dealing with waiver of subrogation.

(b) Repair of damage caused by tenant to interior walls, ceilings, doors and windows and related hardware, light fixtures, and switches.

4.3 Landlord's Interference with Tenant. In performing any repairs, replacements, alterations, or other work performed on or around the Premises, Landlord shall not cause unreasonable interference with use of the Premises by Tenant. Tenant shall have no right to an abatement of rent nor any claim against Landlord for any inconvenience or disturbance resulting from Landlord's activities performed in conformance with the requirement of this provision.

4.4 Reimbursement for Repairs Assumed. If either party fails or refuses to make repairs that are required by this Section 4, the other party may make the repairs and charge the actual costs of repairs to the nonperforming party. Such expenditures by Landlord shall be reimbursed by Tenant on demand together with interest at the rate of twelve percent (12%) per annum from the date of expenditure. Such expenditures by Tenant may be deducted from rent and other payments subsequently coming due or, at Tenant's election, may be collected directly from Landlord. Except in an emergency creating an immediate risk of personal injury or property damage, neither party may perform repairs which are the obligation of the other party and charge the other party for the resulting expense unless, at least fourteen (14) days before work is commenced, the other party is given notice in writing outlining with reasonable particularity the repairs required, and the

other party fails within that time to initiate repairs in good faith.

4.5 Inspection of Premises. Landlord shall have the right to inspect the Premises at any reasonable time or times to determine the necessity of repair. Whether or not inspection is made, the duty of Landlord to make repairs shall not mature until a reasonable time after Landlord has received from Tenant written notice of the repairs that are required.

SECTION 5 INSURANCE

5.1 Tenant Personal Property Insurance. Tenant shall keep the property of Tenant on the Premises insured against fire and other risks covered by a standard fire insurance policy with an endorsement for extended coverage.

5.2 Property Coverage. Landlord shall obtain and maintain in force "All Risk" insurance, including vandalism and malicious mischief, required to cover any loss or destruction that the Premises may experience during the Lease period and any extension thereof, and including, at Landlord's discretion, flood and earthquake coverage if commercially available at reasonable rates. Such insurance shall also include coverage against loss of rents.

5.3 Waiver of Subrogation. Landlord and Tenant waive all rights to recover against each other and against the officers, directors, shareholders, partners, joint ventures, employees, agents, customers, invitees or business visitors of each other, for any loss or damage arising from any cause covered by any insurance carried by the waiving party, to the extent that such loss or damage is actually covered.

SECTION 6 PERSONAL PROPERTY TAXES; UTILITIES

6.1 Personal Property Taxes. Tenant shall pay as due all taxes on its personal property located on the Premises, including fixtures, whether or not owned by Tenant.

6.2 Contest of Taxes. Tenant shall be permitted to contest the amount of any tax or assessment, as long as such contest is conducted in a manner that does not cause any risk that Landlord's interest in the Premises will be foreclosed for nonpayment.

6.3 Water and Sewer Charges. Tenant shall pay to Landlord, for water and sewage service provided by Landlord to Tenant, NINETY-NINE DOLLARS AND 58/100 CENTS (\$99.58) monthly, unless the rate changes pursuant to new and modified rates set forth by Landlord. Should such increase be enacted by Landlord, the County shall pay the new and increased rate.

6.4 Payment of Utilities Charges. Tenant shall pay twenty-five percent (25%) of electricity and landlord shall pay the remaining seventy-five percent (75%) of electricity. Landlord shall provide a copy of the electricity bill with the invoice. Tenant shall be responsible for all other services and utilities incurred in connection with the use, occupancy, operation, and maintenance of the Premises. Landlord shall initially pay all such utility charges (except telephone bills and data services which tenant shall pay directly to the provider) and thereafter invoice the tenant for such utility charges incurred.

SECTION 7 Damage and Destruction.

7.1 Partial Damage. If the Premises are partly damaged and Section 7.2 does not apply, the Premises shall be repaired by Landlord at Landlord's expense. Repairs shall be accomplished with all reasonable dispatch subject to interruptions and delays from labor disputes and matters beyond the control of Landlord and shall be performed in accordance with the provisions of Section 4.3.

7.2 Destruction. If the Premises are destroyed or damaged such that the cost of repair exceeds fifty percent (50%) of the value of the structure before the damage, either party may elect to terminate the Lease

as of the date of the damage or destruction by notice given to the other in writing not more than forty-five (45) days following the date of damage. In this event, all rights and obligations of the parties shall cease as of the date of termination, and Tenant shall be entitled to the reimbursement of any prepaid amounts paid by Tenant and attributable to the anticipated term. If neither party elects to terminate, Landlord shall proceed to restore the Premises to substantially the same form as prior to the damage or destruction. Work shall be commenced as soon as reasonably possible and thereafter shall proceed without interruption except for work stoppages on account of labor disputes and matters beyond Landlord's reasonable control.

7.3 Rent Abatement. Rent shall be abated during the repair of any damage to the extent the premises are untenable.

SECTION 8 EMINENT DOMAIN

8.1 Partial Taking. If a portion of the Premises is condemned and Section 8.2 does not apply, the Lease shall continue on the following terms:

- (a) Landlord shall be entitled to all of the proceeds of condemnation, and Tenant shall have no claim against Landlord as a result of the condemnation.
- (b) Landlord shall proceed as soon as reasonably possible to make such repairs and alterations to the Premises as are necessary to restore the remaining Premises to a condition as comparable as reasonably practicable to that existing at the time of the condemnation.
- (c) After the date on which title vests in the condemning authority or an earlier date on which alterations or repairs are commenced by Landlord to restore the balance of the Premises in anticipation of taking, the rent shall be reduced in proportion to the reduction in value of the Premises as an economic unit on account of the partial taking. If the parties are unable to agree on the amount of the reduction of rent, the amount shall be determined by binding arbitration by a single arbitrator mutually acceptable to the parties, or appointed by a court of competent jurisdiction if the parties cannot agree.
- (d) The portion of Landlord's property not included in the Premises is taken, and severance damages are awarded on account of the Premises, or an award is made for detriment to the Premises as a result of activity by the public body not involving a physical taking of any portion of the Premises, this shall be regarded as a partial taking to which Sections 8.1(a) and 8.1(c) apply, and the rent shall be reduced to the extent of the reduction in rental value of the Premises as though a portion had been physically taken.

8.2 Total Taking. If a condemning authority takes all of the Premises or a portion sufficient to render the remaining Premises reasonably unsuitable for the use that Tenant was then making of the Premises, the Lease shall terminate on the date on which title vests in the condemning authority. The termination shall have the same effect as a termination under Section 7.2. Landlord shall be entitled to all proceeds of the condemnation, and Tenant shall have no claim against Landlord as a result of the condemnation.

8.3 Sale in Lieu of Condemnation. Sale of all or part of the premises to a purchaser with the power of eminent domain in the face of a threat or probability of the exercise of the power shall be treated for the purposes of this Section 8 as a taking by condemnation.

SECTION 9 LIABILITY AND INDEMNITY

9.1 Liens.

- (a) Except with respect to activities for which Landlord is responsible, Tenant shall pay when due all claims for work done on and for services rendered or material furnished to the Premises that is ordered by Tenant, and shall keep the Premises free from any liens. If Tenant fails to pay any

claim or discharge any lien created by Tenant, Landlord may do so and collect the cost as rent. Any amount so added shall bear interest at the rate of twelve percent (12%) per annum from the date expended by Landlord and shall be payable on demand. If Landlord does so, it shall not constitute a waiver of any right or remedy, which Landlord may have on account of Tenant's default.

(b) Tenant may withhold payment of any claim in connection with a good faith dispute over the obligation to pay, as long as Landlord's property interests are not jeopardized. If a lien is filed as a result of nonpayment, Tenant shall, within ten (10) days after knowledge of the filing, secure the discharge of the lien or deposit with Landlord cash or sufficient corporate surety bond or other surety satisfactory to Landlord in an amount sufficient to discharge the lien plus any costs, attorney's fees, and other charges that could accrue as a result of a foreclosure or sale under the lien.

9.2 Indemnification. Tenant shall indemnify and defend Landlord from any claim, loss, or liability arising out of or related to any activity of Tenant on the Premises or any condition of the Premises in the possession or under the control of Tenant. Landlord shall indemnify and defend Tenant from any claim, loss, or liability arising out of or related to any activity of Landlord on the Premises (but not of other tenants or invitees of other tenants) or any condition of the Premises in the possession or under the control of Landlord (but not other tenants). Landlord shall have no liability to Tenant for any injury, loss, or damage caused by third parties, or by any condition of the Premises except to the extent caused by Landlord's negligence or breach of duty under this Lease.

9.3 Liability Insurance. Before going into possession of the Premises, Tenant shall procure and thereafter during the term of the Lease shall continue to carry the following insurance at Tenant's cost: comprehensive general liability insurance with combined single limit of not less than One Million Dollars (\$1,000,000). This insurance shall cover all risks arising directly or indirectly out of Tenant's activities on or any condition of the Premises. Certificates evidencing this insurance and bearing endorsements requiring ten (10) days written notice to Landlord prior to any change or cancellation shall be furnished to Landlord prior to Tenant's occupancy of the property.

SECTION 10 QUIET ENJOYMENT; MORTGAGE Priority

10.1 Landlord's Warranty. Landlord warrants that it is the owner of the Premises and has the right to Lease them. Landlord will defend Tenant's right to quiet enjoyment of the Premises from the lawful claims of all persons during the Lease term.

10.2 Mortgage Priority. This Lease is and shall be prior to any mortgage or deed of trust ("encumbrance") recorded after the date of this Lease. However, if any lender holding an encumbrance requires that this Lease be subordinate thereto, then Tenant agrees that the Lease shall be subordinate to the encumbrance if the holder thereof agrees in writing with Tenant that, as long as Tenant performs its obligations under this Lease, no foreclosure, deed given in lieu of foreclosure, or sale pursuant to the terms of the encumbrance, or other steps or procedures taken under the encumbrance, shall affect Tenant's rights under this Lease. If the foregoing condition is met, Tenant shall execute any documents required by the holder of the encumbrance to accomplish the purposes of this paragraph. If the Premises are sold as a result of foreclosure of any encumbrance thereon, or otherwise transferred by Landlord or any successor, Tenant shall attorn to the purchaser or transferee.

10.3 Estoppel Certificate. Either party will, within twenty (20) days after notice from the other, execute and deliver to the other party a certificate stating whether or not this Lease has been modified and is in full force and effect and specifying any modifications or alleged breaches by the other party. The certificate shall also state the amount of monthly Base Rent, the dates to which rent has been paid in advance, and the amount of any security deposit or prepaid rent. Failure to deliver the certificate within the specified time shall be conclusive upon the party from whom the certificate was requested that the Lease is in full force and effect and has not been modified except as represented in the notice requesting the certificate.

SECTION 11 ASSIGNMENT AND SUBLETTING

11.1 No part of the Premises may be assigned, mortgaged, or subleased, nor may a right of use of any portion of the Premises be conferred on any third person by any other means, without the prior written consent of Landlord, which consent may be withheld in Landlord's sole discretion. This provision shall apply to all transfers by operation of law. If Tenant is a corporation, limited liability company, or partnership, this provision shall apply to any transfer of a majority ownership interest in Tenant. No consent in one instance shall prevent the provision from applying to a subsequent instance.

SECTION 12 DEFAULT

The following shall be events of default:

12.1 **Default in Rent.** Failure of Tenant to pay any rent or other charge or deposit within ten (10) days after notice that it is due; provided that Landlord shall not be required to give Tenant notice of nonpayment of rent more than twice in any calendar year.

12.2 **Default in Other Covenants.** Failure of Tenant to comply with any term or condition or fulfill any obligation of the Lease (other than the payment of rent or other charges) within thirty (30) days after written notice by Landlord specifying the nature of the default with reasonable particularity. If the default is of a type that cannot be completely remedied within the thirty (30) day period, this provision shall be complied with if Tenant begins correction of the default within the thirty (30) day period and thereafter proceeds with reasonable diligence and in good faith to effect the remedy as soon as practicable.

12.3 **Insolvency.** Insolvency of Tenant; an assignment by Tenant for the benefit of creditors; the filing by Tenant of a voluntary petition in bankruptcy; an adjudication that Tenant is bankrupt or the appointment of a receiver of the properties of Tenant; the filing of any involuntary petition of bankruptcy and failure of Tenant to secure a dismissal of the petition within thirty (30) days after filing; attachment of or the levying of execution on the leasehold interest and failure of Tenant to secure discharge of the attachment or release of the levy of execution within ten (10) days shall constitute a default. If Tenant consists of two (2) or more individuals or business entities, the events of default specified in this Section 13.3 shall apply to each individual unless within ten (10) days after an event of default occurs, the remaining individuals produce evidence satisfactory to Landlord that they have unconditionally acquired the interest of the one causing the default. If the Lease has been assigned, the events of default so specified shall apply only with respect to the one then exercising the rights of Tenant under the Lease.

12.4 **Abandonment.** Failure of Tenant for thirty (30) days or more to occupy the Premises for one or more of the purposes permitted under this Lease, unless this failure is excused under other provisions of this Lease.

SECTION 13 REMEDIES ON DEFAULT

13.1 **Termination.** In the event of a default, the Lease may be terminated within thirty (30) days at the option of Landlord by written notice to Tenant. Whether or not the Lease is terminated by the election of Landlord or otherwise, Landlord shall be entitled to recover damages from Tenant for the default, and Landlord may reenter, take possession of the premises, and remove any persons or property by legal action or by self-help with the use of reasonable force and without liability for damages and without having accepted a surrender.

13.2 **Reletting.** Following reentry or abandonment, Landlord may relet the Premises and in that connection may make any suitable alterations or refurbish the Premises, or both, or change the character or use of the Premises, but Landlord shall not be required to relet for any use or purpose other than that specified in the Lease or which Landlord may reasonably consider injurious to the Premises, or to any tenant that Landlord may reasonably consider objectionable. Landlord may relet all or part of the Premises, alone or in conjunction with other properties, for a term longer or shorter than the term of this Lease, upon any reasonable terms and

conditions, including the granting of some rent-free occupancy or other rent concession.

13.3 Damages. In the event of termination or retaking of possession following default, Landlord shall be entitled to recover immediately, without waiting until the due date of any future rent or until the date fixed for expiration of the Lease term, the following amounts as damages:

- (a) The loss of rental from the date of default until a new tenant is, or with the exercise of reasonable efforts could have been, secured and paying out.
- (b) The reasonable costs of reentry and reletting, including without limitation the cost of any cleanup, refurbishing, removal of Tenant's property and fixtures, or any other expense occasioned by Tenant's default, including but not limited to any remodeling or repair costs, attorney's fees, court costs, broker commissions, and advertising costs.

13.4 Landlord's Right to Cure Defaults. If Tenant fails to perform any obligation under this Lease, Landlord shall have the option to do so after thirty (30) days written notice to Tenant. All of Landlord's expenditures to correct the default shall be reimbursed by Tenant on demand with interest at the rate of twelve percent (12%) per annum from the date of expenditure by Landlord. If Landlord does so, it shall not constitute a waiver of any other remedies available to Landlord because of the default.

13.5 Remedies Cumulative. The foregoing remedies shall be in addition to and shall not exclude any other remedy available to Landlord under applicable law.

SECTION 14 SURRENDER AT EXPIRATION

14.1 Condition of Premises. Upon expiration of the Lease term or earlier termination on account of default, Tenant shall deliver all keys to Landlord and surrender the Premises in good condition subject to ordinary wear and tear and broom clean. Alterations constructed by Tenant with permission from Landlord shall not be removed or restored to the original condition unless the terms of permission for the alteration so require. Tenant's obligations under this section shall be subordinate to the provisions of Section 8 relating to destruction.

14.2 Fixtures.

(a) All fixtures placed upon the Premises during the term, other than Tenant's trade fixtures, shall, at Landlord's option, become the property of Landlord. If Landlord so elects, Tenant shall remove any or all fixtures that would otherwise remain the property of Landlord and shall repair any physical damage resulting from the removal. If Tenant fails to remove the fixtures, Landlord may do so and charge the cost to Tenant with interest at the legal rate from the date of expenditure.

(b) Prior to expiration or other termination of the Lease term Tenant shall remove all furnishings, furniture, and trade fixtures that remain its property. If Tenant fails to do so, this shall be an abandonment of the property, and Landlord may retain the property and all rights of Tenant with respect to it shall cease or, by notice in writing given to Tenant within twenty (20) days after removal was required, Landlord may elect to hold Tenant to its obligation of removal. If Landlord elects to require Tenant to remove, Landlord may remove the property and place it in public storage for Tenant's account. Tenant shall be liable to Landlord for the cost of removal, transportation to storage, and storage, with interest at the legal rate on all expenses from the date of expenditure by Landlord.

14.3 Holdover.

(a) If Tenant does not vacate the Premises at the time required, Landlord shall have the option to treat Tenant as a tenant from month-to-month, subject to all of the provisions of this Lease except the provision for term, or to eject Tenant from the Premises and recover damages caused by wrongful holdover. Failure of Tenant to remove fixtures, furniture, furnishings, or trade fixtures

that Tenant is required to remove under this Lease shall constitute a failure to vacate to which this section shall apply if the property not removed will substantially interfere with occupancy of the Premises by another tenant or with occupancy by Landlord for any purpose including preparation for a new tenant.

(b) If a month-to-month tenancy results from a holdover by Tenant under this section, the tenancy shall be terminable at the end of any monthly rental period on written notice from Landlord given not less than ten (10) days prior to the termination date which shall be specified in the notice. Tenant waives any notice that would otherwise be provided by Landlord with respect to a month-to-month tenancy.

SECTION 16. TERMINATION

16.1 Tenant may terminate this lease with thirty (30) days' notice to Landlord, if Tenant does not secure sufficient federal grant funding as determined by Tenant. Either party may terminate this lease by providing written notice of termination to the other party not less than ninety (90) days prior to April 30 of any year this lease is in effect.

SECTION 17. MISCELLANEOUS

17.1 Nonwaiver. Waiver by either party of strict performance of any provision of this Lease shall not be a waiver of or prejudice the party's right to require strict performance of the same provision in the future or of any other provision.

17.2 Attorney's Fees. If any proceeding is instituted in connection with any controversy arising out of this Lease, the prevailing party shall be entitled to recover in addition to costs such sum as the court may adjudge reasonable as attorney's fees and expert witness fees at trial, on petition for review, and on appeal.

17.3 Notices. Any notice required or permitted under this Lease shall be given when actually delivered or forty-eight (48) hours after deposited in United States mail as certified mail addressed as follows:

If to Landlord: City of Rockaway Beach
 276 Hwy 101 S.
 Rockaway Beach, OR 97136

If to Tenant: Tillamook County Health Department
 ATTN: Marlene Putman
 PO Box 489
 Tillamook, Oregon 97141

17.4 Succession. Subject to the above-stated limitations on transfer of Tenant's interest, this Lease shall be binding on and inure to the benefit of the parties and their respective successors and assigns.

17.5 Recordation. This Lease shall not be recorded without the written consent of both Landlord and Tenant.

17.6 Entry for Inspection. Landlord shall have the right to enter upon the Premises at any time to determine Tenant's compliance with this Lease, to make necessary repairs to the building or to the Premises, or to show the Premises to any prospective tenant or purchaser, and in addition shall have the right, at any time during the last two months of the term of this Lease, to place and maintain upon the Premises notices for leasing or selling of the Premises.

17.7 Interest on Rent and Other Charges. Any rent or other payment required of Tenant by this Lease shall, if not paid within ten (10) days after it is due, bear interest at the rate of twelve percent

(12%) per annum from the due date until paid. In addition, if Tenant fails to make any rent or other payment required by this Lease to be paid to Landlord within five (5) days after it is due, Landlord may elect to impose a late charge of five cents (\$0.05) per one dollar (\$1) of the overdue payment to reimburse Landlord for the costs of collecting the overdue payment. Tenant shall pay the late charge upon demand by Landlord. Landlord may levy and collect a late charge in addition to all other remedies available for Tenant's default, and collection of a late charge shall not waive the breach caused by the late payment.

17.8 Proration of Rent. In the event of commencement or termination of this Lease at a time other than the beginning or end of one of the specified rental periods, then the rent shall be prorated as of the date of commencement or termination and in the event of termination for reasons other than default, all prepaid rent shall be refunded to Tenant or paid on its account.

17.9 Time of Essence. Time is of the essence of the performance of each of Tenant's obligations under this Lease.

17.10 Entire Agreement. This Lease (including any exhibits) sets forth the entire understanding of the parties with respect to the subject matter hereof and supersedes any and all prior understandings and agreements, whether written or oral, between the parties with respect to such subject matter. This Lease may be amended only by an instrument in writing executed by all the parties.

17.11 Rules of Construction. Words of any gender used in this Lease include any other gender, and words in the singular include the plural, when the sense requires. Each party intends that this Lease in all respects shall be deemed and construed to have been prepared mutually by the parties and it is hereby expressly agreed that any uncertainty or ambiguity herein shall not be construed against any party as the drafter. The headings used in this Lease are solely for convenience of reference, are not part of this Lease, and are not to be considered in construing or interpreting this Lease.

17.12 Counterparts. This Lease may be executed by the parties in separate counterparts, each of which when executed and delivered shall be an original, but all of which together shall constitute one and the same instrument.

17.13 Governing Law. The interpretation of this Lease shall be governed by and construed in accordance with the laws of the State of Oregon.

17.14 Authority. The individuals who execute this Lease represent and warrant that they are duly authorized to execute this Lease on behalf of Landlord or Tenant, as the case may be, that the parties named are all the necessary and proper parties, and that no other signature, act or authorization is necessary to bind such entity to the provisions of this Lease.

17.15 Venue. This Contract is executed in the State of Oregon and is subject at all times to Tillamook County Ordinances and Oregon law and jurisdiction. Venue shall be in Tillamook County, unless otherwise agreed by the parties.

IN WITNESS THEREOF, the parties have executed this Lease as of the date first set forth above.

LANDLORD:

CITY OF ROCKAWAY BEACH

By:  _____

TENANT:

TILLAMOOK COUNTY HEALTH DEPARTMENT, a
political subdivision of the
State of Oregon

By: _____

Title: _____

May 14, 2025

Rockaway Beach City Council Workshop



Marketing Grant Rankings

Rank	Applicant	Average Score
1	Neah-Kah-Nie Coast Arts Music & Cultural Foundation	2
2	Green Coast Market	2.8
2	Jiu Jitsu 101 Oregon Coast	2.8
4	Sand Dollar Restaurant & Lounge	3.8
5	Rockaway Beach Chamber of Commerce	4.2

Historic Connection Interactive Walking Tour: Digital Walking Guide

Rockaway Beach Marketing Grant FY24-25

Rockaway Beach Chamber of Commerce/ Historic Connection and Beautification

Kristine Hayes

O: 562-225-7882

████████████████████
Rockaway Beach, OR 97136

Annette Dhein

████████████████████
O: 562-225-7882
████████████████████

OVERVIEW

The City of Rockaway Beach is allocating \$30,000 in lodging tax for the 2024-2025 fiscal year toward off-season marketing and promotions grants. It is an opportunity for tourism-related businesses and nonprofits to implement a new or revised marketing effort, conduct a marketing campaign, work collaboratively with other tourism-related businesses, or launch a new event..

Applicants may submit a maximum request of up to \$3,000, providing a realistic budget that justifies the amount requested, and ability to complete marketing efforts. This grant does not require matching funds.

Grantees will agree to publicity and case studies developed by Tillamook Coast Visitors Association and City of Rockaway Beach. All projects must be completed by March 31, 2026. A mid-year/6-month report of progress is required. **Grant funds will be dispersed on a reimbursement basis only.**

Please read the application thoroughly. If you have questions, contact nan@tillamookcoast.com TCVA is facilitating the grant process.

GRANT REVIEW PROCESS

TCVA will provide guidance on applications. Please don't wait until last minute to ask for assistance! We want to help you submit a strong application. Each application received will first be reviewed by the TCVA executive director for eligibility and completeness. "Complete" is defined by all information filled in. If the application is incomplete or not received by the deadline, it will not be submitted to the city of Rockaway Beach for review.

You will receive a confirmation of receipt within 48 hours of application upload to the grant system. If you do not receive a confirmation email, please contact Nan Devlin at nan@tillamookcoast.com

Once reviewed by the city, applications will be submitted to the city council for approval in May 2025.

FUNDING PROCESS

Once a grant is awarded and contract is signed, grantees can start marketing projects. **Grant funds will be disbursed on a reimbursement basis once invoices are submitted, toward a draw-down on the grant award amount.** Reimbursements will be issued within two weeks of receipt via a bill pay check.

Projects must be completed by March 31, 2026. A mid-year/6-month report of progress is required.

Please note: All marketing materials, printed or digital, must include the visitorockawaybeach.org QR code, which will be provided to you.

WHO IS ELIGIBLE

Tourism-related businesses and nonprofits within the City of Rockaway Beach are urged to apply. This includes retail stores, restaurants, lodging, outdoor recreation businesses, food producers (such as farmers or fishers), and nonprofits that conduct tourism-related programs.

By state law, the lodging tax the city is using to fund this grant can only be used for tourism-related businesses and organizations, and proposed projects must be focused on reaching visitors, defined by state law as those traveling 50 miles or more for leisure or business. **As an example, a paid advertisement placed in a local newspaper is not eligible for lodging tax grant funds.**

Funds will be dispersed on a reimbursement basis only.

WHO IS NOT ELIGIBLE

Short-term rental businesses or agencies
Marijuana stores

ELIGIBLE PROJECTS

This is not a complete list, but marketing can include several of the following elements. **Please note: Grant funds cannot be used for business operations or to pay for full- or part-time employees.** It is acceptable to use funds for contractors with special skills, such as videography, photography, graphic designers, website developers, etc.

Branding

Branding is the marketing practice of actively shaping a distinctive brand. The Brand is the perception of the company in the eyes of the world.

- Brand Design: Typography, color palette, fonts
- Brand Identity: Logo, website, product packaging, business card design, email template design
- Brand Style Guide
- Story theme creation

Website Development

A good website reflects the business brand, offers high-quality content and is easy to navigate. It's also key to online sales and a digital marketing strategy. (Grant does not cover costs of ongoing website maintenance, hosting or URL purchases.)

- Complete overhaul
- Add landing pages
- Implement a reservation system
- Incorporate online menus and ordering
- Online retail platform
- Custom videos or photography

Content Development and Marketing

Content marketing focuses on storytelling and customer engagement. Ultimately it drives a loyal and profitable customer to action.

- Videos (Facebook Live, YouTube channel)
- Educational articles; E-books
- Blogs
- E-newsletter development and subscriber campaign
- Social media engagement
- Brochures

Paid Advertising

Please note: local advertising is not eligible for this lodging tax grant - ads must be targeted at visitors at least 50

miles away (ORS rules).

- Production - graphic design
- Sponsored content, online or print
- Banner ads
- Pay-per-click, Adwords
- Social media ads and contests
- Radio, TV, billboards, print, direct mail

Other

- Marketing of an event
- Media tour

SELECTION CRITERIA

Eligible projects will be rated and ranked based on the following criteria. Note: additional relevant factors beyond the score may be worthy of consideration.

Project supports sustainable tourism (10 points) This includes how the project integrates with local communities, creating lasting year-round value, and how the applicant intends to sustain marketing efforts.

Goals are realistic and objectives are well considered (10 points)

This score measures how well the project will achieve the intended goals, and takes into account unintended consequences.

Budget is well documented and realistic (10 points)

Get estimates from vendors - do not guess or ask for the full \$5000 without getting a realistic estimate.

Project or event is new and/or has shown ability to sustain in subsequent years (10 points)

This score seeks to understand if the project offers a good return on investment of the lodging tax and public funds. This includes an assessment of the ability to leverage other resources, size of impact for the community (such as overnight stays), and financial sustainability plan.

Project focuses on programming between October 1 through end of May (10 points)

While summer events will be considered, it is preferable that events take place in shoulder- and off-season months.

Organization Type*

501(c)(3)

Business, Nonprofit or Agency Name*

Rockaway Beach Community Education; Charitable arm of the Rockaway Beach Chamber of Commerce

Contact Name and Title*

Annette Dhein, Rockaway Beach Historic Connection & Beautification Committee Member

Email Address*

[REDACTED]

Physical Address (and mailing address if different)*

103 1st Street Ocean's Edge, Rockaway Beach, OR 97136

Employer Identification Number (EIN)*

[REDACTED]

Company Principals and Percent (%) of Ownership*

Nonprofit organization with Board of Directors- Kristine Hayes/President, Kim Tackett/Vice President, Debra Reese/Vice President

Project Title*

Historic Connection Interactive Walking Tour: Digital Walking Guide

Grant Amount Request - Cannot exceed \$3,000*

\$2,835.00

Total Project Cost*

This number may be different than the grant request.

\$2,835.00

Project Overview*

Provide a complete overview and description of the project's intended function.

The Historic Connection Walking Tour creates a commercial activation for Rockaway Beach Main Street businesses while enhancing and preserving our heritage. Through engaging storytelling, both on the new website landing pages and the mobile app, the walking tour will drive customer engagement. Focused on the Main Street business district, the content guides its users through building origins, stories of founding families, interesting "then and now" descriptions and Rockaway Beach lifestyle at the turn of the century.

In addition to historical narration, the tour will include the heritage plaques and murals as they are installed by our building owners. Based on the Cloverdale case study, murals are being funded by participating businesses and grass roots fundraising efforts.

We'll implement in two phases:

Work Plan #1- Content development for 8-9 tour sites. In addition to historic points of interest, we have commitments from building owners and benefactors to host three murals already. We can get the website enabled immediately upon approval of the marketing grant with these sites to help impact the Fall and Winter off seasons.

Work Plan #2- Content development for an additional 8-9 tour sites. We're meeting with business owners formally the week of May 12. We anticipate a strong response based on preliminary discussions. The second phase will be implemented before March 2026 as required by the grant timeline. This phased approach provides realistic goals and timeframes providing both speed to market as well as scalability.

Rockaway Beach Community Education/the nonprofit arm of the Chamber of Commerce is part of the Main Street Oregon network.

The Rockaway Beach Historic Connection & Beautification Committee is implementing its work plan using these tools.

Please see the RB Historic Connection & Beautification overview below followed by details on the Digital Walking Guide.

Rockaway Beach Historic Connection & Beautification

The Rockaway Beach Historic Connection & Beautification Cooperative unites its businesses, residents and guests through a Main Street experience honoring our heritage, character and timeless charm.

We are part of a national network entitled Main Street America; formed to provide small town quality of life and to invigorate the Main Street business district.

This grass roots, preservation-based economic development approach has been successful using the time-tested Four Point Approach to downtown revitalization developed by Main Street America which includes:

- 1- Sustainable Organization
- 2- Effective Promotion
- 3- Quality Design
- 4- Economic Vitality

Join the Historic Connection and Beautification Cooperative and help realize the Rockaway Beach Main Street experience:

Large Format Historic Murals

We're selecting photos that celebrate the rich heritage of Rockaway Beach at the turn of the century. Our city was the origin of coastal high life... Natatorium & Dance Hall, surf, sand & bathing beauties, beach bonfires & glamping. The Main Street boardwalk housed general stores & candy stores, a post office & motels and a pool hall run by Red Headed Ruby, the local bootlegger.

A variety of these photos will be produced on 5 x 7' aluminum murals and hosted by Main Street businesses on exterior walls.

Individual Business Historic Plaques

Decades of history are contained within each of our Rockaway Beach businesses. ... the stories of our founding families.

We're helping to facilitate individual 2 x 3' murals sharing past and present photos and business descriptions. It's a simple way to increase resident and guest engagement and appreciation of our heritage.

Walking Tour

An interactive walking tour of Rockaway Beach, accessible via mobile, linking current businesses with the history of their buildings and place in Rockaway's past.

The tour will guide visitors to heritage highlights, individual business plaques and historic murals, sharing building history, period photos and past owners... pirates, ghost stories and founding family hardships included!

The walking tour will be promoted at the Historic Rockaway Beach caboose, where over 15,000 visitors sought destination information in 2024. Website, social media and QR codes on each plaque will provide added promotion.

Initial release will encompass N 6th and S 6th. Future grants could cover as far north as Kelly's Marina and south to the Barview Jetty as well as Vanished Landmarks.

Vintage Beautification

Unifying our Main Street through simple, yet consistent decorative elements honoring the heritage message.

Wooden barrel planters to be placed directly outside the front door of each Main Street business location.

We're seeking a resident committee to help with seasonal plantings such as Christmas evergreens at the holidays, colorful Spring and Summer blooms and an autumnal palate in the Fall.

A partner to produce vintage wooden sandwich boards to solidify the heritage message is also being sourced.

The Rockaway Beach Historic Connection & Beautification Cooperative

A grass roots volunteer organization including Rockaway Beach business owners, residents, benefactors and history buffs. Join Us! <https://www.rockawaybeach.net/rockaway-community-education>

Rockaway Beach Historic Digital Walking Guide

Rockaway Beach Historic Connection Walking Tour- Digital Walking Guide

Project: An interactive walking guide/history tour of Rockaway Beach, hosted on a new website landing page, accessible via mobile, focused on heritage highlights and linking current businesses with their roles in Rockaway's past.

Content

Content includes one or more photos, plus text and (optional) audio narration, for historical sites in Rockaway Beach along the central Highway 101 business corridor. The historic mural for each site should be included as the header/cover graphic for the location.

At initial release, content will concentrate on heritage highlights and sites currently selected for historic murals and plaques. If successful, and pending further funding, the project could expand to other historic locations in Rockaway Beach.

Media

A contemporary photo plus at least one historic photo (preferably more). Photos will have captions explaining at least the date, the building's function, and (when available) interesting owners or uses at the time of the photo.

Option: brief audio narration for the site in question, giving highlights of the building's role in historic Rockaway Beach.

Sites with more complex histories can include carousel displays of multiple photos presenting different eras of that building's history, also with optional narration.

Navigation

Historic information will be linked from the current business' entry in the Rockaway Chamber Web page. In addition, the Historic Connection will have its own tab on the Chamber page, with the sites listed in alphabetical order. This will let visitors navigate through the list of historic places, giving them a self-guided walking tour. This will enhance discoverability of other locations in Rockaway Beach. The Chamber web page is already designed for readability and ease of use on mobile devices.

Who is the target audience for this project (be specific)?*

This project has two target audiences:

- 1- People planning a trip to the Oregon Coast who are looking for a charming destination with interesting, historic activities and business establishments that they can explore at their own pace.
- 2- People already in Rockaway Beach looking for local historic interest and business establishments that they can explore at their own pace.

The Rockaway Beach Historic Visitors Center and Caboose logged more than 15,000 visitors during 2024. The Big Cedar Tree, which is between 800 and 1200 years old, attracted visitors from as far away as Prague and the Czech Republic. Visitors are also fascinated by the Oregon Coast Scenic Railroad's steam engine, the McCloud #25, which is celebrating its centenary in 2025. History is a big draw for our visitors.

In addition, visitors overwhelmingly choose to seek out and select establishments and activities on their phones. In just the restaurant segment, more than 80% of diners rely on their mobile phones to find a place for dinner. Visitors look to their mobiles to enhance their travel experience.

This project (or something similar) was requested/mentioned many times during the 2023 destination workshop series facilitated by TCVA. It is specifically designed to be leveraged off the existing Chamber Web site (and/or the City Web site with QR code).

How does this project support off-season tourism?*

The initial test of this type of self-guided event was the Haunted History Walking Tour of October 26, 2024, as part of the ongoing "Halloween Town" event in Rockaway Beach. This includes the Fire Department-sponsored "Trunk or Treat" event, a face-painting and trick-or-treat event at the Wayside, the Halloween Train from the Oregon Coast Scenic Railroad, and in-store trick-or-treat and other promotional events by the majority of Rockaway Beach businesses.

Spring Break week(s) in March and April, Valentine's/Presidents Day in February, and the "soft opening" of the Artisan Farmers Market in early May can also be reflected in the historic nature of the city. It is easy to also imagine a holiday-themed Walking Tour promotion for the Rockaway Beach Business Association's Christmas Tree Lighting Ceremony the day after Thanksgiving.

Finally, new opportunities could be developed including anniversary events throughout the year where we recognize historic buildings and occasions. This approach could help promote Rockaway Beach for all 12 months of the year.

The key is getting the infrastructure of the Historic Walking Tour funded, created, and promoted. After that, extensions and additional applications can be added.

What are the anticipated challenges in completing this project or holding this event?*

A potential challenge to this project's success was reflected in the recurring comment, during Rockaway's Strategic Planning period in 2024, that there are two different business/commercial organizations: the Chamber of Commerce and the Business Association. Many attendees to the Strategic Plan Open House in November 2024 highlighted the need for cooperation and consolidation between the two distinct organizations.

This project will overcome this potential challenge by strategically and thoughtfully aligning our community:

- Our Mission: The Rockaway Beach Historic Connection & Beautification Cooperative unites its businesses, residents and guests through a Main Street experience honoring our heritage, character and timeless charm.
- Inclusivity: Events from the Rockaway Beach Business Association (RBBA) and Chamber of Commerce (CC) in this grant proposal reflects the desires of community members to work collaboratively for the benefit of the entire community.

If the project or event is successful, how will you support it in the future?*

All Rockaway Beach Main Street Businesses have the opportunity to be included so the best way to support this project in the future will be expanding it to all local businesses, and to other historic buildings and sites in the city. Additionally, future enhancements are expected to include content development including audio, video and interactive elements.

Examples of integrating with other local communities include:

- Nonprofits or municipalities such as the Rockaway Beach Library and Post Office
- "Vanished Landmarks" including the Lake Lytle Hotel, Karla's Krabs, the bumper cars and penny arcade

Furthermore, while the initial vision for the Historic Walking Tour portion of the project focuses on businesses and sites along Highway 101 between N 3rd and S 6th, future expansion could stretch north to Jetty Creek and Kelly's Marina and south to the Twin Rocks Friends Camp, Camp Magruder, and Barview Jetty. The partnership and promotional opportunities to attract additional tourists to book stays in Rockaway Beach are limitless once the concept is implemented.

Upload Supporting Documents

Upload photos, estimates, and other supporting documents.

RB Marketing Grant, photos 4-18.pdf

Upload Supporting Documents

Upload photos, estimates, and other supporting documents.

Scott Fisher, Walking Tour estimate.pdf

Upload Supporting Documents

Upload photos, estimates, and other supporting documents.

If you have more than 3 documents, please email them to nan@tillamookcoast.com

Note: It is preferable to merge several documents into one scanned item and upload it as one file.

Project Budget - Income*

List the resources which you will use to pay for your projects here. Those resources will have the same total as the expenses you will report on the following table.

Note: Matching amounts are NOT required, but if your project exceeds the grant limits, use this section to add any additional funding sources you will use.

Income/Resource Description	Cash (grant funds)	Matching funds (if project is more than \$3000)
1,417.50	\$1,417.50	
1,417.50	\$1,417.50	
2835	2835	

Project Budget - Expenses*

Matching amounts are NOT required, but if your project exceeds the grant limits, use this section to add additional funding sources.

The expenses on this table should equal the amount you listed in the resources table above.

Description of Expense	Grant fund amount used for this expense	Matching funds if needed
1,417.50	\$1,417.50	
1,417.50	\$1,417.50	

	2835	

PROJECT WORK PLAN

Goal #1*

Rockaway Beach Historic Connection Walking Tour: Budget & Work Plan for Digital Walking Guide/ First Phase = 9 sites

Budget to Complete Goal #1*

*Verify that 'Budget to Complete Goals' total matches 'Budget Totals'

\$1,417.50

Goal #1: Work Plan*

Please number your answers as below:

1. Key action steps
2. Timeline to complete each step
3. Expected outcome for each step
4. Evaluation method for each step

Goal #1: Work Plan- Historic Connection Interactive Walking Tour

1. Key action steps

- A. Identify first selection of historic sites to add to Walking Tour, 8-9 sites
- B. Acquire 1 - 5 historic photos plus current photo
- C. Write 50-100 words about the history of the site
- D. Post to C of C Web page with links to current resident/business

2. Timeline to complete each step

- A. Ongoing, with C of C/Historic Connection & Beautification Committee assistance
- B. Approx 2 hrs per site, from historic photo collection with C of C/Historic Connection & Beautification Committee
- C. Approx 2 hrs per historic site
- D. Approx 1 hr per historic site (depending on number of photos)

3. Expected outcome for each step

- A. Create checklist of sites to add, use for project management and eventual QA (small effort, dependent on C of C completing list of sites to include)

- B. 1 - 5 historic photos in high-resolution digital scans for use on historic site page
- C. Text for each historic site for use on C of C Web site
- D. Link historic information to modern business/owner of each historic site, and back; also, add "Next/Prev" navigation links to create the self-guided tour

4. Evaluation method for each step

- A. Confirm with C of C/Historic Connection & Beautification Committee on complete list of historic sites for this first implementation
- B. Verify historic photos and that they are paired with the correct modern occupant
- C. C of C members QA each historic site's entry on the page (proofread, verify)
- D. Test Next/Prev navigation links to ensure they take mobile user to adjacent historic sites (on Apple and Android devices)

Goal #2*

Rockaway Beach Historic Connection Walking Tour: Budget & Work Plan for Digital Walking Guide/ Second Phase = 8-9 sites

Budget to complete Goal #2*

*Verify that 'Budget to Complete Goals' total matches 'Budget Totals'

\$1,417.50

Goal #2 Work Plan*

Please number your answers as below:

1. Key action steps
2. Timeline to complete each step
3. Expected outcome for each step
4. Evaluation method for each step

Goal #2: Work Plan- Historic Connection Interactive Walking Tour/ Second Phase = 8-9 sites

1. Key action steps

- A. Identify additional selection of historic sites to add to Walking Tour, 8-9 locations
- B. Acquire 1 - 5 historic photos plus current photo
- C. Write 50-100 words about the history of the site
- D. Post to C of C Web page with links to current resident/business

2. Timeline to complete each step

- A. Ongoing, with C of C/Historic Connection & Beautification Committee assistance
- B. Approx 2 hrs per site, from historic photo collection with C of C/Historic Connection & Beautification Committee
- C. Approx 2 hrs per historic site
- D. Approx 1 hr per historic site (depending on number of photos)

3. Expected outcome for each step

- A. Create checklist of sites to add, use for project management and eventual QA (small effort, dependent on C of C completing list of sites to include)
- B. 1 - 5 historic photos in high-resolution digital scans for use on historic site page

C. Text for each historic site for use on C of C Web site

D. Link historic information to modern business/owner of each historic site, and back; also, add “Next/Prev” navigation links to create the self-guided tour

4. Evaluation method for each step

A. Confirm with C of C/Historic Connection & Beautification Committee on complete list of historic sites for this first implementation

B. Verify historic photos and that they are paired with the correct modern occupant

C. C of C members QA each historic site’s entry on the page (proofread, verify)

D. Test Next/Prev navigation links to ensure they take mobile user to adjacent historic sites (on Apple and Android devices)

Goal #3

Budget to complete Goal #3

*Verify that 'Budget to Complete Goals' total matches 'Budget Totals'

Goal #3 Work Plan

Please number your answers as below:

1. Key action steps
2. Timeline to complete each step
3. Expected outcome for each step
4. Evaluation method for each step

AUTHORIZATION & CERTIFICATION

Authorization & Certification Verification*

Confirm the following authorization and certifications that apply.

Please type your name here to confirm that you have reviewed the answers to the questions above for accuracy purposes.

Annette Dhein

I am an eligible applicant and submitted an eligible project.*

Refer to the grant information above for details.

Type your full name to e-sign.

Annette Dhein

My project fits within eliglbe use of tourism funds

Applicants will be required to provide information to TCVA to support accountability for use of the funds in compliance with the application requirements for Transient Lodging Taxes as outlined in ORS 320.300.

Type your full name to e-sign

Annette Dhein

I agree to enter into a contract with TCVA upon grant approval

TCVA reserves the right to include such additional special conditions or requirements in each contract, as it might deem necessary or desirable to protect the public investment of tax dollars in the project. Furthermore, I agree to provide progress and completion reports as outlined in the grant award letter and grant contract. Failure to properly prove use of funds will result in disqualification of reimbursement and subject to repayment of disbursed funds.

Type your full name to e-sign

Annette Dhein

I agree to provide a W-9 Request for Taxpayer Identification Number and Certification

I will provide IRS form W-9 to certify that the Federal Employer Identification Number and business type provided in the above application is accurate and the organization is not subject to back-up withholding.

Type your full name to e-sign

Annette Dhein

I agree to provide project management oversight to ensure operation and maintenance of the project

Applicant activities must be well-documented and completed according to the grant contract timelines and as outlined in the grant application. TCVA's sole responsibility will be to process draw down requests and ensure Grantee's compliance with the grant contract.

Type your full name to e-sign

Annette Dhein

I agree to comply with applicable fed, state, and local public contracting rules and regulations.

Type your full name to e-sign

Annette Dhein

I give TCVA permission to use my project for public info, promotional, and educational purposes.

Applicants understand that the information supplied throughout the course of the project will be used by TCVA to promote success stories and project deliverables. Information may be released to the media, social media channels, governmental legislative bodies or used in promotional materials intended for public release.

Annette Dhein

My company has an anti-discrimination policy

The policy states that my company does not discriminate with respect to race, color, creed, sex, age, national origin, disability, religion or sexual orientation and comply with affirmative action programs and all applicable federal, state or local laws.

Type your full name to e-sign

Annette Dhein

I agree to provide necessary insurance coverage

Applicants are required to provide insurance coverage in an amount determined by the TCVA to be sufficient.

Type your full name to e-sign

Annette Dhein

I agree to hold the City of Rockaway Beach and TCVA Harmless.

I agree to hold the City of Rockaway Beach and TCVA harmless for any liens, claims, damages or other liabilities related to the project, and to indemnify and defend the County from any claims, costs, damages or expenses of any kind, including attorney's fees and other costs and expenses of litigation, arising out of the project.

Type your full name to e-sign

Annette Dhein

Authorization

I certify to the best of my knowledge that all information, contained in this application, including all attachments and certifications, is valid and accurate. I further certify that the application has been reviewed and approved by the authorized owner(s), managers with appropriately delegated authority and/or in accordance with the organization's articles of incorporation or organization.

Type your full name to e-sign

Annette Dhein

File Attachment Summary

Applicant File Uploads

- RB Marketing Grant, photos 4-18.pdf
- Scott Fisher, Walking Tour estimate.pdf

Rockaway Beach Historic Connection & Reeducation- Marketing Grant

The Historic Connection Walking Tour creates a commercial activation for Rockaway Beach Main Street businesses while enhancing and preserving our heritage.

The Walking Tour will guide its users through historic sites and the Main Street business district, sharing Rockaway's storied past and ties to current day use.

In addition to historical narration, the tour will include the heritage plaques and murals as they are installed by our building owners. Heritage plaques and murals are being funded by participating businesses and grass roots fundraising efforts.

Hosting the walking tour on new landing pages is the focus for the Marketing Grant. The following provides the connection between the project work:

Slides 2-3 Heritage Plaques

Slides 4-5 Large Format Murals

Slides 6-7 Walking Tour

Slides 8-10 Resource Description: Cloverdale examples & Main Street America Network

Thank you for considering our proposal.

< 01 of 39 > [icons]

What Was I?

The stories of previous Main Street businesses create a connection to the past and increase value & appreciation for our heritage



This Main Street building opened in the late 1920's as a card room & pool hall, operated by Red Headed Ruby, the local bootlegger. It operated as a bakery between 1935-1938.



This Main Street building at the left side of the frame hasn't changed in appearance since captured in this 1935 July 4 celebration. This photo has been donated to the archive.

< 02 of 39 > [icons]

Individual Business Heritage Plaques

- The Rockaway Beach Historic Connection & Beautification Committee is assisting Main Street Businesses with producing these heritage plaques.
- The first plaque has been installed at Joe's Snacks.



Heritage Lifestyle Photos

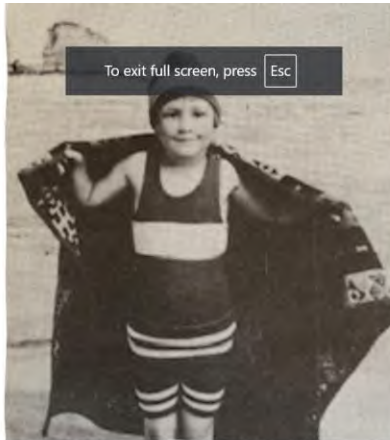
The stories of our Rockaway Beach founding families and visitors they hosted provide a portal to the past and preserve our heritage for future generations



This is taken from Main Street at the site of the first building in Rockaway; Miller family grocery.



Volunteers from the Historic Connection and Beautification Cooperative are archiving hundreds of Rockaway Beach photos.



Heritage Murals

- The Rockaway Beach Historic Connection & Beautification Committee is assisting Main Street Businesses with producing these large format 5 x 7' murals to host in strategic sites along Main Street.
- There are currently two building owners that have committed to hosting murals. Additional meetings are scheduled in May.

Interactive Walking Tour

New landing page

- An interactive walking guide/history tour of Rockaway Beach, accessible via mobile, linking current businesses with their roles in Rockaway's past.
- The Chamber Web page is already designed for readability and ease of use on mobile devices.

Content

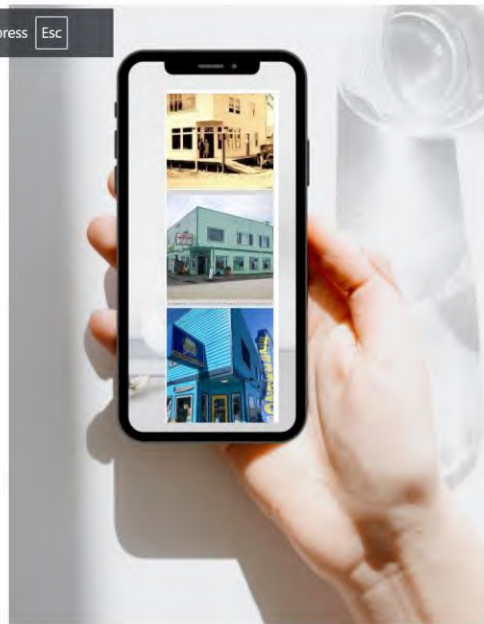
- Content includes one or more photos, plus text and (optional) audio narration, for historical sites in Rockaway Beach along the central Highway 101 business corridor.
- The historic plaque for each site should be included as the header/cover graphic for the location.

Media

- A contemporary photo plus at least one historic photo (preferably more).
- Photos will have captions explaining at least the date, the building's function, and interesting owners or uses at the time of the photo.

< 06 of 39 > [Icons]

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Interactive Walking Tour

Navigation

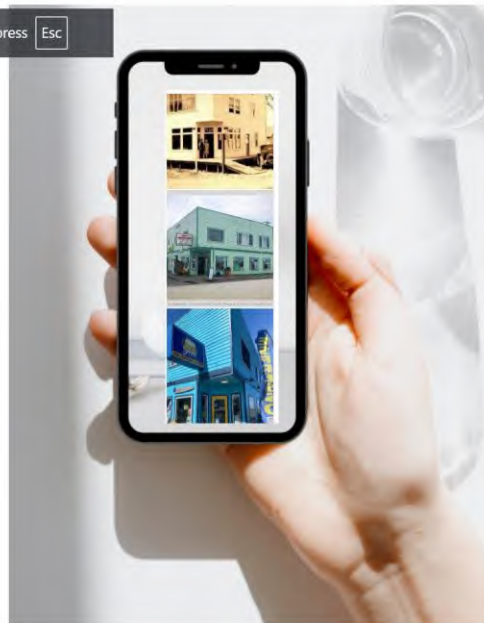
- Historic information will be linked from the current business' entry in the Rockaway Chamber Web page.
- The Historic Connection will also have its own tab on the Chamber page, with the sites listed in geographical order.
- Visitors at the website may scroll through the list of historic places enhancing discoverability of other locations in Rockaway Beach.

Commercial Application

- The website can be linked to social media promotions for off-season and special events.
- Additional commercial and tourism partners including TCVA can be engaged via the new website landing page.
- The expanded RB historic story further aligns with the Oregon Coast Scenic Railroad. Over 15,000 people visited the RB caboose in 2024.
- The Interactive Walking Tour will guide its users through the Rockaway Beach Main Street commercial corridor providing new business opportunities.

< 07 of 39 > [Icons]

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To exit full screen, press Esc

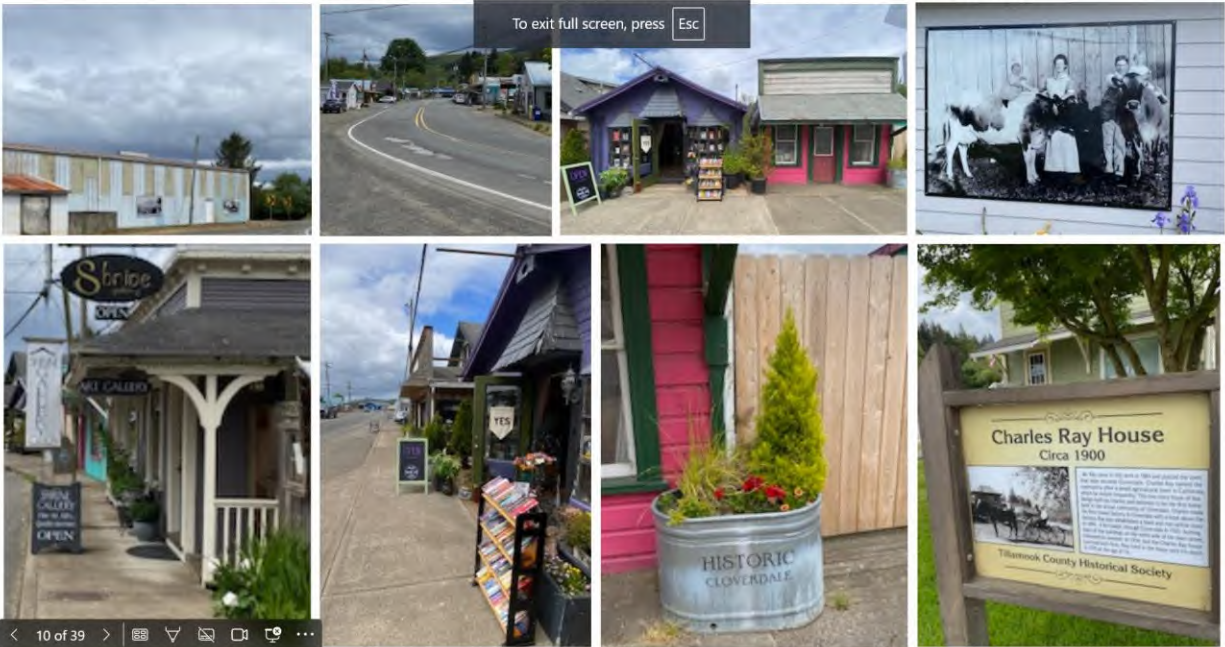
Appendix

Resources

Cloverdale Murals- lifestyle & architecture photos; placed on buildings & fences with owner's permission



Cloverdale Beautification- consistent wooden signage & planters reminiscent of farming heritage



Main Street America Network Overview

OREGON.GOV OPRD Contact Us Grants Commissions & Committees For Consultants Laws & Rules

Main Street America™ has been helping revitalize older and historic commercial districts for more than 35 years. Oregon Main Street is a Main Street America™ Coordinating Program. We help communities participating in our Network to make use of the time-tested Main Street Four-Point Approach® to downtown revitalization developed by Main Street America™ which includes:

- Sustainable Organization
- Effective Promotion
- Quality Design
- Economic Vitality

This Approach is a unique preservation-based economic development tool that enables communities to enhance downtown and neighborhood business districts by leveraging local assets. It is a comprehensive, incremental strategy that addresses the variety of issues and problems that challenge traditional commercial districts. Oregon Main Street helps communities thrive by connecting them to this customizable framework to focus local efforts, energy, and resources to create a more vibrant downtown.

Rockaway Beach Historic Connection Walking Tour: Cost estimate for Digital Walking Guide

Work Plan #1: Create and publish Digital Walking Tour encompassing the initial 8-9 historical sites. Estimate \$1,417.50.

Work Plan #2: Create and publish Digital Walking Tour encompassing an additional 8-9 historic sites. Estimate \$1,417.50.

Cost estimate is based on:

5 hours per site x \$31.50 = \$157.50 x 9 historic sites = \$1,417.50

Work Plan for each Phase

1. Key action steps

- A. Identify first selection of historic sites to add to Walking Tour
- B. Acquire 1 - 5 historic photos plus current photo
- C. Write 50-100 words about the history of the site
- D. Post to C of C Web page with links to current resident/business

2. Timeline to complete each step

- A. Ongoing, with C of C assistance
- B. Approx 2 hrs per site, from historic photo collection with C of C
- C. Approx 2 hrs per historic site
- D. Approx 1 hr per historic site (depending on number of photos)

3. Expected outcome for each step

- A. Create checklist of sites to add, use for project management and eventual QA (small effort, dependent on C of C completing list of sites to include)
- B. 1 - 5 historic photos in high-resolution digital scans for use on historic site page
- C. Text for each historic site for use on C of C Web site
- D. Link historic information to modern business/owner of each historic site, and back; also, add "Next/Prev" navigation links to create the self-guided tour

4. Evaluation method for each step

- A. Confirm with C of C management on complete list of historic sites for this first implementation
- B. Verify historic photos and that they are paired with the correct modern occupant
- C. C of C members QA each historic site's entry on the page (proofread, verify)

D. Test Next/Prev navigation links to ensure they take mobile user to adjacent historic sites (on Apple and Android devices)

The Digital Walking Tour will be created and implemented by Scott Fisher, a resident of Rockaway Beach. Scott is uniquely qualified due to his experience as a journalist, web content expert and contributions to similar historic projects.

- Scott has contributed to the weekly Rockaway Beach Fencepost for the Tillamook Headlight-Herald for the past three years. His column covers issues of importance to the city, from City Council meetings to watershed protection efforts and more.
- In 2024 Scott began his work on Rockaway Beach historic content and storytelling when he developed the Haunted Ghost tour for the Halloweentown event.
- In Fall 2023 Scott participated in the Destination Management Workshops where he connected with business owners, business associations and residents who shared the need for Main Street Rockaway heritage and beautification.
- From 1996-99 Scott headed up the Living History Project, a community group dedicated to recording the City of Sunnyvale's farms and orchards before it became Silicon Valley.
- In 1996 Scott wrote "Creating Dynamic Web Sites," an overview of the technologies involved in adding media to web projects.

An Introduction to Green Coast Market Via Web & Print

Rockaway Beach Marketing Grant FY24-25

Green Coast Market

Julie Maxfield
119 S. Miller Street
Rockaway Beach, OR 97136

O: 503-734-8244

Julie Maxfield

greencoastmarket@gmail.com
O: 503-734-8244

Rockaway Beach. All projects must be completed by March 31, 2026. A mid-year/6-month report of progress is required. **Grant funds will be dispersed on a reimbursement basis only.**

Please read the application thoroughly. If you have questions, contact nan@tillamookcoast.com TCVA is facilitating the grant process.

GRANT REVIEW PROCESS

TCVA will provide guidance on applications. Please don't wait until last minute to ask for assistance! We want to help you submit a strong application. Each application received will first be reviewed by the TCVA executive director for eligibility and completeness. "Complete" is defined by all information filled in. If the application is incomplete or not received by the deadline, it will not be submitted to the city of Rockaway Beach for review.

You will receive a confirmation of receipt within 48 hours of application upload to the grant system. If you do not receive a confirmation email, please contact Nan Devlin at nan@tillamookcoast.com

Once reviewed by the city, applications will be submitted to the city council for approval in May 2025.

FUNDING PROCESS

Once a grant is awarded and contract is signed, grantees can start marketing projects. **Grant funds will be disbursed on a reimbursement basis once invoices are submitted, toward a draw-down on the grant award amount.** Reimbursements will be issued within two weeks of receipt via a bill pay check.

Projects must be completed by March 31, 2026. A mid-year/6-month report of progress is required.

Please note: All marketing materials, printed or digital, must include the visitrockawaybeach.org QR code, which will be provided to you.

WHO IS ELIGIBLE

Tourism-related businesses and nonprofits within the City of Rockaway Beach are urged to apply. This includes retail stores, restaurants, lodging, outdoor recreation businesses, food producers (such as farmers or fishers), and nonprofits that conduct tourism-related programs.

By state law, the lodging tax the city is using to fund this grant can only be used for tourism-related businesses and organizations, and proposed projects must be focused on reaching visitors, defined by state law as those traveling 50 miles or more for leisure or business. **As an example, a paid advertisement placed in a local newspaper is not eligible for lodging tax grant funds.**

Funds will be dispersed on a reimbursement basis only.

WHO IS NOT ELIGIBLE

Short-term rental businesses or agencies
Marijuana stores

ELIGIBLE PROJECTS

This is not a complete list, but marketing can include several of the following elements. **Please note: Grant funds cannot be used for business operations or to pay for full- or part-time employees.** It is acceptable to use funds for contractors with special skills, such as videography, photography, graphic designers, website developers, etc.

Branding

Branding is the marketing practice of actively shaping a distinctive brand. The Brand is the perception of the company in the eyes of the world.

- Brand Design: Typography, color palette, fonts
- Brand Identity: Logo, website, product packaging, business card design, email template design
- Brand Style Guide
- Story theme creation

Website Development

A good website reflects the business brand, offers high-quality content and is easy to navigate. It's also key to online sales and a digital marketing strategy. (Grant does not cover costs of ongoing website maintenance, hosting or URL purchases.)

- Complete overhaul
- Add landing pages
- Implement a reservation system
- Incorporate online menus and ordering
- Online retail platform
- Custom videos or photography

Content Development and Marketing

Content marketing focuses on storytelling and customer engagement. Ultimately it drives a loyal and profitable customer to action.

- Videos (Facebook Live, YouTube channel)
- Educational articles; E-books
- Blogs
- E-newsletter development and subscriber campaign
- Social media engagement
- Brochures

Paid Advertising

Please note: local advertising is not eligible for this lodging tax grant - ads must be targeted at visitors at least 50 miles away (ORS rules).

- Production - graphic design
- Sponsored content, online or print
- Banner ads
- Pay-per-click, Adwords

- Social media ads and contests
- Radio, TV, billboards, print, direct mail

Other

- Marketing of an event
- Media tour

SELECTION CRITERIA

Eligible projects will be rated and ranked based on the following criteria. Note: additional relevant factors beyond the score may be worthy of consideration.

Project supports sustainable tourism (10 points) This includes how the project integrates with local communities, creating lasting year-round value, and how the applicant intends to sustain marketing efforts.

Goals are realistic and objectives are well considered (10 points)

This score measures how well the project will achieve the intended goals, and takes into account unintended consequences.

Budget is well documented and realistic (10 points)

Get estimates from vendors - do not guess or ask for the full \$5000 without getting a realistic estimate.

Project or event is new and/or has shown ability to sustain in subsequent years (10 points)

This score seeks to understand if the project offers a good return on investment of the lodging tax and public funds. This includes an assessment of the ability to leverage other resources, size of impact for the community (such as overnight stays), and financial sustainability plan.

Project focuses on programming between October 1 through end of May (10 points)

While summer events will be considered, it is preferable that events take place in shoulder- and off-season months.

Organization Type*

For-profit business

Business, Nonprofit or Agency Name*

Green Coast Market

Contact Name and Title*

Julie Maxfield, Co-Owner

Email Address*

greencoastmarket@gmail.com

Physical Address (and mailing address if different)*

119 S Miller Street Rockaway Beach, OR 97136

Employer Identification Number (EIN)***Company Principals and Percent (%) of Ownership***

Julie & Jason Maxfield, 50/50 owners

Project Title*

An Introduction to Green Coast Market Via Web & Print

Grant Amount Request - Cannot exceed \$3,000*

\$3,000.00

Total Project Cost*

This number may be different than the grant request.

\$3,000.00

Project Overview*

Provide a complete overview and description of the project's intended function.

Green Coast Market is a small, specialty grocery store in downtown Rockaway Beach. We feature high-quality local foods, including fish, meat, milk, cheese, eggs, produce, flowers, breads, pasta, snacks, pantry staples and a small selection of beer, wine, and cider. We opened on Valentine's day of this year, and are still building our brand and reputation. While Green Coast Market has gained a lot of positive local attention through Facebook and word of mouth, we also want to reach visitors. Our project includes three pieces: the creation of a basic website, design of email newsletter templates, and a print and digital ad campaign focusing on Oregon Coast visitors.

A website offers professional credibility and the chance to tell a visual story about our business and the products we offer to visitors. We intend to work with Spruce Web Design, a local web developer who understands our audience. (Bid attached.) Our bid also includes training on search engine optimization and updating the website ourselves to meet future needs, making this a sustainable investment in our business.

Spruce Web Design will also help us develop a template for email newsletters. This will allow us to build an email marketing campaign, which can provide a communication channel to visitors when they return home.

We intend to use this email list for both general marketing, as well as to advertise a line of local food-based gift boxes. These will be launched in the fall, ahead of the holiday season, so we can keep selling quality local foods to coast visitors year-round, even after their visits have ended. We also believe that regular communication with distant coast visitors will encourage return trips.

The balance of requested grant funds will be used to place print and digital ads in locations that target coast visitors, such as Venture Coastward visitor's guide. These ads will help increase awareness of our businesses, so visitors arrive looking forward to the chance to explore our store and experience the bounty of the Tillamook coast. All print and digital ads will be designed by Green Coast Market co-owner Jason Maxfield, who has extensive experience with basic graphic design for marketing materials. The bulk of marketing funds will be used to promote awareness of our business for this, our first summer. But because many local print publications are produced on an annual cycle, and because the funds for this grant will be available after some of this year's opportunities have passed, we also intend to reserve some of the funds for ad placement later in the year.

Who is the target audience for this project (be specific)?*

Since opening our doors we have been filling the fridges of vacation homes with delicious and locally sourced food. Locals and visitors can now enjoy a homemade meal with gourmet, fresh ingredients not previously available in Rockaway. For day-trip folks passing through, by car or train, we offer local snack options that are simply unavailable anywhere else in Rockaway. Our customers are foodies, adventurers, home chefs, sunset chasers, families, and anyone looking to enjoy an authentic taste of the coast.

The website, email newsletter template, and advertising campaign outlined in this application are all designed to increase awareness of our business for out of town visitors to the Oregon Coast. Rockaway Beach is the most popular place to spend the night in Tillamook County. Green Coast Market is located steps from the Wayside, the easiest stop for travelers to access the beach, and also the location of Oregon Coast Scenic Railroad's Rockaway stop, where tens of thousands of visitors disembark every year. Increasing awareness of our business among these many visitors will help our business thrive and introduce many more people to our region's excellent local food producers.

How does this project support off-season tourism?*

Green Coast Market is a year-round business and we intend to be open as many days per week as possible, to help make Rockaway a fun place to visit any time of year. Off-season visitors are often disappointed to find many local businesses closed, and because farmer's markets also shut down for much of the year, many excellent local foods are unavailable to off-season visitors. Our business changes that and allows visitors to enjoy the bounty of our region any time of year. The marketing plans outlined in this project will help build awareness of Green Coast Market among people considering visiting the area, and also hopefully encourage them to arrive with a shopping list rather than bags of groceries from home.

What are the anticipated challenges in completing this project or holding this event?*

We plan to hire a local web design company, Spruce Web Design, to provide the technical website and email template design work. Because we'll be relying on a third party to complete this work, we could encounter issues if they are unable to complete it. However, Spruce Web Design is an established company, with a strong reputation and track record, and we are confident that they will be able to successfully complete the necessary tasks.

If the project or event is successful, how will you support it in the future?*

Fortunately, the website we are planning will not require substantial work to keep updated. We have the skills to easily make text edits or swap out photos as needed. Furthermore, the ongoing hosting fees are something our business can absorb. We will leverage the email templates to support a regular (2-4x/month) ongoing email campaign, to communicate with distant customers and encourage return visits. We also hope to build long-term relationships with local publications that promote tourism, and intend to continue similar print and digital marketing campaigns beyond the term of this grant.

Upload Supporting Documents

Upload photos, estimates, and other supporting documents.

Spruce Web Design GCM Bid.pdf

Upload Supporting Documents

Upload photos, estimates, and other supporting documents.

Upload Supporting Documents

Upload photos, estimates, and other supporting documents.

If you have more than 3 documents, please email them to nan@tillamookcoast.com

Note: It is preferable to merge several documents into one scanned item and upload it as one file.

Project Budget - Income*

List the resources which you will use to pay for your projects here. Those resources will have the same total as the expenses you will report on the following table.

Note: Matching amounts are NOT required, but if your project exceeds the grant limits, use this section to add any additional funding sources you will use.

Income/Resource Description	Cash (grant funds)	Matching funds (if project is more than \$3000)
Grant	\$3,000.00	

0	3000	
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Project Budget - Expenses*

Matching amounts are NOT required, but if your project exceeds the grant limits, use this section to add additional funding sources.

The expenses on this table should equal the amount you listed in the resources table above.

Description of Expense	Grant fund amount used for this expense	Matching funds if needed
Website Development	\$1,200.00	
Email Newsletter Development	\$500.00	
Print and digital ads	\$1,300.00	
	3000	

PROJECT WORK PLAN

Goal #1*

Website Development

Budget to Complete Goal #1*

*Verify that 'Budget to Complete Goals' total matches 'Budget Totals'

\$1,200.00

Goal #1: Work Plan*

Please number your answers as below:

1. Key action steps
2. Timeline to complete each step
3. Expected outcome for each step
4. Evaluation method for each step

1- Key action steps for the website development have been outlined in the bid from Spruce Web Design, and include three phases (Project Start, Project Build, and Project Launch & Support)

2- According to the bid, "projects are generally completed within a 30-90 day period" once all content and images have been provided.

3- Our desired outcome is a simple, yet functional website.

4- Once launched, we will share our new digital address with our partners (business associations, North Coast Food Trail, etc.)

Goal #2*

Newsletter Development

Budget to complete Goal #2*

*Verify that 'Budget to Complete Goals' total matches 'Budget Totals'

\$500.00

Goal #2 Work Plan*

Please number your answers as below:

1. Key action steps
2. Timeline to complete each step
3. Expected outcome for each step
4. Evaluation method for each step

1- As with the website component, key action steps for the website development have been outlined in the bid from Spruce Web Design.

2- We expect this step to be completed over the summer.

3- Our desired outcome is an email newsletter and an accompanying set of tools (templates, etc.) to use it effectively.

4- A successful newsletter will draw new and returning customers to our business. We can offer specials exclusively to subscribers in order to gauge effectiveness.

Goal #3

Print and digital ads

Budget to complete Goal #3

*Verify that 'Budget to Complete Goals' total matches 'Budget Totals'

\$1,300.00

Gola #3 Work Plan

Please number your answers as below:

1. Key action steps
2. Timeline to complete each step
3. Expected outcome for each step
4. Evaluation method for each step

1- Our first step will be to identify the print and digital publications that will have the biggest reach among visitors. We already designed an ad that ran in the Riverbend Players Playbill, which can be adapted as needed.

2- We are eager to introduce ourselves to new customers, and we can start placing ads in the first few weeks after approval of this grant.

3- We expect that our ads will increase brand awareness and encourage visitors to stop by when they first arrive to town.

4- We can offer coupons and other discounts for customers who mention where they saw our ad, in order to track effectiveness across platforms. Facebook ads provide information about the impressions they make.

AUTHORIZATION & CERTIFICATION

Authorization & Certification Verification*

Confirm the following authorization and certifications that apply.

Please type your name here to confirm that you have reviewed the answers to the questions above for accuracy purposes.

Julie Maxfield

I am an eligible applicant and submitted an eligible project.*

Refer to the grant information above for details.

Type your full name to e-sign.

Julie Maxfield

My project fits within eliglbe use of tourism funds

Applicants will be required to provide information to TCVA to support accountability for use of the funds in compliance with the application requirements for Transient Lodging Taxes as outlined in ORS 320.300.

Type your full name to e-sign

Julie Maxfield

I agree to enter into a contract with TCVA upon grant approval

TCVA reserves the right to include such additional special conditions or requirements in each contract, as it might deem necessary or desirable to protect the public investment of tax dollars in the project. Furthermore, I agree to provide progress and completion reports as outlined in the grant award letter and grant contract. Failure to properly prove use of funds will result in disqualification of reimbursement and subject to repayment of disbursed funds.

Type your full name to e-sign

Julie Maxfield

I agree to provide a W-9 Request for Taxpayer Identification Number and Certification

I will provide IRS form W-9 to certify that the Federal Employer Identification Number and business type provided in the above application is accurate and the organization is not subject to back-up withholding.

Type your full name to e-sign

Julie Maxfield

I agree to provide project management oversight to ensure operation and maintenance of the project

Applicant activities must be well-documented and completed according to the grant contract timelines and as outlined in the grant application. TCVA's sole responsibility will be to process draw down requests and ensure Grantee's compliance with the grant contract.

Type your full name to e-sign

Julie Maxfield

I agree to comply with applicable fed, state, and local public contracting rules and regulations.

Type your full name to e-sign

Julie Maxfield

I give TCVA permission to use my project for public info, promotional, and educational purposes.

Applicants understand that the information supplied throughout the course of the project will be used by TCVA to promote success stories and project deliverables. Information may be released to the media, social media channels, governmental legislative bodies or used in promotional materials intended for public release.

Julie Maxfield

My company has an anti-discrimination policy

The policy states that my company does not discriminate with respect to race, color, creed, sex, age, national origin, disability, religion or sexual orientation and comply with affirmative action programs and all applicable federal, state or local laws.

Type your full name to e-sign

Julie Maxfield

I agree to provide necessary insurance coverage

Applicants are required to provide insurance coverage in an amount determined by the TCVA to be sufficient.

Type your full name to e-sign

Julie Maxfield

I agree to hold the City of Rockaway Beach and TCVA Harmless.

I agree to hold the City of Rockaway Beach and TCVA harmless for any liens, claims, damages or other liabilities related to the project, and to indemnify and defend the County from any claims, costs, damages or expenses of any kind, including attorney's fees and other costs and expenses of litigation, arising out of the project.

Type your full name to e-sign

Julie Maxfield

Authorization

I certify to the best of my knowledge that all information, contained in this application, including all attachments and certifications, is valid and accurate. I further certify that the application has been reviewed and approved by the authorized owner(s), managers with appropriately delegated authority and/or in accordance with the organization's articles of incorporation or organization.

Type your full name to e-sign

Julie Maxfield

File Attachment Summary

Applicant File Uploads

- Spruce Web Design GCM Bid.pdf



Proposal for Website Build Services

Prepared for: Green Coast Market

By: Spruce Web Design LLC

Introduction

We are excited to present this website build proposal to meet your web needs. Our team at Spruce Web Design LLC is committed to delivering high-quality and compelling solutions tailored to your specific requirements. With a keen understanding of web principles, a passion for creativity, and a track record of successful projects, we are confident that we can help you achieve your website goals.

Scope of Work

In this proposal, we outline the scope of work we propose to undertake. Our services will encompass a comprehensive range of solutions, including but not limited to website build services. We will begin by conducting a thorough analysis of your brand, target audience, and competitors to ensure our solutions align with your objectives. Our process will involve multiple iterations and revisions to ensure your complete satisfaction with the final product. Additionally, we will provide you with a detailed project timeline and cost estimate for your consideration.

Why Choose Us

Choosing Spruce Web Design LLC for your website build needs comes with several advantages. Our team comprises experienced and creative professionals who have a proven track record in delivering innovative and market leading solutions. We prioritize effective communication and collaboration with our clients, ensuring that your vision is at the forefront of our process. Moreover, our commitment to meeting deadlines and delivering within budget sets us apart as a reliable and trustworthy partner. We look forward to the opportunity to work with you and bring your strategic visions to life.

If you need any additional information or have specific questions, please do not hesitate to reach out to us. We are excited to embark on this journey with you and contribute to the success of your brand through exceptional website build services.

SQUARESPACE One Page Website

- SquareSpace Platform <https://www.squarespace.com/pricing>
- Custom layout and design - client focused, professional design with personality
- Custom web graphics (if needed)
- Page builds (one page site with anchor tags for each section & navigation):
 - Product images
 - Producer links
 - Shop images
 - About Us/Our story
 - Location/Hours/Phone - with clickable Google Map
 - Contact form
- Content creation (if needed)
- Contact form created & styled
- Up to 10 stock images (if needed)
- Basic SEO foundation settings
- Optimize ALL images and graphics for web (reduce size of all current website images)
- Responsive design optimized for mobile/tablet
- Google Analytics & Search Console integration

We also provide:

- Training videos on updating/altering website (if needed)

- Training videos on Google Analytics (how to read and understand site traffic), basic SEO practices and more
- Personalized, friendly, attentive web design experience you just won't find anywhere else :)

This proposal is valid until July 1, 2025.

Total Investment: \$1,200

Payment can be made in the following options:
50% prior to start, 50% prior to launch

Newsletter Creation

Platform Setup:

Create & configure a Squarespace Email Campaigns account.
Verify the domain for email sending.
Integrate a newsletter sign-up form with the one-page website.

Template Design:

Design two reusable, branded templates using Squarespace.
Customize templates with the client's logo, colors, and fonts to match website branding.
Include placeholder content (e.g., header, sample text, call-to-action, footer) that can be moderately or extensively edited.

Placeholder Content:

Write basic, editable content for each template.
Ensure content is flexible for client updates.

Training Guide:

PDF and video walkthrough on updating templates and sending campaigns.

Revisions:

Two rounds of revisions to finalize templates.

Total Investment: \$500

Termageddon Yearly License

Free for first year, then \$119/year.

1) Due upon signing	\$850.00
2) Final payment - At completion of project	\$850.00

Client agrees to pay invoices within 14 days of receiving the invoice. Payment after that date will incur a late fee of 5.0% per month on the outstanding amount. Contractor will be reimbursed for expenses that are approved by Client in advance. Upon termination of this Agreement for any reason, Client will pay Contractor any unpaid fees for Services that have been completed prior to such termination.

Project Contract

Spruce Web Design LLC may be referred to as "we, us or our" below. You, the client or Green Coast Market, may be referred to as "you, your or the client."

This contract is intended to cover both parties involved to ensure a professional, timely, successful and all around awesome experience for this project from start to finish and is broken down into 3 phases:

- Phase 1 - Project Start
- Phase 2 - Project Build
- Phase 3 - Project Launch & Support

Note: If the client requests any additional parameters or addendums to be added to this contract, please contact us with the information and additional details you need added and we'll send the revised/updated contract for approval.

Phase 1 - Project Start

Deliverables

See the project proposal for development details and deliverables agreed upon. Spruce Web Design LLC strives to provide professional, personal service throughout the development process and will work diligently to complete the project by the proposed deadline/launch date specified.

Payment

All payments are due upon invoice due date. Should a payment be late, Spruce Web Design LLC reserves the right to freeze all work until accounts are settled. Payments can be made via

Credit Card or by Check mailed to:
Spruce Web Design LLC
PO Box 3456
Bay City, OR, 97107

Projects are handled with either a 50% up front, 50% at completion policy or in a 30%, 30%, 40% time-sensitive agreement if agreed upon.

Limited Liability

The client alone shall be responsible for: (a) the accuracy and adequacy of information and data furnished for processing; (b) any use made by the client of the output of the software or any reliance thereon; and (c) obtaining the required licenses and respect copyright for any and all third party assets including but not limited to fonts, media, and software. The client shall also be responsible for the continued operation and maintenance of the computer equipment and third party software used with the site and shall comply with all operational, environmental and maintenance recommendations and requirements of the applicable licensors, vendors and manufacturers.

Data Protection

Spruce Web Design LLC takes data protection and privacy very seriously. We do everything on our part to ensure your sensitive information is protected during the entire web design experience.

We do not sell email or customer information, and for ongoing work, support, and website care, we do our best to ensure your sensitive contact and company information is privately stored.

Expiration or Cancellation

This contract is valid for the calendar year in which it was signed, upon which point it expires. Upon expiration, both parties may review and amend the contract and decide whether or not to renew. This contract may be terminated by either party with a full 30-day written notice. All payments will be due, and all work will be submitted upon the termination of contract.

Accessibility

Spruce Web Design LLC will make every effort to ensure that your website is built with foundational accessibility best practices in order for it to be viewed and used by everyone. If needed, advanced accessibility functionality can be integrated on the site at any point hourly or with a retainer package. View rates and options [here](#).

Note: if the client is managing the site, adding content and/or other media or plugins, Spruce Web Design LLC is not responsible for the accessibility components of client add-ons.

Privacy Policies

Spruce Web Design LLC will make every effort to ensure that your website is compliant with GDPR privacy standards in place.

If you prefer to manage the privacy policy for your website, you're welcome to hire a trusted attorney to produce your policies or use the tool we recommend Termageddon. If you'd like more information on our Termageddon privacy policies, email liz@sprucewebdesign.com.

Terms, Conditions & Disclosures

Spruce Web Design LLC will create a terms and conditions page for your website, but you, the client will need to provide us with the details and content of your terms, conditions and the disclosure of any customer information that you store (on or offsite, in email CRM's, etc). Again, we recommend using Termageddon.

Trademarked or Proprietary Information

If you have any products, information, or services that are trademarked, pending trademark or are proprietary information or intellectual property, please disclose that with Spruce Web Design LLC, and we can arrange custom content collection and advanced secure communications.

Phase II - Project Build

Point of Contact & Training

Spruce Web Design LLC will require one point of contact during the contract for clarifying requirements for design, key features, usability and maintenance issues. Spruce Web Design LLC requires this person to be available to answer questions arising from the project within 24 hrs on workdays (subject to reasonable exceptions), and to have authority to make design and related decisions on the system.

Project Management

Spruce Web Design LLC uses Moxie or Google Drive to effectively manage communication and file sharing throughout the duration of the project while also limiting email threads and potential loss of content and communication. Though all communication for the project is recommended to stay within Moxie, email can still be used. Messages from Moxie can be replied to from a standard email account. Once your project is underway, an email will be sent with directions accessing your Moxie Client Portal.

File Sharing

Spruce Web Design LLC uses Google Drive to effectively share and transfer large sizes or quantities of images and computer files. A custom Google Drive folder may be set up for sharing depending on the number of images, files, etc.

Project Turn Around

Once all logins, images, and information are received, projects are generally completed within a 30-90 day period. Length may vary depending on project size and functionality. The desired completion date and design time are agreed upon at the start of the project.

Response Time

Spruce Web Design LLC will make every effort to reply to inquiries within 24 hours, Monday through Friday, except where the client has been previously notified of a period of limited availability.

You Green Coast Market also agree to provide feedback when asked for review and additional needed content/information for project progress in a timely manor either within 72 hours, Monday through Friday or date specified by Spruce Web Design LLC unless we're notified of a period of limited availability.

Project Timeline and Delays

The main reason many web design projects and designer/client relationships go south is due to designers waiting on content or feedback. You (the client) agree to provide all content and information needed in order for Spruce Web Design LLC to start the project in a timely manner which may be specified or requested by Spruce Web Design LLC. We retain the right to delay starting on the project until all needed content and information is provided by you and the deadline/launch date may be void as well if all content we need is not provided in the requested time during the development process.

If, after 6 months of the initial project start date, the client has not responded with the necessary feedback or additional content needed to complete project (even if paid in full), Spruce Web Design LLC reserves the right to increase the project total cost (to align with our updated rates) with an revised quote that must be agreed upon by both parties in order to finish project.

If, after 1 year of the initial project start date, the client has not responded with the necessary feedback or additional content needed to complete project (even if paid in full), Spruce Web Design LLC reserves the right to either increase the project total cost (to align with our updated rates) with an revised quote that must be agreed upon by both parties in order to finish project or decline to work with client and project completely.

Phase III - Project Launch & Support

Launching the Website

Spruce Web Design LLC strives to keep downtime to a minimum when launching a website and or moving from another host. Please allow for up to 24-48 hours of propagation time for a new site going live, depending on where the hosting server is located. If, at that time, the old site still appears, try refreshing your browser.

Backups

Spruce Web Design LLC maintains internal backups of active project code and design files. Once the website is complete, a full backup of the site files and database will be stored locally as well as all graphic design and code files. Spruce Web Design LLC does not keep monthly backups stored unless agreed upon with the website security/maintenance plan.

Website Security (for WordPress sites)

Spruce Web Design LLC makes every effort to provide the most secure website; however, due to the nature of rapidly advancing technology, Spruce Web Design LLC can in no way guarantee that the site will not be subject to security breaches. Spruce Web Design LLC recommends the use of strong passwords and the observance of standard security practices.

Spruce Web Design LLC offers basic and advanced levels of security via our [website security/maintenance plan](#)

Upon completion of the website, this plan is put in place to keep your website secured, protected, maintained, backed up, and reported. There is no obligation to purchase this plan, but it is highly recommended. Should your site be compromised while on our monthly plan, we will restore your most recent backup and change login credentials for safety and security purposes.

Website Maintenance & Updates (for WordPress sites)

If you choose not to elect Spruce Web Design LLC to manage your website with the plan above, it is highly recommended that you or a member of your staff update Wordpress, themes and plugins monthly. This is the best way to deter potential website hacks and breaches through outdated plugins. It is recommended not to let a plugin sit outdated more than 4 weeks. In this case, Spruce Web Design LLC can provide user access to the website either agreed upon in the proposal or separately under our hourly rate options.

If you choose to forego our care plan, you the client agree to and assume the responsibility for:

- Website hosting via a trusted, secure and reliable website host
- Being the point of contact for any/all hosting related website issues or questions
- Updating the website plugins, theme and WordPress weekly
- Setting up website restore points and external backups
- Website monitoring and security
- Hiring and dealing with malware removal company in the event of a website hack or breach
- Optimizing website database, media, files and post revisions
- Tracking website traffic via Google Analytics or other analytics platform
- Foregoing our discounted hourly rate for additional or ongoing website work
- Managing all website SSL certificates and security warnings
- Creating and keeping the website privacy policy up-to-date manually or paying for Termageddon

Warranty

Spruce Web Design LLC will provide patches and bug fixes for any issues included in the scope of this contract reported within the grace period of no more than 30 days following the date of project completion as defined by the date the client signs off on the deliverables. All maintenance and updates outside of the project scope or after the grace period can be attended to at our hourly rate.

Hourly projects are NOT subject to warranty. Design and the placement, editing and arrangement of editorial content are NOT subject to warranty. Should further support be necessary, a support contract may be negotiated.

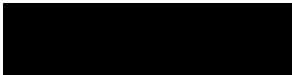
Credit

Spruce Web Design LLC retains the right to use the clients within its roster of clients. A link to the client website will be placed on the Spruce Web

Design LLC website as part of its business portfolio and all client emails may be added to our newsletter.

Testimonials

If a testimonial is given, via online platform or by email, Spruce Web Design LLC retains the right to use that testimonial and headshot on its website as well as publishing to newsletters, social media, etc. Spruce Web Design LLC loves and appreciates every honest review given!



4/9/2025, 1:43 PM

Liz Ward
Spruce Web Design LLC
Owner

Julie Maxfield
Green Coast Market
Owner

Sign
↓

Building Community and Tourism Through Jiu Jitsu

Rockaway Beach Marketing Grant FY24-25

Jiu Jitsu 101 Oregon Coast

Randall Colburn
212 US-HWY 101
Rockaway Beach, OR 97136

O: 503-332-1274

Randall Colburn

jiujitsu101oregoncoast@gmail.com
O: 503-332-1274

Rockaway Beach. All projects must be completed by March 31, 2026. A mid-year/6-month report of progress is required. **Grant funds will be dispersed on a reimbursement basis only.**

Please read the application thoroughly. If you have questions, contact nan@tillamookcoast.com TCVA is facilitating the grant process.

GRANT REVIEW PROCESS

TCVA will provide guidance on applications. Please don't wait until last minute to ask for assistance! We want to help you submit a strong application. Each application received will first be reviewed by the TCVA executive director for eligibility and completeness. "Complete" is defined by all information filled in. If the application is incomplete or not received by the deadline, it will not be submitted to the city of Rockaway Beach for review.

You will receive a confirmation of receipt within 48 hours of application upload to the grant system. If you do not receive a confirmation email, please contact Nan Devlin at nan@tillamookcoast.com

Once reviewed by the city, applications will be submitted to the city council for approval in May 2025.

FUNDING PROCESS

Once a grant is awarded and contract is signed, grantees can start marketing projects. **Grant funds will be disbursed on a reimbursement basis once invoices are submitted, toward a draw-down on the grant award amount.** Reimbursements will be issued within two weeks of receipt via a bill pay check.

Projects must be completed by March 31, 2026. A mid-year/6-month report of progress is required.

Please note: All marketing materials, printed or digital, must include the visitrockawaybeach.org QR code, which will be provided to you.

WHO IS ELIGIBLE

Tourism-related businesses and nonprofits within the City of Rockaway Beach are urged to apply. This includes retail stores, restaurants, lodging, outdoor recreation businesses, food producers (such as farmers or fishers), and nonprofits that conduct tourism-related programs.

By state law, the lodging tax the city is using to fund this grant can only be used for tourism-related businesses and organizations, and proposed projects must be focused on reaching visitors, defined by state law as those traveling 50 miles or more for leisure or business. **As an example, a paid advertisement placed in a local newspaper is not eligible for lodging tax grant funds.**

Funds will be dispersed on a reimbursement basis only.

WHO IS NOT ELIGIBLE

Short-term rental businesses or agencies
Marijuana stores

ELIGIBLE PROJECTS

This is not a complete list, but marketing can include several of the following elements. **Please note: Grant funds cannot be used for business operations or to pay for full- or part-time employees.** It is acceptable to use funds for contractors with special skills, such as videography, photography, graphic designers, website developers, etc.

Branding

Branding is the marketing practice of actively shaping a distinctive brand. The Brand is the perception of the company in the eyes of the world.

- Brand Design: Typography, color palette, fonts
- Brand Identity: Logo, website, product packaging, business card design, email template design
- Brand Style Guide
- Story theme creation

Website Development

A good website reflects the business brand, offers high-quality content and is easy to navigate. It's also key to online sales and a digital marketing strategy. (Grant does not cover costs of ongoing website maintenance, hosting or URL purchases.)

- Complete overhaul
- Add landing pages
- Implement a reservation system
- Incorporate online menus and ordering
- Online retail platform
- Custom videos or photography

Content Development and Marketing

Content marketing focuses on storytelling and customer engagement. Ultimately it drives a loyal and profitable customer to action.

- Videos (Facebook Live, YouTube channel)
- Educational articles; E-books
- Blogs
- E-newsletter development and subscriber campaign
- Social media engagement
- Brochures

Paid Advertising

Please note: local advertising is not eligible for this lodging tax grant - ads must be targeted at visitors at least 50 miles away (ORS rules).

- Production - graphic design
- Sponsored content, online or print
- Banner ads
- Pay-per-click, Adwords

- Social media ads and contests
- Radio, TV, billboards, print, direct mail

Other

- Marketing of an event
- Media tour

SELECTION CRITERIA

Eligible projects will be rated and ranked based on the following criteria. Note: additional relevant factors beyond the score may be worthy of consideration.

Project supports sustainable tourism (10 points) This includes how the project integrates with local communities, creating lasting year-round value, and how the applicant intends to sustain marketing efforts.

Goals are realistic and objectives are well considered (10 points)

This score measures how well the project will achieve the intended goals, and takes into account unintended consequences.

Budget is well documented and realistic (10 points)

Get estimates from vendors - do not guess or ask for the full \$5000 without getting a realistic estimate.

Project or event is new and/or has shown ability to sustain in subsequent years (10 points)

This score seeks to understand if the project offers a good return on investment of the lodging tax and public funds. This includes an assessment of the ability to leverage other resources, size of impact for the community (such as overnight stays), and financial sustainability plan.

Project focuses on programming between October 1 through end of May (10 points)

While summer events will be considered, it is preferable that events take place in shoulder- and off-season months.

Organization Type*

For-profit business

Business, Nonprofit or Agency Name*

Jiu Jitsu 101 Oregon Coast

Contact Name and Title*

Randall Colburn

Email Address*

jiujitsu101oregoncoast@gmail.com

Physical Address (and mailing address if different)*

212 US-HWY 101 Rockaway Beach

Employer Identification Number (EIN)*

[REDACTED]

Company Principals and Percent (%) of Ownership*

100%

Project Title*

Building Community and Tourism Through Jiu Jitsu

Grant Amount Request - Cannot exceed \$3,000*

\$3,000.00

Total Project Cost*

This number may be different than the grant request.

\$5,000.00

Project Overview*

Provide a complete overview and description of the project's intended function.

Jiu Jitsu 101 Oregon Coast offers martial arts for Rockaway Beach and surrounding communities. It is quickly becoming a pillar of the local community, and it has the potential to become much more. Being located in a tourism destination, we receive a overwhelming number of short-term drop-ins, and often host out of town martial artists who make it a point to travel to train with different students and styles.

To supplement our growing programs, we will market specifically to out of town visitors, highlighting opportunities for weekend martial arts and wellness retreats to visitors (ie: men's groups looking for an activity to add to a men's retreat, or as a coastal vacation for existing martial arts practitioners who want to continue their practice while they are away from home), women's self-defense seminars, and corporate retreat activities.

The implementation will include a website audit, the creation of new marketing copy to highlight these opportunities, obtaining updated photos and video of our recently renovated facility, and ongoing marketing campaign/ advertising management over the course of one year, contracting with Sandstone Stories/ Lynnee Jacks (see attached proposal/ quote).

Our recent hosting of a men's retreat group received outstanding feedback for the quality of instruction, the inviting facility, and the opportunity to practice martial arts while on vacation. This response highlights the demand for such offerings and the value they bring to Oregon Coast tourism.

Since they are indoors, these our classes operate throughout the off-season and align with the wellness-focused tourism industry along the Oregon Coast. As the program grows, there is opportunity to combine it with other health and wellness programming (ie: sauna, spa services, surfing retreats) and more to create a fully-immersive coastal wellness experience.

For this initial project launch, we will pilot one year of Jiu Jitsu weekend retreats aimed at visitors. By attracting visitor spending from outside the local economy, we can reinvest in our programs—purchasing upgraded equipment, expanding opportunities for our local kids' classes, and sustaining our free community women's self-defense program. Over time, we will look for connections and collaborations to expand the program into a more holistic approach to health and wellness, bringing in other local businesses for a collaborative approach.

By bridging wellness tourism with community enrichment, we are creating a sustainable model for growth. These efforts will not only strengthen our local programming but also create opportunities for locals to connect with and benefit from the region's expanding tourism economy.

Who is the target audience for this project (be specific)?*

This program will target visitors coming from urban areas such as Portland, Seattle, and Salem for coastal getaways. Dedicated martial arts practitioners often seek out gyms when they travel and are willing to pay private lesson fees in order to get in their training time. There is also a great opportunity to capitalize on men's retreats or women's weekends, bachelor/ bachelorette parties, corporate teams, families, etc to bring in larger groups looking for a unique bonding experience. In order to get the best return on investment for our marketing dollars, we will hire a consultant to help us strategize the best target market and demographics within this audience.

How does this project support off-season tourism?*

Through this initiative, Jiu Jitsu 101 Oregon Coast seeks to build a bridge between tourism and community development that promotes health and wellness, ultimately enriching the lives of our residents.

Training martial arts is an (environmentally) low-impact activity that captures visitors that are already coming to the coast, giving them an alternative activity on bad-weather days. or an addition to their coastal vacation. It also offers the opportunity to encourage visitors to engage with other local businesses, fostering a connection between tourists and Rockaway Beach's community. As the retreats grow, we can partner with hotels and restaurants to create all-inclusive weekends.

What are the anticipated challenges in completing this project or holding this event?*

As any new business, we face usual growing pain like managing heavy traffic and slow traffic days. Some days classes are at or nearly capacity, while others are on the smaller side. We believe we are nearly past this initial growing pain stage though, seeing steady growth over the past six months.

Specific challenges will relate to designing and communicating the options for corporate retreats and the like, but we will work with a contractor to create this strategy, design, and campaign management, (Sandstone Stories/ Lynnee Jacks) who we have worked with in the past and knows the business well.

If the project or event is successful, how will you support it in the future?*

Halfway through the campaign year, we will reinvest profits into marketing to sustain and grow our outreach efforts, and to improve the facilities and programming for our local students. As a new gym in a rural town, we charge a low fee to make sure these activities stay accessible in a low-income area. The business exists primarily as a service for the local community to ensure that people can learn vital self-defense skills, feel empowered, and stay fit. Marketing to visitors ultimately supports these goals, and goes directly back into the well-being of our community. If we are able to offset our costs with tourism dollars, we will be able to continue growing our local program in a slow and sustainable way.

Additionally, we plan to collaborate with local businesses (hotels, restaurants, and activity providers) to create bundled packages, further increasing visibility and profitability over time.

Upload Supporting Documents

Upload photos, estimates, and other supporting documents.

Jiu Jitsu 101 Oregon Coast + Sandstone Stories Proposal.pdf

Upload Supporting Documents

Upload photos, estimates, and other supporting documents.

Upload Supporting Documents

Upload photos, estimates, and other supporting documents.

If you have more than 3 documents, please email them to nan@tillamookcoast.com

Note: It is preferable to merge several documents into one scanned item and upload it as one file.

Project Budget - Income*

List the resources which you will use to pay for your projects here. Those resources will have the same total as the expenses you will report on the following table.

Note: Matching amounts are NOT required, but if your project exceeds the grant limits, use this section to add any additional funding sources you will use.

Income/Resource Description	Cash (grant funds)	Matching funds (if project is more than \$3000)
-----------------------------	--------------------	---

Grant request: website work (see attached proposal)	\$1,000.00	
Grant request: marketing consultation (see attached proposal)	\$2,000.00	\$1,000.00
Grant request: metro area ad-buys (see attached proposal)		\$1,000.00
0	3000	2000

Project Budget - Expenses*

Matching amounts are NOT required, but if your project exceeds the grant limits, use this section to add additional funding sources.

The expenses on this table should equal the amount you listed in the resources table above.

Description of Expense	Grant fund amount used for this expense	Matching funds if needed
Website work (see attached proposal)	\$1,000.00	
Marketing consultation (see attached proposal)	\$2,000.00	\$1,000.00
Metro area ad-buys (see attached proposal)		\$1,000.00
	3000	2000

PROJECT WORK PLAN

Goal #1*

Website Audit and Update

Budget to Complete Goal #1*

*Verify that 'Budget to Complete Goals' total matches 'Budget Totals'

\$1,000.00

Goal #1: Work Plan*

Please number your answers as below:

1. Key action steps
2. Timeline to complete each step
3. Expected outcome for each step
4. Evaluation method for each step

Timeline: May-June 2025

Key steps:

- Contractor will perform a website audit, identifying areas that can be improved and updated for better communication to tourists. Will develop 1-2 brand new pages advertising retreats, etc.
- Contractor will update website with new photos and video highlighting the updated facility
- Contractor will outline a year-long marketing/ advertising strategy

Expected Outcome: Develop the needed infrastructure and a strong marketing campaign ready to launch within three months of grant funds being dispersed.

Evaluation Method: Success of the collateral and strategy will be determined in phase two when we monitor retreat registrations, digital marketing performance, and visitor feedback, and adjust campaigns as needed. Event success will be based on retreat attendance, engagement rates, and feedback surveys.

Goal #2*

One-Year Marketing Campaign to Tourists

Budget to complete Goal #2*

*Verify that 'Budget to Complete Goals' total matches 'Budget Totals'

\$4,000.00

Goal #2 Work Plan*

Please number your answers as below:

1. Key action steps
2. Timeline to complete each step
3. Expected outcome for each step
4. Evaluation method for each step

Timeline: Ongoing, June-March 2025

Key steps: Contractor will be on retainer for the year, working to:

- Manage ads in the metro area (writing, design, and implementation, managing a budget of \$1,000 for the year's ad spend).
- Send E-Newsletters
- Manage social media accounts
- Additional photo/ video and graphic design as needed

Expected Outcome: Once ads are live, we aim to start with two group retreats per month, and aim to see an average weekly tourist drop in rate of 3-5 students, leading to an additional ~\$3,000 per month in profit. Moreover, we aim to increase general awareness of the business, so these numbers grow steadily over the coming years.

Evaluation Method: Monitor retreat registrations, digital marketing performance, and visitor feedback. Adjust campaigns as needed. Measure success based on retreat attendance, engagement rates, and feedback surveys.

Goal #3

Long-term sustainability through reinvestment in community programs

Budget to complete Goal #3

*Verify that 'Budget to Complete Goals' total matches 'Budget Totals'

\$0.00

Gola #3 Work Plan

Please number your answers as below:

1. Key action steps
2. Timeline to complete each step
3. Expected outcome for each step
4. Evaluation method for each step

Timeline: March 2026 onward

Key steps: We aim to use the additional income resulting from these campaigns to help fund/ offset operational costs of local community programs (Free women's self-defense classes), reinvest revenue into purchasing better equipment for the gym and retreat programs.

In the future, we hope to host special events that bring in large groups from other gyms, and mini-retreats for local participants to introduce them to the wellness benefits of martial arts.

Expected Outcome: Establish a model where the retreat program is self-sustaining, contributing to the long-term financial health of the business The long-term goal is to secure enough profit to fund the entire women's self-defense seminar program (seven seminars per year valued at \$2,000 each, totaling \$16,000).

Evaluation Method: Monitor retreat revenue and expenditures, track the number of new local program participants, and ensure that equipment upgrades are effectively meeting the needs of both local and retreat attendees.

AUTHORIZATION & CERTIFICATION

Authorization & Certification Verification*

Confirm the following authorization and certifications that apply.

Please type your name here to confirm that you have reviewed the answers to the questions above for accuracy purposes.

Randall Colburn

I am an eligible applicant and submitted an eligible project.*

Refer to the grant information above for details.

Type your full name to e-sign.

Randall Colburn

My project fits within eliglbe use of tourism funds

Applicants will be required to provide information to TCVA to support accountability for use of the funds in compliance with the application requirements for Transient Lodging Taxes as outlined in ORS 320.300.

Type your full name to e-sign

Randall Colburn

I agree to enter into a contract with TCVA upon grant approval

TCVA reserves the right to include such additional special conditions or requirements in each contract, as it might deem necessary or desirable to protect the public investment of tax dollars in the project. Furthermore, I agree to provide progress and completion reports as outlined in the grant award letter and grant contract. Failure to properly prove use of funds will result in disqualification of reimbursement and subject to repayment of disbursed funds.

Type your full name to e-sign

Randall Colburn

I agree to provide a W-9 Request for Taxpayer Identification Number and Certification

I will provide IRS form W-9 to certify that the Federal Employer Identification Number and business type provided in the above application is accurate and the organization is not subject to back-up withholding.

Type your full name to e-sign

Randall Colburn

I agree to provide project management oversight to ensure operation and maintenance of the project

Applicant activities must be well-documented and completed according to the grant contract timelines and as outlined in the grant application. TCVA's sole responsibility will be to process draw down requests and ensure Grantee's compliance with the grant contract.

Type your full name to e-sign

Randall Colburn

I agree to comply with applicable fed, state, and local public contracting rules and regulations.

Type your full name to e-sign

Randall Colburn

I give TCVA permission to use my project for public info, promotional, and educational purposes.

Applicants understand that the information supplied throughout the course of the project will be used by TCVA to promote success stories and project deliverables. Information may be released to the media, social media channels, governmental legislative bodies or used in promotional materials intended for public release.

Randall Colburn

My company has an anti-discrimination policy

The policy states that my company does not discriminate with respect to race, color, creed, sex, age, national origin, disability, religion or sexual orientation and comply with affirmative action programs and all applicable federal, state or local laws.

Type your full name to e-sign

Randall Colburn

I agree to provide necessary insurance coverage

Applicants are required to provide insurance coverage in an amount determined by the TCVA to be sufficient.

Type your full name to e-sign

Randall Colburn

I agree to hold the City of Rockaway Beach and TCVA Harmless.

I agree to hold the City of Rockaway Beach and TCVA harmless for any liens, claims, damages or other liabilities related to the project, and to indemnify and defend the County from any claims, costs, damages or expenses of any kind, including attorney's fees and other costs and expenses of litigation, arising out of the project.

Type your full name to e-sign

Randall Colburn

Authorization

I certify to the best of my knowledge that all information, contained in this application, including all attachments and certifications, is valid and accurate. I further certify that the application has been reviewed and approved by the authorized owner(s), managers with appropriately delegated authority and/or in accordance with the organization's articles of incorporation or organization.

Type your full name to e-sign

Randall Colburn

File Attachment Summary

Applicant File Uploads

- Jiu Jitsu 101 Oregon Coast + Sandstone Stories Proposal.pdf

**Jiu Jitsu 101 Oregon Coast & Lynnee Jacks [Sandstone Stories]
Consultation Proposal & Pricing**

Date: April 11, 2024

Scope of Project

Lynnee Jacks (contractor) will provide Jiu Jitsu 101 Oregon Coast (client) with branding consultation, graphic design, marketing copy, and additional services as discussed on an as-needed basis.

The goal of this working relationship is to: Equip Jiu Jitsu 101 with a unique brand identity and voice that connects with the North Coast community, as well as markets to a broader tourism audience, welcoming them to Rockaway Beach for martial arts training as part of a travel retreat.

Why Sandstone Stories? Through all my work, I aim to inspire others to find and create communities that nourish and sustain. I have a deep connection with the North Coast community, and an intentional, intuitive storytelling process will bring depth and texture to your brand's story, embedding it within this coastal narrative and preparing it for its next stage of growth.

How we will accomplish this work: My process begins with getting to know the client on a deeper level. An in-depth interview will give me a template to understand your story –where you've been and where you are going. From there, I develop a written and visual identity that will serve as the foundation for how you brand, market, write about, and even talk about your company.

Service estimates are broken down below, based on a general service rate for primary projects, and a general consultation rate of \$80 per hour for additional work.

Cost Breakdown Overview:

Phase 1

- **Website Audit + Implementation of new copywriting and page designs: \$1,000**
 - What it includes:
 - Story drafting/ advertising strategy for out of town visitors.
 - Will work with client to develop a sales pitch/ 'hook,' as well as a year long advertising campaign strategy to attract visitors.
 - Will translate these messages into beautiful, streamlined web pages that clearly communicate the unique offering of the business.

- Delivery of a suite of new photographs and videos showcasing the newly renovated interior of the martial arts school.

Phase 3

- Marketing consulting to implement campaign over one year: \$3,000
 - What it includes:
 - E-newsletters
 - Photography/ videography
 - Social media management + direction
 - Graphic design, draft
 - Drafting + publishing of ads ongoing for the campaign duration

Additional budget considerations:

- Estimated 1 year ad spend to boost ads in Portland metro area: \$1,000
-

Legal

Changes and Revisions

The price at the beginning of this contract is based on the time investment I estimate is needed to accomplish everything we have discussed, but I'm happy to be flexible. If you want to change our arrangement or add anything new, I'll provide a separate estimate for that.

Payment

Invoices submitted to the client will include line item charges and will be charged in USD via Venmo, Paypal or check and are due within 30 days of receipt.

Legal

I can't guarantee that my work will be completely error-free and so I can't be liable to you or any third-party for damages, including lost profits, lost savings or other incidental, consequential or special damages, even if you've advised me of them. If any provision of this contract shall be unlawful, void, or for any reason unenforceable, then that provision shall be deemed severable from this contract and shall not affect the validity and enforceability of any remaining provisions.

Copyright

Client will own the copyright for all material created under this agreement, and contractor can showcase sample works from this project as portfolio pieces only with consent and approval from client.

Termination

This agreement may be terminated with 15 days written notice by either party.

Client agrees to terms and policies specified above:

Accepted by the Contractor:

Signature: _____

Name: _____

Date: _____

Waves of Culture: Taking Rockaway's Arts Scene Beyond the Shore

Rockaway Beach Marketing Grant FY24-25

Neah-Kah-Nie Coast Arts Music and Cultural Foundation

Cosmo Jones

Rockaway Beach, OR 97136

Cosmo Jones

Grantees will agree to publicity and case studies developed by Tillamook Coast Visitors Association and City of Rockaway Beach. All projects must be completed by March 31, 2026. A mid-year/6-month report of progress is required. **Grant funds will be dispersed on a reimbursement basis only.**

Please read the application thoroughly. If you have questions, contact nan@tillamookcoast.com TCVA is facilitating the grant process.

GRANT REVIEW PROCESS

TCVA will provide guidance on applications. Please don't wait until last minute to ask for assistance! We want to help you submit a strong application. Each application received will first be reviewed by the TCVA executive director for eligibility and completeness. "Complete" is defined by all information filled in. If the application is incomplete or not received by the deadline, it will not be submitted to the city of Rockaway Beach for review.

You will receive a confirmation of receipt within 48 hours of application upload to the grant system. If you do not receive a confirmation email, please contact Nan Devlin at nan@tillamookcoast.com

Once reviewed by the city, applications will be submitted to the city council for approval in May 2025.

FUNDING PROCESS

Once a grant is awarded and contract is signed, grantees can start marketing projects. **Grant funds will be disbursed on a reimbursement basis once invoices are submitted, toward a draw-down on the grant award amount.** Reimbursements will be issued within two weeks of receipt via a bill pay check.

Projects must be completed by March 31, 2026. A mid-year/6-month report of progress is required.

Please note: All marketing materials, printed or digital, must include the visitrockawaybeach.org QR code, which will be provided to you.

WHO IS ELIGIBLE

Tourism-related businesses and nonprofits within the City of Rockaway Beach are urged to apply. This includes retail stores, restaurants, lodging, outdoor recreation businesses, food producers (such as farmers or fishers), and nonprofits that conduct tourism-related programs.

By state law, the lodging tax the city is using to fund this grant can only be used for tourism-related businesses and organizations, and proposed projects must be focused on reaching visitors, defined by state law as those traveling 50 miles or more for leisure or business. **As an example, a paid advertisement placed in a local newspaper is not eligible for lodging tax grant funds.**

Funds will be dispersed on a reimbursement basis only.

WHO IS NOT ELIGIBLE

Short-term rental businesses or agencies
Marijuana stores

ELIGIBLE PROJECTS

This is not a complete list, but marketing can include several of the following elements. **Please note: Grant funds cannot be used for business operations or to pay for full- or part-time employees.** It is acceptable to use funds for contractors with special skills, such as videography, photography, graphic designers, website developers, etc.

Branding

Branding is the marketing practice of actively shaping a distinctive brand. The Brand is the perception of the company in the eyes of the world.

- Brand Design: Typography, color palette, fonts
- Brand Identity: Logo, website, product packaging, business card design, email template design
- Brand Style Guide
- Story theme creation

Website Development

A good website reflects the business brand, offers high-quality content and is easy to navigate. It's also key to online sales and a digital marketing strategy. (Grant does not cover costs of ongoing website maintenance, hosting or URL purchases.)

- Complete overhaul
- Add landing pages
- Implement a reservation system
- Incorporate online menus and ordering
- Online retail platform
- Custom videos or photography

Content Development and Marketing

Content marketing focuses on storytelling and customer engagement. Ultimately it drives a loyal and profitable customer to action.

- Videos (Facebook Live, YouTube channel)
- Educational articles; E-books
- Blogs
- E-newsletter development and subscriber campaign
- Social media engagement
- Brochures

Paid Advertising

Please note: local advertising is not eligible for this lodging tax grant - ads must be targeted at visitors at least 50 miles away (ORS rules).

- Production - graphic design
- Sponsored content, online or print
- Banner ads
- Pay-per-click, Adwords

- Social media ads and contests
- Radio, TV, billboards, print, direct mail

Other

- Marketing of an event
- Media tour

SELECTION CRITERIA

Eligible projects will be rated and ranked based on the following criteria. Note: additional relevant factors beyond the score may be worthy of consideration.

Project supports sustainable tourism (10 points) This includes how the project integrates with local communities, creating lasting year-round value, and how the applicant intends to sustain marketing efforts.

Goals are realistic and objectives are well considered (10 points)

This score measures how well the project will achieve the intended goals, and takes into account unintended consequences.

Budget is well documented and realistic (10 points)

Get estimates from vendors - do not guess or ask for the full \$5000 without getting a realistic estimate.

Project or event is new and/or has shown ability to sustain in subsequent years (10 points)

This score seeks to understand if the project offers a good return on investment of the lodging tax and public funds. This includes an assessment of the ability to leverage other resources, size of impact for the community (such as overnight stays), and financial sustainability plan.

Project focuses on programming between October 1 through end of May (10 points)

While summer events will be considered, it is preferable that events take place in shoulder- and off-season months.

Organization Type*

501(c)(3)

Business, Nonprofit or Agency Name*

Neah-Kah-Nie Coast Arts Music & Cultural Foundation

Contact Name and Title*

Cosmo Jones, Board Director, NCAM

Email Address*

[REDACTED]

Physical Address (and mailing address if different)*

PO Box 332

Employer Identification Number (EIN)*

[REDACTED]

Company Principals and Percent (%) of Ownership*

Don Backman, President

Project Title*

Waves of Culture: Taking Rockaway's Arts Scene Beyond the Shore

Grant Amount Request - Cannot exceed \$3,000*

\$3,000.00

Total Project Cost*

This number may be different than the grant request.

\$3,000.00

Project Overview*

Provide a complete overview and description of the project's intended function.

The Neah-Kah-Nie Coast Art Music and Cultural Foundation (NCAM) seeks funding to implement a targeted, inclusive marketing campaign that significantly boosts the visibility of our two flagship programs—the Rockaway Writers' Rendezvous (RWR) and the Rockaway Beach Music Festival. These annual events not only provide rich cultural experiences but also act as powerful economic drivers, attracting visitors and fostering a dynamic, interconnected community.

The 4th Annual RWR (April 2026) will be the primary focus of this grant-funded promotion, supported by additional marketing for the 2nd Annual Rockaway Beach Music Festival (August 2025). While the music festival falls in peak season, strategic marketing will help draw visitors from 50+ miles away, increase overnight stays, and extend our reach beyond the North Coast.

As our programming matures and audience demand grows, we are ready to scale up our outreach using professional tools to access regional markets—particularly urban centers like Portland, Eugene, Bend, and Vancouver, WA. NCAM already has a strong track record of grassroots marketing through print and social

media, and we've begun attracting higher-profile artists, authors, and musicians. Now, we're poised to build on this momentum.

The marketing plan includes three core strategies:

1. **TARGETED DIGITAL VIDEO CAMPAIGNS:** High-quality video content highlighting NCAM events and Rockaway Beach's cultural appeal, distributed via streaming platforms with strong regional reach.
2. **PRINT/ONLINE ADVERTISING IN TOURISM MEDIA:** Ads placed in Oregon Coast travel guides and cultural publications aimed at people actively planning getaways.
3. **STRATEGIC SOCIAL MEDIA ADVERTISING:** Paid campaigns on Facebook and Instagram targeting users with interests in arts, culture, and travel, with direct links to ticketing and event information.

A key objective of this campaign is to expand the geographic and demographic diversity of our audience. In a small rural town like Rockaway Beach, inclusivity requires inviting new people to visit—not just reflecting local demographics. Our outreach will intentionally use inclusive imagery and messaging to ensure all visitors feel welcomed and represented.

This comprehensive marketing initiative will increase tourism, deepen community engagement, and support NCAM's long-term goal of building a resilient, arts-centered local economy.

Who is the target audience for this project (be specific)?*

The primary target audience for this project is cultural travelers journeying 50 miles or more—people who seek enriching experiences on the Oregon Coast. These are individuals, families, and groups of friends drawn to the arts, small-town charm, and memorable getaways rooted in creativity, music, and local flavor.

NCAM's events have already demonstrated wide appeal beyond Tillamook County. RWR has welcomed participants from five neighboring states, including attendees from Idaho and Northern California, as well as from cities throughout Oregon and Washington. The Music Festival has brought in musicians and audiences from Portland and other urban hubs, helping to position Rockaway Beach as an emerging cultural destination.

These visitors support the local economy through spending on lodging, dining, shopping, and other services. Many return for future events or recommend Rockaway to others, enhancing long-term tourism potential.

This marketing campaign will use a multi-platform approach to reach that audience: digital video ads, targeted online advertising, curated social media campaigns, and select print placements via tourism and cultural publications. Materials will reflect inclusive messaging and diverse imagery to resonate with a wide range of potential visitors.

The goal is to expand participation, increase overnight stays, and solidify Rockaway Beach's identity as a vibrant and accessible arts destination for all.

How does this project support off-season tourism?*

This project directly supports off-season tourism by promoting one major event that takes place during the shoulder season and leveraging another that occurs in peak season to drive future off-season visitation.

The Rockaway Writers' Rendezvous, held annually in late April, is timed intentionally to boost visitation during a quieter part of the year. This multi-day literary and arts gathering draws visitors from well beyond the local area—including Portland, Washington, Idaho, and Northern California—many of whom stay in local lodging and dine at area restaurants. With expanded marketing, we aim to increase participation from out-of-town visitors seeking unique cultural experiences during the spring.

While the Music Festival takes place in August, it serves as a strategic introduction to Rockaway Beach's natural beauty, artistic vibrancy, and welcoming atmosphere. By providing a memorable, high-quality experience, we increase the likelihood that attendees will return in slower months to explore more of what our community offers.

Through digital video, social media, print media, and community outreach, this campaign positions Rockaway Beach as a year-round destination for culture and connection. Increased off-season visitation supports local lodging, dining, retail, and services—helping to smooth the seasonality of tourism and contribute to sustainable, year-round economic vitality.

NCAM's proven ability to draw new audiences, combined with the town's capacity to host up to 20,000 visitors during major events, ensures this project aligns with the grant's priorities for programming between October 1 and May 31.

What are the anticipated challenges in completing this project or holding this event?*

While NCAM has a strong track record producing well-attended, high-quality events, expanding our reach to new audiences outside the area presents a few key challenges:

1. Identifying and reaching the right audience:

Targeting visitors from 50+ miles away requires research and strategy to ensure we're reaching people inclined to travel for arts events. Choosing the most effective mix of media—digital, print, tourism outlets—will be essential to maximize limited resources.

2. Creating compelling content on a modest budget:

Standing out in today's saturated media landscape means developing high-quality, engaging content. Our materials must reflect Rockaway Beach's unique charm and the caliber of our programming. Budget constraints will require careful planning and in-kind support. NCAM is fortunate to have on its board and among its many volunteers career professionals with the skills and experience to create and produce quality, engaging content.

3. Coordinating a multi-channel campaign:

Managing digital video, print, social media, and local engagement requires alignment and timing—especially for a small nonprofit run largely by volunteers. Efficient coordination is key to ensure efforts remain on track and support the events themselves.

4. Tracking and optimizing outreach:

As we explore new channels and markets, measuring effectiveness will be critical. We'll need to monitor response, adjust tactics, and gather feedback to refine future campaigns—all while staying within budget.

Despite these challenges, NCAM is deeply committed and has repeatedly demonstrated the ability to produce high-impact events with limited resources. This grant offers an opportunity to expand that impact and lay the foundation for long-term tourism growth.

If the project or event is successful, how will you support it in the future?*

If the project is successful, NCAM will build on that momentum to ensure continued growth and sustainability.

We will continue to fundraise through individual donations, local sponsorships, and creative benefit events that reflect our mission. Additional grant applications will be pursued to support marketing, program expansion, and general operations.

Our strong community partnerships—with local businesses, civic organizations, and arts nonprofits—will remain vital to expanding our visibility and outreach. These collaborations help us share resources, promote inclusivity, and keep our programming responsive to both local needs and visitor appeal.

Volunteer engagement is another cornerstone. Our events are powered by dedicated locals—youth and adults alike—who offer their time, talent, and energy. This culture of community participation adds authenticity and makes every dollar go farther.

In this first year as a nonprofit, NCAM is already establishing a strong track record: we've received awards from seven of the eight grants we applied for. While most awards were smaller than requested, this initial success builds credibility and familiarity with funders. We believe our ability to deliver impactful programming on a shoestring budget will lead to greater investment in future cycles, as funders see how far their support can go.

Ultimately, NCAM's ability to do a lot with a little—producing high-quality, well-attended arts events with limited funding—demonstrates both our resourcefulness and potential. With strategic investment now, NCAM is poised to sustain and scale its impact for years to come.

Upload Supporting Documents

Upload photos, estimates, and other supporting documents.

NCAM RB Mktg Grant Supporting Materials.pdf

Upload Supporting Documents

Upload photos, estimates, and other supporting documents.

Upload Supporting Documents

Upload photos, estimates, and other supporting documents.

If you have more than 3 documents, please email them to nan@tillamookcoast.com

Note: It is preferable to merge several documents into one scanned item and upload it as one file.

Project Budget - Income*

List the resources which you will use to pay for your projects here. Those resources will have the same total as the expenses you will report on the following table.

Note: Matching amounts are NOT required, but if your project exceeds the grant limits, use this section to add any additional funding sources you will use.

Income/Resource Description	Cash (grant funds)	Matching funds (if project is more than \$3000)
Rockaway Beach Marketing Grant 2025	\$3,000.00	\$0.00
0	3000	0

Project Budget - Expenses*

Matching amounts are NOT required, but if your project exceeds the grant limits, use this section to add additional funding sources.

The expenses on this table should equal the amount you listed in the resources table above.

Description of Expense	Grant fund amount used for this expense	Matching funds if needed
Streaming video advertising, Disney Campaign Manager (Hulu/Disney+). For both events.	\$1,000.00	\$0.00
Travel Planning Web Ads, TravelOregon.com. For both events.	\$910.00	
Tourism Web Ads, OR Coast Visitors Assoc.com (\$235) & E-Newsletter, OR Coast. (\$170) For RWR only.	\$405.00	
Print+Digital Travel Guide, Mile-by-Mile Guide to the Oregon Coast. Music Festival only.	\$495.00	

Social Media Ads, Facebook/Instagram	\$190.00	
	3000	0

PROJECT WORK PLAN

Goal #1*

Design, produce digital and print video and ads to be used in this strategic marketing campaign

Budget to Complete Goal #1*

*Verify that 'Budget to Complete Goals' total matches 'Budget Totals'

\$190.00

Goal #1: Work Plan*

Please number your answers as below:

1. Key action steps
2. Timeline to complete each step
3. Expected outcome for each step
4. Evaluation method for each step

1. Design and produce the promo digital/print media ads for Music Festival (August 2025) and RWR (April 2026). This step will be done in-house by career professionals on NCAM board or volunteers with the skills to accomplish this. In-kind work; if supplementary skill sets required, will be paid by other fund sources.

However, \$190 will be used for social media advertising (Facebook/Instagram) targeted posts to reach 50+ mile markets and promote inclusive branding during the two months prior to each event. Additional funding of this part of the step will come from other funding sources.

2. Complete ads for each event at least two months prior to the events (by end of May 2025 for Music Fest, by end of January 2026 for RWR)
3. Production of quality promotional material in formats required by media outlets in time for contracts required y each outlet in time to air/print ads for one to two months prior each key event.
4. Data analytics for each media, issued by the outlet; surveys of audience members and with ticket sales to elicit how they learned about the events.

Goal #2*

Contract with media outlets for the specified video/print ads for Rockaway Music Festival 2025

Budget to complete Goal #2*

*Verify that 'Budget to Complete Goals' total matches 'Budget Totals'

\$1,450.00

Goal #2 Work Plan*

Please number your answers as below:

1. Key action steps
2. Timeline to complete each step
3. Expected outcome for each step
4. Evaluation method for each step

1. Negotiate and verify ad campaigns assigning budget across each outlet for maximum effect. Ensure each ad has unique QR code or link for accurate reporting. Correlate ad outlet reporting with stats on our website and socials to determine leads that result in sales or action.

2. Ads and promotion for the music event will be prioritized through August, then switching to RWR in September. Social media management (paid for through another grant) will coincide promotions.

3. More awareness of our existing events, more awareness of activities in Tillamook County, outreach to begin developing songwriter and creative writer monthly events throughout shoulder season and we hope to attract not only performers but more volunteers to help expand the program.

4. Media outlet site metrics are measured against our site and social metrics to help us understand which targets, outlets, messaging and design served us best so we can continue to create an annual marketing program.

Goal #3

Contract with media outlets for the specified video/print ads for Rockaway Writers Rendezvous 2026

Budget to complete Goal #3

*Verify that 'Budget to Complete Goals' total matches 'Budget Totals'

\$1,360.00

Gola #3 Work Plan

Please number your answers as below:

1. Key action steps
2. Timeline to complete each step
3. Expected outcome for each step
4. Evaluation method for each step

The work plan for this is exactly like the workplan for Goal #2.

1. Negotiate and verify ad campaigns assigning budget across each outlet for maximum effect. Ensure each ad has unique QR code or link for accurate reporting. Correlate ad outlet reporting with stats on our website and socials to determine leads that result in sales or action.
2. Ads and promotion for the music event will be prioritized through August, then switching to RWR in September. Social media management (paid for through another grant) will coincide promotions.
3. More awareness of our existing events, more awareness of activities in Tillamook County, outreach to begin developing songwriter and creative writer monthly events throughout shoulder season and we hope to attract not only performers but more volunteers to help expand the program.
4. Media outlet site metrics are measured against our site and social metrics to help us understand which targets, outlets, messaging and design served us best so we can continue to create an annual marketing program.

AUTHORIZATION & CERTIFICATION

Authorization & Certification Verification*

Confirm the following authorization and certifications that apply.

Please type your name here to confirm that you have reviewed the answers to the questions above for accuracy purposes.

Cosmo Jones

I am an eligible applicant and submitted an eligible project.*

Refer to the grant information above for details.

Type your full name to e-sign.

Cosmo Jones

My project fits within eligible use of tourism funds

Applicants will be required to provide information to TCVA to support accountability for use of the funds in compliance with the application requirements for Transient Lodging Taxes as outlined in ORS 320.300.

Type your full name to e-sign

Cosmo Jones

I agree to enter into a contract with TCVA upon grant approval

TCVA reserves the right to include such additional special conditions or requirements in each contract, as it might deem necessary or desirable to protect the public investment of tax dollars in the project. Furthermore, I agree to provide progress and completion reports as outlined in the grant award letter and grant contract. Failure to properly prove use of funds will result in disqualification of reimbursement and subject to repayment of disbursed funds.

Type your full name to e-sign

Cosmo Jones

I agree to provide a W-9 Request for Taxpayer Identification Number and Certification

I will provide IRS form W-9 to certify that the Federal Employer Identification Number and business type provided in the above application is accurate and the organization is not subject to back-up withholding.

Type your full name to e-sign

Cosmo Jones

I agree to provide project management oversight to ensure operation and maintenance of the project

Applicant activities must be well-documented and completed according to the grant contract timelines and as outlined in the grant application. TCVA's sole responsibility will be to process draw down requests and ensure Grantee's compliance with the grant contract.

Type your full name to e-sign

Cosmo Jones

I agree to comply with applicable fed, state, and local public contracting rules and regulations.

Type your full name to e-sign

Cosmo Jones

I give TCVA permission to use my project for public info, promotional, and educational purposes.

Applicants understand that the information supplied throughout the course of the project will be used by TCVA to promote success stories and project deliverables. Information may be released to the media, social media channels, governmental legislative bodies or used in promotional materials intended for public release.

Cosmo Jones

My company has an anti-discrimination policy

The policy states that my company does not discriminate with respect to race, color, creed, sex, age, national origin, disability, religion or sexual orientation and comply with affirmative action programs and all applicable federal, state or local laws.

Type your full name to e-sign

Cosmo Jones

I agree to provide necessary insurance coverage

Applicants are required to provide insurance coverage in an amount determined by the TCVA to be sufficient.

Type your full name to e-sign

Cosmo Jones

I agree to hold the City of Rockaway Beach and TCVA Harmless.

I agree to hold the City of Rockaway Beach and TCVA harmless for any liens, claims, damages or other liabilities related to the project, and to indemnify and defend the County from any claims, costs, damages or expenses of any kind, including attorney's fees and other costs and expenses of litigation, arising out of the project.

Type your full name to e-sign

Cosmo Jones

Authorization

I certify to the best of my knowledge that all information, contained in this application, including all attachments and certifications, is valid and accurate. I further certify that the application has been reviewed and approved by the authorized owner(s), managers with appropriately delegated authority and/or in accordance with the organization's articles of incorporation or organization.

Type your full name to e-sign

Cosmo Jones

File Attachment Summary

Applicant File Uploads

- NCAM RB Mkting Grant Supporting Materials.pdf



Other Supporting Materials

WEBSITES

- Rockaway Writers Rendezvous, <https://www.rbwriters.com/>
- Rockaway Beach Music Festival, <https://www.ncamfoundation.org/2025-rbmusicfest>
- Neah-Kah-Nie Coast Art & Music Cultural Foundation, <https://www.ncamfoundation.org/>

SOCIAL MEDIA:

- RWR, <https://www.facebook.com/profile.php?id=61556117139270>
- NCAM Foundation, <https://www.facebook.com/profile.php?id=61562631316851>
- @rbwriters Instagram
- @ncamfoundation Instagram

SUPPORTING LINKS

- RWR Program 2025 <https://www.rbwriters.com/2025-program>

ATTACHMENTS

- This coversheet
- Letter of Support from Rockaway Beach Business Association
- Rockaway Beach Marketing Grant Budget Breakdown
- List of Sources for Marketing Quotes for Estimated Budget Costs
- Quotes for Marketing Ads



ROCKAWAY BEACH BUSINESS ASSOCIATION
111 S. MILLER STREET #C,
ROCKAWAY BEACH, OREGON 97136

March 3, 2025

Subject: Letter of Support for Neah-Kah-Nie Coast Arts Music & Cultural Foundation

To Whom It May Concern,

The Rockaway Beach Business Association is pleased to express our strong support for Neah-Kah-Nie Coast Arts, Music & Cultural Foundation (NCAM). As a nonprofit dedicated to fostering artistic expression and cultural enrichment in our community, NCAM has significantly contributed to both the economic vitality and social cohesion of Rockaway Beach.

Since its inception, NCAM has demonstrated a deep commitment to strengthening our local economy by hosting dynamic, off-season events that bring visitors to our town. The **Rockaway Writers Rendezvous (RWR) in April** and the **Rockaway Music Festival in September** have become highly anticipated events, attracting participants from across Oregon and beyond. These events not only showcase artistic talent but also generate meaningful economic benefits by driving foot traffic to local businesses, filling hotels and vacation rentals, and increasing patronage at restaurants, retail stores, and service establishments.

Our business community has directly benefited from NCAM's initiatives. Over the past three years, we have observed a measurable uptick in business activity during NCAM event weekends. **Sequest Treasures** reported increased sales each event weekend over the previous year, with customers citing NCAM's events as their reason for visiting Rockaway Beach. Similarly, **All Professional Real Estate** saw a notable increase in walk-in traffic during NCAM's festivals, as visitors explored the area and inquired about local property listings.

Beyond economic impact, NCAM fosters strong partnerships with local businesses, many of whom contribute in-kind donations, financial sponsorships, and volunteer support. Several NCAM board members are also business owners, ensuring that event planning aligns with the needs and interests of the local economy.

The Rockaway Beach Business Association enthusiastically supports NCAM's efforts to expand its programming and continue enhancing the livability and economic resilience of our community. We believe that with additional funding, NCAM will not only sustain but further amplify its positive impact, creating year-round opportunities for business growth, tourism, and cultural engagement.

We are proud to stand behind NCAM and look forward to continuing our collaboration in strengthening Rockaway Beach as a thriving destination for the arts, culture, and commerce.

[REDACTED]
Nancy Albro
Secretary
Rockaway Beach Business Association
[REDACTED]

NCAM Rockaway Beach Marketing Grant Budget Breakdown

Project Title: *Waves of Culture: Taking Rockaway's Arts Scene Beyond the Shore*

Grant Request Amount: \$3,000

Marketing Activity	Platform / Outlet	Description	Estimated Cost
Streaming Video Advertising	Disney Campaign Manager (Hulu/Disney+) For both events.	Flexible digital ad campaign targeting urban audiences across OR & WA	\$1,000
Travel Planning Web Ads	TravelOregon.com For both events.	3:1 Rectangle Display Ad, Basic Bundle (18 categories), 1 quarter	\$910
Regional Tourism Web Ads	OregonCoastVisitorsAssociation.com For RWR only.	Basic ad bundle targeting Oregon Coast travelers, 1 quarter	\$235
E-Newsletter Ads	Oregon Coast E-Newsletter For RWR only.	Formatted text/photo ad in one two-month issue	\$170
Print + Digital Travel Guide	Mile-by-Mile Guide to the Oregon Coast For Music Festival only.	Full-color ad in the most widely distributed coast visitor guide	\$495
Social Media Advertising	Facebook / Instagram	Targeted posts to reach 50+ mile markets & promote inclusive branding	\$190
TOTAL ESTIMATED COST			\$3,000

LIST OF MARKETING QUOTES FOR ESTIMATED BUDGET COSTS

(web downloads follow)

- **Disney Campaign Manager (video ads aired on streaming platform)**

“Disney Campaign Manager is Disney’s simple solution for streaming TV ad buying that gives you the ability to launch, measure, and optimize Hulu and Disney+ campaigns all in one platform. Can set flexible budgets with a low minimum spend of **\$500** per campaign.”
(x2 For both events)

- **TravelOregon.com (website ads)**

“The first point of contact for the state’s slightly less than \$10 million biannual marketing campaign providing advertisers with consumers seeking information specifically about Oregon. Over 4 million unique visitors = 9 million pages viewed annually.” 3:1 Rectangle (300 X 100), Basic Bundle (18 Categories): **\$455/quarter. (x2 For both events)**

- **Oregon Coast Visitor Website (website ads)**

“The Official Oregon Coast website inspires people to explore all corners of the Oregon Coast. Dynamic content motivates travelers to make the Oregon Coast their #1 destination. Get your advertising message in front of more than 500,000 visitors researching information specifically about the Oregon Coast.” Basic Bundle **\$235** (per quarter) **(For RWR only)**

- **Oregon Coast E-Newsletter (electronic newsletter ads)**

“Delivered to opt-in subscribers six times per year, the Oregon Coast Visitors Association email newsletter puts your marketing message in front of consumers who are Oregon Coast fans and want to keep up with what to do and where to go all year.” Formatted Text Ads (Photo + text), **\$170/two-month issue. (For RWR only)**

- **Mile-by-Mile Guide to the Oregon Coast, (print and web ads)**

“The most popular Oregon coast visitor guide chosen by chamber and visitor center staff throughout the northwest. Best used for people planning their vacations.” Color ad rates start at **\$495. (For Music Festival only)**



Campaign Manager

[\(https://
www.disnycampaignmanager.com/\)](https://www.disnycampaignmanager.com/)

LOG IN (HTTPS://

[WWW.DISNEYPROMOTIONMANAGER.COM/](https://www.disnycampaignmanager.com/)

DCM.DISNEYADVERTISING.COM)

#SIGNUP-FORM)

WE'RE HERE TO HELP.

<https://www.disnycampaignmanager.com/>

What is Disney Campaign Manager?

[FAQ \(HTTPS://WWW.DISNEYPROMOTIONMANAGER.COM/FAQ\)](https://www.disnycampaignmanager.com/faq) >
GETTING STARTED

Getting Started

What is Disney Campaign Manager?

Disney Campaign Manager is Disney's simple solution for streaming TV ad buying that gives you the ability to launch, measure, and optimize Hulu and Disney+ campaigns all in one platform. With Disney Campaign Manager, you can:

- Set flexible budgets with a [low minimum spend of \\$500 per campaign](#).
- [Reach Disney audiences by demo, location, interests, show genres](#), and more.
- Easily [track your up-to-date campaign status, budget and impressions right on your dashboard](#).
- [Maintain control of your campaigns from start to finish, with the options to stop, pause, or cancel them at any time](#).

Disney Campaign Manager is a flexible and easy-to-use solution that allows brands and agencies of all sizes to stream ads next to TV's biggest shows. ✓

What does it cost to advertise on Disney+ and Hulu with Disney Campaign Manager?

Signing up for Disney Campaign Manager is free, and you can advertise on Disney+ or Hulu [for as little as \\$500 per campaign](#). No hidden fees and no subscription, setup, or installation fees. Billing starts after your Ad starts running.

How can I create an advertiser account?

[Ads \(https://
www.disnycampaignmanager.com/
resources/product-updates/faq/ads/\)](https://www.disnycampaignmanager.com/resources/product-updates/faq/ads/)[Billing \(https://
www.disnycampaignmanager.com/
resources/product-updates/faq/
billing/\)](https://www.disnycampaignmanager.com/resources/product-updates/faq/billing/)[Campaigns \(https://
www.disnycampaignmanager.com/
resources/product-updates/faq/
campaigns/\)](https://www.disnycampaignmanager.com/resources/product-updates/faq/campaigns/)

Getting Started

[What is Disney Campaign Manager?](#)[What does it cost to advertise on Disney+ and Hulu with Disney Campaign Manager?](#)[How can I create an advertiser account?](#)[What should I do if I'm having trouble logging in?](#)[Reaching Your Audience \(https://
www.disnycampaignmanager.com/
resources/product-updates/faq/
reaching-your-audience/\)](https://www.disnycampaignmanager.com/resources/product-updates/faq/reaching-your-audience/)[Reports + Performance \(https://
www.disnycampaignmanager.com/
resources/product-updates/faq/
reports-performance/\)](https://www.disnycampaignmanager.com/resources/product-updates/faq/reports-performance/)

TRAVELOREGON.COM

CAST A WIDE NET AND REACH VISITORS ONLINE

THE TRUSTED SOURCE FOR OREGON TRAVEL INFORMATION

TravelOregon.com is designed to provide helpful planning tools for visitors whether they are a first-time visitor to Oregon or a frequent traveler. The site features rich content including road trips, trip ideas and outdoor adventures packed full of entertaining videos, itineraries and Oregon stories. Additional informational sections include **Things to Do**, where visitors can explore a wide range of recreation, food & drink, events, attractions and more; **Places to Go**, where visitors can now dig deeper into dedicated regional and city pages; **Plan your Trip** for lodging and other helpful information.

PROVEN TRAFFIC

The first point of contact for the state's slightly less than \$10 million biannual marketing campaign providing advertisers with consumers seeking information specifically about Oregon.

Over 4 million unique visitors = 9 million pages viewed annually*.

Traffic by region:

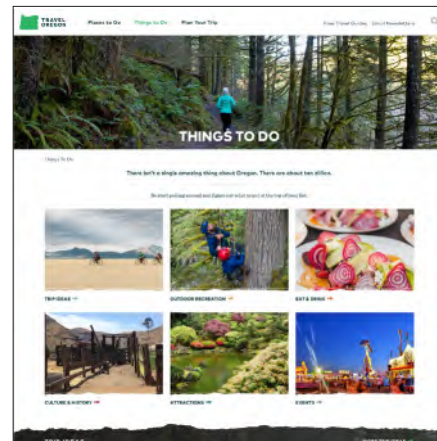
91% USA

42% Oregon	6% Other Western States
15% Washington	6% Southeast
14% California	5% Southwest
7% Midwest	5% Northeast

4% Canada

5% Other International

**Data from 2021*



YOUR STORY EVERYWHERE

Tell your story to millions of consumers through Travel Oregon's sponsored content program on TravelOregon.com. Ask your account executive for the details.

WEB PACKAGE RATES

Travel Oregon offers flexible advertising options to ensure your message is delivered to the interested visitor in a way that best meets your marketing needs to achieve your goals. There are two distribution routes and two ad sizes available.

TARGETED OPTION

Designed to target your advertising to the visitor at the beginning of their planning process, and stay with them through to their final decisions. Distribute your ads on relevant content pages that best align with your marketing message such as outdoor recreation, food and drink, attractions, events, culture/history, type of lodging, regions, etc. Never worry about running out of impressions because your ad will remain live on those pages for the entire quarter. Your account executive will help you select the categories that are the best fit for you.

Medium Rectangle (300 X 250)

Large Bundle (32 Categories): \$1,680/quarter
Medium Bundle (26 Categories): \$1,360/quarter
Basic Bundle (18 Categories): \$910/quarter

3:1 Rectangle (300 X 100)

Large Bundle (32 Categories): \$830/quarter
Medium Bundle (26 Categories): \$680/quarter
Basic Bundle (18 Categories): \$455/quarter

RUN-OF-SITE OPTION

Clients may opt to choose run-of-site only, or add run-of-site to their package.

Medium Rectangle (300 X 250)

ROS: \$20 CPM

3:1 Rectangle (300 X 100)

ROS: \$5 CPM

EVENT PACKAGE RATES* 3:1 Rectangle (300 X 100)

20,000 impressions Cost: \$225

- Flexibility to select the exact month and day you want your ad to begin, leading up to your event.
- Get specific by selecting topic areas that best align with your event for the most targeted distribution.

**Open to events, festivals and exhibits*

DEADLINES

Space Closing: Six weeks prior to start of quarter

Materials Deadline: Two weeks prior to start of quarter

Distribution Schedule: First day of each quarter

THE OFFICIAL OREGON COAST VISITOR WEBSITE

www.VisitTheOregonCoast.com

AD PACKAGES AND RATES

HOME PAGE \$499 (per quarter)

Target the early inspiration traveler. Don't miss out on the exclusive opportunity to present your high impact advertising in a premium position.

Space available for six advertisers only – ads will rotate for one quarter. Also includes all the components of the Basic Bundle.

BASIC BUNDLE \$235 (per quarter)

Your ad will appear in the following sections of the site:

Your region landing page:

North, Central or South

All the city pages in your region

Plus select **one** of four key content areas for added exposure:

- 1. Play** - target the visitor looking to add valuable experiences to their itinerary.
- 2. Dine** - feature your ad where people are looking for Coastal eat + drink options
- 3. Stay** - helps the coast traveler decide where to stay once they've selected the cities they'd like to visit.
- 4. Events** - reach travelers making plans of what to do during their visit.

ENHANCED BUNDLE \$360 (per quarter)

Includes all components of the Basic Bundle:

Your ad runs throughout the editorial content story section of the site called Stories.

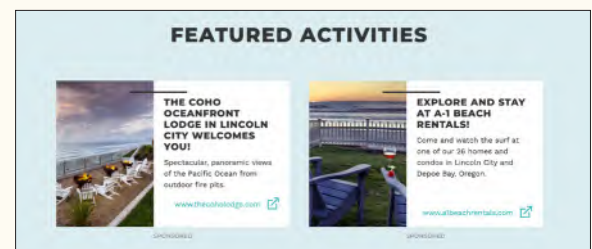
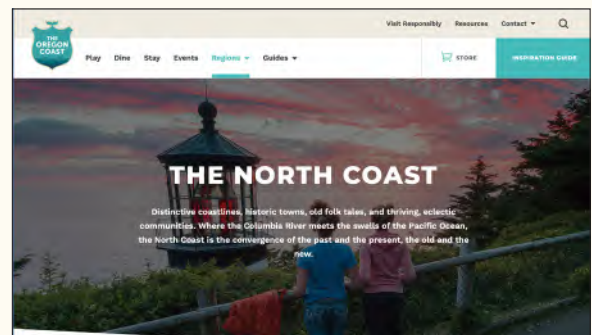
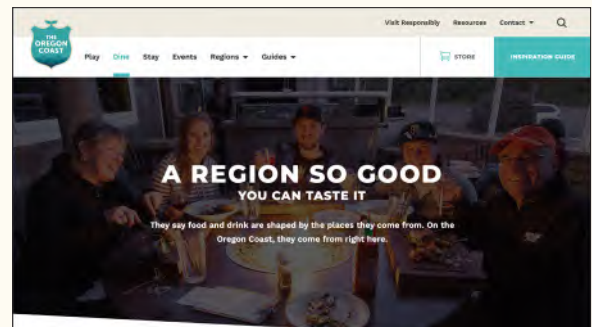
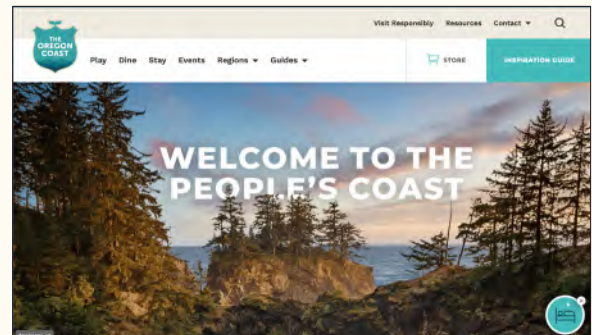
Appears on the landing page of the interactive feature Experience Finder.

2024 ISSUES & DEADLINES*

ISSUE	SPACE CLOSING	MATERIALS DUE
Quarter 1	November 20, 2023	December 15, 2023
Quarter 2	February 19, 2024	March 22, 2024
Quarter 3	May 20, 2024	June 21, 2024
Quarter 4	August 20, 2024	September 20, 2024

FOR MORE INFORMATION ON ADVERTISING CONTACT:

Betsy Hand: M: 503.939.5696 O: 503.445.8830 E: betsyh@mediameter.net



THE OFFICIAL OREGON COAST ENEWSLETTER

REACH OREGON COAST FANS

Delivered to opt-in subscribers six times per year, the Oregon Coast Visitors Association email newsletter puts your marketing message in front of consumers who are Oregon Coast fans and want to keep up with what to do and where to go all year.

SUBSCRIBERS

More than **39,000 consumers** have opted in to receive the email newsletter.

AD OPTIONS

Banner Ads (1160 X 150)

\$440

Two positions available

Formatted Text Ads (Photo + text)

\$170

Four positions available

FORMATTED TEXT AD MATERIALS

Photo: Approximately 280 pixels wide x 180 pixels high.
(Horizontal pictures required.)

Text: Maximum 70 characters including spaces and advertiser name.

Link: Provide the target web address in a separate file.

2024 ISSUES & DEADLINES*

ISSUE	SPACE CLOSING	MATERIALS DUE
January	November 30, 2023	December 21, 2023
March	January 26, 2024	February 22, 2024
May	March 22, 2024	April 18, 2024
July	May 24, 2024	June 21, 2024
September	July 25, 2024	August 22, 2024
November	September 20, 2024	October 24, 2024

* The newsletter mails the second Wednesday of the month.

FOR MORE INFORMATION ON ADVERTISING CONTACT:

Betsy Hand: M: 503.939.5696 O: 503.445.8830 E: betsyh@mediameter.net



MILE-BY-MILE GUIDE TO THE OREGON COAST

SOUTHWEST WASHINGTON **AND** NORTHERN CALIFORNIA

The #1 Visitors' Choice

Over a Quarter Million Copies!

Best advertising buy on the Coast!

Summer Edition ~ Full Year

Color Ad Rates start at \$495

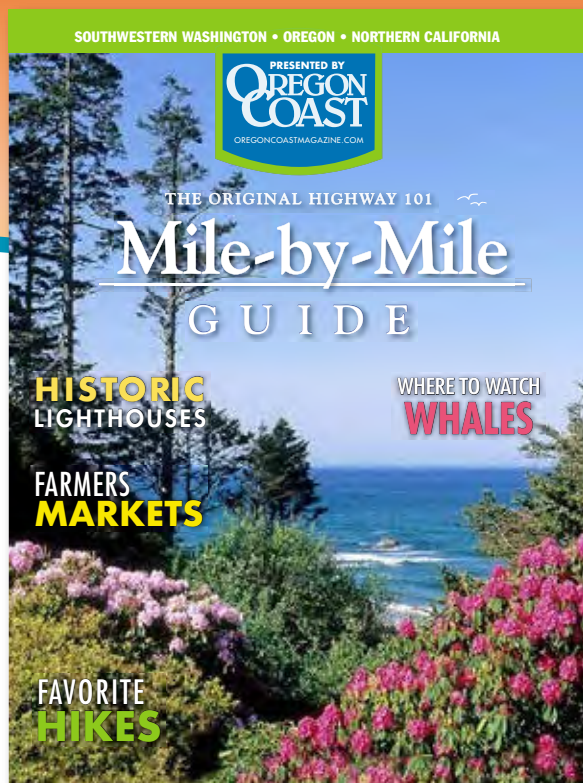
- Utilizes Hwy 101 milepost markers
 - Detailed driving maps
 - Regional sections
 - A "keeper" for travelers
 - Full size
- ➔ The most popular Oregon coast visitor guide chosen by chamber and visitor center staff throughout the northwest.
- ➔ Either #1 or #2 throughout inland Oregon.
- ➔ Special out of state distribution. Available at over 700 locations from the Long Beach Peninsula to Eureka, and at the major visitor centers from Kelso, Washington, to the California border.
- ➔ Best used for people planning their vacations. Requests for guide from all of United States, Canada, and many countries are received everyday through our web-site.
- ➔ **Available in a page-turning digital format, with clickable ads and special formatting for the iPhone, iPad and androids.**
- ➔ Additional distribution at
- Visitor Centers
 - AAA Travel Advisors
 - Hotels
 - Car Rental Agencies
 - Welcome Centers
 - Chambers of Commerce
 - Attractions

Space deadline is May 20

Celebrating 29 years of proven effective advertising!

Published by Oregon Coast magazine

Ask about multi issue discounts!



For rates call:

Marji Brown

800-348-8401 ext.8 • cell: 541-999-7616

Marji@OregonCoastMagazine.com

or leave information in feedback



twitter.com/OregonCoastMag

Visit us at

www.OregonCoastmagazine.com



facebook.com/OregonCoastMagazine

Radio advertising

Rockaway Beach Marketing Grant FY24-25

Sand Dollar Restaurant & Lounge

Emma Heahershaw



Rockaway Beach. All projects must be completed by March 31, 2026. A mid-year/6-month report of progress is required. **Grant funds will be dispersed on a reimbursement basis only.**

Please read the application thoroughly. If you have questions, contact nan@tillamookcoast.com. TCVA is facilitating the grant process.

GRANT REVIEW PROCESS

TCVA will provide guidance on applications. Please don't wait until last minute to ask for assistance! We want to help you submit a strong application. Each application received will first be reviewed by the TCVA executive director for eligibility and completeness. "Complete" is defined by all information filled in. If the application is incomplete or not received by the deadline, it will not be submitted to the city of Rockaway Beach for review.

You will receive a confirmation of receipt within 48 hours of application upload to the grant system. If you do not receive a confirmation email, please contact Nan Devlin at nan@tillamookcoast.com.

Once reviewed by the city, applications will be submitted to the city council for approval in May 2025.

FUNDING PROCESS

Once a grant is awarded and contract is signed, grantees can start marketing projects. **Grant funds will be disbursed on a reimbursement basis once invoices are submitted, toward a draw-down on the grant award amount.** Reimbursements will be issued within two weeks of receipt via a bill pay check.

Projects must be completed by March 31, 2026. A mid-year/6-month report of progress is required.

Please note: All marketing materials, printed or digital, must include the visitrockawaybeach.org QR code, which will be provided to you.

WHO IS ELIGIBLE

Tourism-related businesses and nonprofits within the City of Rockaway Beach are urged to apply. This includes retail stores, restaurants, lodging, outdoor recreation businesses, food producers (such as farmers or fishers), and nonprofits that conduct tourism-related programs.

By state law, the lodging tax the city is using to fund this grant can only be used for tourism-related businesses and organizations, and proposed projects must be focused on reaching visitors, defined by state law as those traveling 50 miles or more for leisure or business. **As an example, a paid advertisement placed in a local newspaper is not eligible for lodging tax grant funds.**

Funds will be dispersed on a reimbursement basis only.

WHO IS NOT ELIGIBLE

Short-term rental businesses or agencies
Marijuana stores

ELIGIBLE PROJECTS

This is not a complete list, but marketing can include several of the following elements. **Please note: Grant funds cannot be used for business operations or to pay for full- or part-time employees.** It is acceptable to use funds for contractors with special skills, such as videography, photography, graphic designers, website developers, etc.

Branding

Branding is the marketing practice of actively shaping a distinctive brand. The Brand is the perception of the company in the eyes of the world.

- Brand Design: Typography, color palette, fonts
- Brand Identity: Logo, website, product packaging, business card design, email template design
- Brand Style Guide
- Story theme creation

Website Development

A good website reflects the business brand, offers high-quality content and is easy to navigate. It's also key to online sales and a digital marketing strategy. (Grant does not cover costs of ongoing website maintenance, hosting or URL purchases.)

- Complete overhaul
- Add landing pages
- Implement a reservation system
- Incorporate online menus and ordering
- Online retail platform
- Custom videos or photography

Content Development and Marketing

Content marketing focuses on storytelling and customer engagement. Ultimately it drives a loyal and profitable customer to action.

- Videos (Facebook Live, YouTube channel)
- Educational articles; E-books
- Blogs
- E-newsletter development and subscriber campaign
- Social media engagement
- Brochures

Paid Advertising

Please note: local advertising is not eligible for this lodging tax grant - ads must be targeted at visitors at least 50 miles away (ORS rules).

- Production - graphic design
- Sponsored content, online or print
- Banner ads
- Pay-per-click, Adwords

- Social media ads and contests
- Radio, TV, billboards, print, direct mail

Other

- Marketing of an event
- Media tour

SELECTION CRITERIA

Eligible projects will be rated and ranked based on the following criteria. Note: additional relevant factors beyond the score may be worthy of consideration.

Project supports sustainable tourism (10 points) This includes how the project integrates with local communities, creating lasting year-round value, and how the applicant intends to sustain marketing efforts.

Goals are realistic and objectives are well considered (10 points)

This score measures how well the project will achieve the intended goals, and takes into account unintended consequences.

Budget is well documented and realistic (10 points)

Get estimates from vendors - do not guess or ask for the full \$5000 without getting a realistic estimate.

Project or event is new and/or has shown ability to sustain in subsequent years (10 points)

This score seeks to understand if the project offers a good return on investment of the lodging tax and public funds. This includes an assessment of the ability to leverage other resources, size of impact for the community (such as overnight stays), and financial sustainability plan.

Project focuses on programming between October 1 through end of May (10 points)

While summer events will be considered, it is preferable that events take place in shoulder- and off-season months.

Organization Type*

For-profit business

Business, Nonprofit or Agency Name*

Sand Dollar Restaraunt & Lounge

Contact Name and Title*

Emma Heathershaw, Owner

Email Address*

[REDACTED]

Physical Address (and mailing address if different)*

[REDACTED]

Employer Identification Number (EIN)*

[REDACTED]

Company Principals and Percent (%) of Ownership*

Emma Heathershaw, 100%

Project Title*

Radio advertising

Grant Amount Request - Cannot exceed \$3,000*

\$3,000.00

Total Project Cost*

This number may be different than the grant request.

\$3,000.00

Project Overview*

Provide a complete overview and description of the project's intended function.

6 months, three ads a day, five days a week - morning, midday, afternoon on KTIL-FM & KDEP-FM

Who is the target audience for this project (be specific)?*

Local community, tourists

How does this project support off-season tourism?*

By having the add aired on local radio, this will drive awareness of our business in the local community and tourists alike along several months

What are the anticipated challenges in completing this project or holding this event?*

I don't foresee any challenges

If the project or event is successful, how will you support it in the future?*

I will continue with the radio ads past the 6 months covered by the grant

Upload Supporting Documents

Upload photos, estimates, and other supporting documents.

sand dollar 03312025.pdf

Upload Supporting Documents

Upload photos, estimates, and other supporting documents.

Upload Supporting Documents

Upload photos, estimates, and other supporting documents.

If you have more than 3 documents, please email them to nan@tillamookcoast.com

Note: It is preferable to merge several documents into one scanned item and upload it as one file.

Project Budget - Income*

List the resources which you will use to pay for your projects here. Those resources will have the same total as the expenses you will report on the following table.

Note: Matching amounts are NOT required, but if your project exceeds the grant limits, use this section to add any additional funding sources you will use.

Income/Resource Description	Cash (grant funds)	Matching funds (if project is more than \$3000)
Radio advertising - June & July	\$1,000.00	
Radio advertising - August & September	\$1,000.00	
Radio advertising - October &	\$1,000.00	

November		
0	3000	

Project Budget - Expenses*

Matching amounts are NOT required, but if your project exceeds the grant limits, use this section to add additional funding sources.

The expenses on this table should equal the amount you listed in the resources table above.

Description of Expense	Grant fund amount used for this expense	Matching funds if needed
Radio advertising - June & July	\$1,000.00	
Radio advertising - August & September	\$1,000.00	
Radio advertising - October & November	\$1,000.00	
	3000	

PROJECT WORK PLAN

Goal #1*

Starting the radio adds as soon as the grant is approved

Budget to Complete Goal #1*

*Verify that 'Budget to Complete Goals' total matches 'Budget Totals'

\$1,000.00

Goal #1: Work Plan*

Please number your answers as below:

1. Key action steps
2. Timeline to complete each step
3. Expected outcome for each step
4. Evaluation method for each step

The radio advertising on KTIL-FM & KDEP-FM 3 times per day, 5 days each week for a length of 2 months will promote the awareness of our business every day to the local community and tourists visiting the community.

Goal #2*

Continuing radio advertising for another 2 months

Budget to complete Goal #2*

*Verify that 'Budget to Complete Goals' total matches 'Budget Totals'

\$1,000.00

Goal #2 Work Plan*

Please number your answers as below:

1. Key action steps
2. Timeline to complete each step
3. Expected outcome for each step
4. Evaluation method for each step

The radio advertising on KTIL-FM & KDEP-FM 3 times per day, 5 days each week for a length of 2 months will promote the awareness of our business every day to the local community and tourists visiting the community.

Goal #3

Continuing radio advertising in shoulder season

Budget to complete Goal #3

*Verify that 'Budget to Complete Goals' total matches 'Budget Totals'

\$1,000.00

Gola #3 Work Plan

Please number your answers as below:

1. Key action steps
2. Timeline to complete each step
3. Expected outcome for each step
4. Evaluation method for each step

The radio advertising on KTIL-FM & KDEP-FM 3 times per day, 5 days each week for a length of 2 months will promote the awareness of our business every day to the local community and tourists visiting the community.

AUTHORIZATION & CERTIFICATION

Authorization & Certification Verification*

Confirm the following authorization and certifications that apply.

Please type your name here to confirm that you have reviewed the answers to the questions above for accuracy purposes.

Emma Heathershaw

I am an eligible applicant and submitted an eligible project.*

Refer to the grant information above for details.

Type your full name to e-sign.

Emma Heathershaw

My project fits within eliglbe use of tourism funds

Applicants will be required to provide information to TCVA to support accountability for use of the funds in compliance with the application requirements for Transient Lodging Taxes as outlined in ORS 320.300.

Type your full name to e-sign

Emma Heathershaw

I agree to enter into a contract with TCVA upon grant approval

TCVA reserves the right to include such additional special conditions or requirements in each contract, as it might deem necessary or desirable to protect the public investment of tax dollars in the project. Furthermore, I agree to provide progress and completion reports as outlined in the grant award letter and grant contract. Failure to

properly prove use of funds will result in disqualification of reimbursement and subject to repayment of disbursed funds.

Type your full name to e-sign

Emma Heathershaw

I agree to provide a W-9 Request for Taxpayer Identification Number and Certification

I will provide IRS form W-9 to certify that the Federal Employer Identification Number and business type provided in the above application is accurate and the organization is not subject to back-up withholding.

Type your full name to e-sign

Emma Heathershaw

I agree to provide project management oversight to ensure operation and maintenance of the project

Applicant activities must be well-documented and completed according to the grant contract timelines and as outlined in the grant application. TCVA's sole responsibility will be to process draw down requests and ensure Grantee's compliance with the grant contract.

Type your full name to e-sign

Emma Heathershaw

I agree to comply with applicable fed, state, and local public contracting rules and regulations.

Type your full name to e-sign

Emma Heathershaw

I give TCVA permission to use my project for public info, promotional, and educational purposes.

Applicants understand that the information supplied throughout the course of the project will be used by TCVA to promote success stories and project deliverables. Information may be released to the media, social media channels, governmental legislative bodies or used in promotional materials intended for public release.

Emma Heathershaw

My company has an anti-discrimination policy

The policy states that my company does not discriminate with respect to race, color, creed, sex, age, national origin, disability, religion or sexual orientation and comply with affirmative action programs and all applicable federal, state or local laws.

Type your full name to e-sign

Emma Heathershaw

I agree to provide necessary insurance coverage

Applicants are required to provide insurance coverage in an amount determined by the TCVA to be sufficient.

Type your full name to e-sign

Emma Heathershaw

I agree to hold the City of Rockaway Beach and TCVA Harmless.

I agree to hold the City of Rockaway Beach and TCVA harmless for any liens, claims, damages or other liabilities related to the project, and to indemnify and defend the County from any claims, costs, damages or expenses of any kind, including attorney's fees and other costs and expenses of litigation, arising out of the project.

Type your full name to e-sign

Emma Heathershaw

Authorization

I certify to the best of my knowledge that all information, contained in this application, including all attachments and certifications, is valid and accurate. I further certify that the application has been reviewed and approved by the authorized owner(s), managers with appropriately delegated authority and/or in accordance with the organization's articles of incorporation or organization.

Type your full name to e-sign

Emma Heathershaw

File Attachment Summary

Applicant File Uploads

- sand dollar 03312025.pdf



Alexandra Communications, Inc.

Sand Dollar Restaurant & Lounge

Emma Heathershaw
210 South 1st Ave
Rockaway Beach, OR 97136
503-355-2205

Tillamook

Shaena Peterson (shaena@tillamookradio.com)
170 West Third Street
Tillamook, OR 97141
Station: 503-842-4422
Cell: 503-812-6773

Advertising Grant

Net

Description	St-End	R/S	DayPart	Len	M	T	W	T	F	S	S	Rate	Ads	Total
KTIL-FM	4/1/2025 - 9/30/2025	1/0	ROS / 6:00:00 - 19:00:00	:30	3	3	3	3	3			package	360+	\$3,000.00
KDEP-FM	4/1/2025 - 9/30/2025	1/0	ROS / 6:00:00 - 19:00:00	:30	3	3	3	3	3			package	360+	\$0.00
Total:													720+	\$3,000.00

(sign)

(sign)

(date)

SandDollar Restaurant & Lounge (print)

Tillamook (print)

Alexandra Communications, Inc does not discriminate on the basis of race, gender or ethnicity in the placement, scheduling and completion of purchase of advertising. Any order for advertising that includes any such restriction will not be accepted. All contracts are for the use of the contracting party, no contracts are accepted for more than one year. Unfulfilled contracts will be short-rated. Contract not subject to cancellation except upon two weeks written notice from either party. All accounts are due and payable by the 10th of each month following broadcast. All broadcast materials subject to approval of station, and to state and federal laws governing radio broadcast materials. I agree that if my account becomes 30 days or more past due, a 1.5% finance charge will be assessed each month on all past due accounts.



City of Rockaway Beach, Oregon

276 S. Highway 101, PO Box 5
Rockaway Beach, OR 97136
503.374.1752

APPLICATION FOR THE CITY OF ROCKAWAY BEACH PLANNING COMMISSION

Name: Penny Cole

Mailing Address: [REDACTED]

Physical Address: [REDACTED]

Email Address: [REDACTED]

How long have you resided in Rockaway Beach? four years

Occupation: Natural Sales Manager/Semi-retired

Employer: Soothing Touch

Signature: [REDACTED] Date: 4/27/2025

In addition to the information provided above, please include:

- ☐ a resume, and
- ☐ a cover letter including answers to the questions below.

Application Questions:

1. Why would you like to serve on the Planning Commission?
2. Are you willing to commit to attending all Planning Commission meetings, workshops, trainings, and events?



PENNY COLE



4/27/2025

City of Rockaway Beach, Oregon Planning Commission and City Council
276 S. Highway 101, PO Box 5
Rockaway Beach, OR 97136

Dear City of Rockaway Beach, Oregon Planning Commission and City Council:

I am writing to express my strong interest in serving on the Rockaway Beach Planning Commission and contribute to the future of our vibrant coastal community.

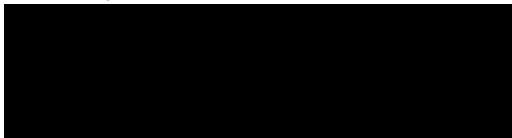
After spending the bulk of my life in Northern California I moved to Oregon in 2019 and made Rockaway Beach my forever home in 2021. I love living in a small town, and have seen over the last few years the dedication of those in city government to making our wonderful little town a better place for all who live here and visit, and I think I would be a great asset to future planning.

When I lived in the Bay Area I was on the HOA board where I lived for ten years, where during that time we successfully litigated a case against the builder for shoddy building practices. I currently am on the HOA board for a property I own in California, where I can bring the voice of a rental owner to the table.

I love our town and understand the hurdles we face for future growth, and think I would be a great addition to the Planning Commission team.

I am semi-retired, so I have the time to attend all meetings and trainings associated with this position.

Sincerely,



Penny Cole

PENNY COLE



EXPERIENCE

4/24-present Soothing Touch Santa Fe, NM

Natural Sales Manager

- Responsible for cultivating new customers in all classes of trade
- Managing all promotions for effectiveness and percentage of sales goals.
- Conducts product training for new and existing customers
- Provide forecasts to production to support promotions and new customers

11/16-1/23 Lotus Foods Richmond, CA

Western Regional Sales Manager

- Directed sales in all channels in territory covering Texas west, with company sales in excess of \$44M-a 38% increase over prior year.
- Responsible for headquarter call to KeHE distributors, as well as all key retailers in Western US, as well as National call to Sprouts and NGVC.
- Managed broker salesforce for the Western US, which includes three different broker groups in both the Natural and Conventional channels. This includes developing strategic objectives for each to grow sales in their respective territories.
- Instrumental in the success of four new product launches in both the Natural and Conventional channels.
- Managed trade fund spending, pricing, forecasting, and ROI analysis for all accounts

8/2016-10/16 Pique Tea San Francisco, CA

Director of Retail Sales-West

- Responsible executing initial placement in retail for the Western US
- Responsible for headquarter calls to distributors in the west, including Kehe, UNFI and Threshold
- Developed customer service program for company.
- Hired and managed broker salesforce for the Western US..

10/2010-8/2016 ORGANIC INDIA USA Boulder, CO

Western Regional Sales Manager aka Tulsi Angel

- Responsible for sales in west territory in excess of 5m in 2014, with a growth of 36% over previous year.
- Responsible for headquarter calls to distributors in the west, including Nature's Best, UNFI and Threshold
- Responsible for headquarter calls to all key retailers in Western US, as well as National call on Sprouts.
- Manage broker salesforce for the Western US.

- Oversee all marketing activities, including events, advertising and social media.
- Instrumental in the integration of productivity program, where all departments can share work efficiently. .

7/2002-8/2010 New Connections Marketing Group San Ramon, CA
Business Manager-Northern CA Personal Care/Supplement Division

- Manage 35 vendors, with an excess of \$10,000,000 sales in 2009, with responsibilities including: creation of promotional programs, strategies for introduction of new items, and execution of sales goals.
- Responsible for headquarter calls to distributors in Northern California, including UNFI and Threshold
- Responsible for headquarter calls to key retailers in Northern California, including Whole Foods, CapWest, New Leaf Markets, Nugget Markets, Raley's, and Mollie Stone's.
- Manage dedicated Personal Care/Supplement sales force for Northern California.
- Instrumental in the integration of the Sales Genius system into the company, streamlining order placement, vendor reporting and sales goal tracking.

1997-7/2002 Tree of Life/Gourmet Award Foods West Hayward, CA
Senior Buyer

- Oversaw Gourmet & Natural Foods purchasing dept. with sales in excess of \$50,000,000 yearly.
- Personally responsible for procurement and marketing of the vitamin/supplement and Hispanic specialty foods categories, with sales in excess of \$10,000,000.
- Instrumental in execution of annual Appreciation Weekend activities, including trade show, seminars, and other miscellaneous activities involving employees, vendors, and customers.
- Responsible for achieving a 95.5% service level, as well as 10% average allowance on purchases.

EDUCATION

1988-1990 Sonoma State University Rohnert Park, CA

- B.A., Business Management and Marketing.
- Graduated with GPA of 3.48.

1985-1988 Santa Rosa Junior College Santa Rosa, CA

- A.A, Business Administration and Retail Merchandising Management
- Member of Merchandising Advisory Board, and Dean's Honor List.

VOLUNTEER WORK

2023-present	Communita Non-Profit	Nehalem, OR
▪	Treasurer	
2024-present	NCAM	Rockaway Beach, OR
▪	Treasurer	
2019-present	Lakeside Heights HOA	Lakeport, CA
▪	Vice-President	



City of Rockaway Beach, Oregon

276 S. Highway 101, PO Box 5
Rockaway Beach, OR 97136
503.374.1752

MAY 12 3:48 PM

**APPLICATION FOR THE CITY OF ROCKAWAY BEACH
PLANNING COMMISSION**

Name: Richard (Dick) Martindale

Mailing Address: [REDACTED]

Physical Address: [REDACTED]

Email Address: [REDACTED]

How long have you resided in Rockaway Beach? 6 months

Occupation: Retired Environmental Health

Employer: [REDACTED]

Signature: [REDACTED] Date: 5/1/25

In addition to the information provided above, please include:

- ☒ a resume, and
- ☒ a cover letter including answers to the questions below.

Application Questions:

1. Why would you like to serve on the Planning Commission?
2. Are you willing to commit to attending all Planning Commission meetings, workshops, trainings, and events?

You may submit your application by mail, email or in person. If sending by email, please send to cityrecorder@corb.us.

Richard G. Martindale



OBJECTIVE:

Officially participate with planning and zoning issues within the City of Rockaway Beach

EDUCATION:

Florida Institute of Technology
Melbourne, FL
Bachelor of Science
Major: Environmental Science

WORK EXPERIENCE: Currently Retired

Food and Lodging

Vermont Department of Health
280 State Street
Waterbury, VT
Dates employed: 03/2019-11/2022

Responsible for conducting plan reviews, inspections and enforcement actions with hundreds of licensed food establishments and lodging facilities.

Environmental Health Section Manager

Panhandle Health District
8500 Atlas Road
Hayden, ID 83835
Dates Employed: 11/2003- 03/2015

In support of a five county Board of Health, I enhanced, implemented and enforced up to 12 public health programs. I was responsible for excellent customer service, team building, hiring, training, coaching, performance improvement, safety and discipline for 20 staff members. I developed and implemented policies for Appeals and Variances, and Customer Complaints. Received the National Environmental Health Association Certificate of Merit and was awarded the Idaho Environmental Health Specialist of the Year.

Community Liaison and Remedial Project Manager

United States Environmental Protection Agency
1200 Sixth Avenue
Seattle, WA 98101-1128
Dates Employed: 01/1998-02/2003

As the Community Liaison for the Coeur d'Alene Basin Remedial Investigation and Feasibility Study (aka Superfund), I worked closely with EPA staff and management to develop and implement a comprehensive network of community outreach activities designed to educate and involve the public during planning and approval of the 30 year, 359 million dollar Record of Decision to clean up the Coeur d'Alene Basin from historical mining waste contamination.

As a Remedial Project Manager, I provided oversight and support for a 40 million dollar Non-Time Critical Removal Action located in the Coeur d'Alene Basin under the authorities of the Comprehensive Environmental Response, Compensation and Liability Act. Negotiated activities and decision making with the Primary Responsible Party (Union Pacific Railroad) in partnership with the State of Idaho and the Coeur d'Alene Tribe to remediate mine waste and concentrate contamination within the railroad's right-of-way, and convert the right-of-way into a recreational trail. I was also the Technical Project Coordinator for an Interagency Agreement that provided funding to the Army Corps of Engineers to manage oversight of construction activities as the Governments Project Coordinator. Coordinated outreach materials and responded to numerous information requests from Congressional representatives, the National Ombudsman, state legislators, local elected officials and the public. Received three Bronze Medals for my work in these programs.

Other Employment from 1979-1998

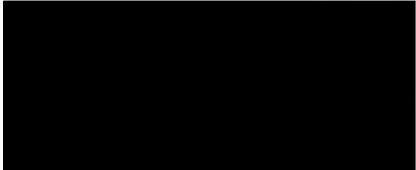
United States Foreign Fisheries Service, United States Forest Service, Idaho Department of Fish and Game, Idaho Department of Environmental Quality, Panhandle Health District

OTHER INTERESTS

Completed a 40 hour class for Interest Based Mediation and practiced that craft (as a volunteer) in Spokane, Washington for approximately one year.

Most outdoor activities including hiking, biking, canoeing, rafting, back-country skiing, downhill skiing

Dick Martindale



May 1, 2025

RE: City of Rockaway Beach Planning Commission Application

In addition to the attached application and resume, this cover letter is being provided in response to the two questions asked on the application:

1. Why would you like to serve on the Planning Commission?

I have always been involved, both professionally and personally, in the communities my wife and I have lived in. We are now retired, and Rockaway beach is our permanent home. My primary interest in participating on the Planning Commission is to become familiar with, and help implement, the various planning documents/projects (Comprehensive Plan, Source Water Protection, Urban Growth Boundaries, Public Utilities, Salmonberry Trail, etc.) that will protect and enhance this unique and beautiful area in which we live. **PLEASE NOTE:** I am also a member of the non-profit organization North Coast Communities for Watershed Protection. I am aware that any issues involving that organization which could be considered a conflict of interest with the duties of the Planning Commission would need to be considered.

2. Are you willing to commit to attending all Planning Commission meetings, workshops, trainings, and events? YES



Dick Martindale



City of Rockaway Beach, Oregon

276 S. Highway 101, PO Box 5
Rockaway Beach, OR 97136
503.374.1752

APPLICATION FOR THE CITY OF ROCKAWAY BEACH PLANNING COMMISSION

Name: Leslie Vipond

Mailing Address: [REDACTED]

Physical Address: [REDACTED]

Email Address: [REDACTED]

How long have you resided in Rockaway Beach? 2.75 Years

Occupation: Self-Employed

Employer: PacWest Vacation Rentals/Mar Roca LLC

Signature: [REDACTED] Date: 3/19/2025

In addition to the information provided above, please include:

- ☒ a resume, and
- ☒ a cover letter including answers to the questions below.

Application Questions:

1. Why would you like to serve on the Planning Commission?
2. Are you willing to commit to attending all Planning Commission meetings, workshops, trainings, and events?

You may submit your application by mail, email or in person. If sending by email, please send to cityrecorder@corb.us.

Leslie Vipond



March 15, 2025

City of Rockaway Beach
Planning Commission
Rockaway Beach, OR 97136

Dear City Manager Shepard and Staff,

I am honored to submit my application for a position on the Planning Commission. Serving my community has always been an important part of my life, and I welcome the opportunity to contribute to the future of Rockaway Beach in a meaningful way.

I have been in leadership positions on boards since I was 14 years old, beginning as the treasurer of the K-State Junior Crew, then serving as vice president and later president—all while still in high school. Currently, I serve as the vice president of Friends of NCRD, where I work to support and enhance recreational opportunities for our community. Through these roles, I have gained valuable experience in governance, strategic planning, and community engagement.

As a property manager handling both short-term and long-term rentals, I have a unique perspective on housing and development that would benefit the Planning Commission. My experience allows me to understand the needs and concerns of both homeowners and residents, providing a balanced viewpoint that can contribute to thoughtful and sustainable planning decisions.

Additionally, I am passionate about **balancing tourism** throughout the year to support local businesses while maintaining the quality of life for residents. I regularly attend Rockaway Beach Business Association meetings and am currently working with the RBBA to develop *Barks & Brews*, a new event for the fall shoulder season that encourages year-round economic vitality. I would welcome the opportunity to bring this balanced approach to the Planning Commission as we consider policies that shape Rockaway Beach's future.

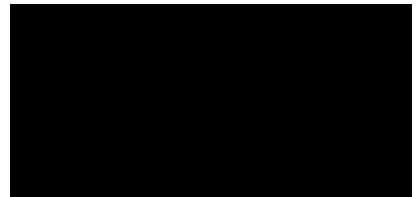
I am fully committed to attending all Planning Commission meetings, workshops, trainings, and events. I understand the importance of consistent participation and informed decision-making, and I am eager to dedicate my time and expertise to this role.

Thank you for your consideration. I would be grateful for the opportunity to serve and look forward to the possibility of working alongside the Commission to support Rockaway Beach's continued success.

Sincerely,

Leslie Vipond

Leslie Vipond



KEY SKILLS AND ACHIEVEMENTS

Leadership and Management:

- Directed Department at non-profit for three years, managing annual budgets and overseeing operational aspects.
- 10 years of supervisory experience with a proven track record of operational and management excellence.
- Spearheaded the creation of emergency childcare during the COVID-19 pandemic.

Donor Relations and Fundraising:

- Secured critical grant funding and managed complex contracts and budgets.
- Developed and maintained a robust volunteer and donor network.
- Led fundraising initiatives that generated significant revenue and secured grants including the recent Gala for the Friends of NCRD which secured over 1 million dollars in funding.

Strategic Planning and Execution:

- Developed and executed strategies to achieve organizational goals.
- Leveraged strengths, identified opportunities, and mitigated risks effectively.
- Produced detailed reports demonstrating mission fulfillment and impact.

EXPERIENCE

PACWEST VACATION RENTALS, MAR ROCA LLC

Owner (STR & LTR Management/Cleaning Company)

OCTOBER 2023 - Present

NORTH COUNTY RECREATION DISTRICT

Director of Youth & Family Programs

MARCH 2019 - MARCH 2022

SKILLS

Proficient on All Computer Systems and Electronic Devices

Types 85 WPM Minimum

COMMUNITY ENGAGEMENT

Vice President: Friends of North County Recreation District

Member: Rockaway Beach Business Association

Volunteer Youth Sports Coach (MPRD & NCRD)

Medical Mission Trip to Haiti (2010)

Volunteer- Eugene Schmuck Foundation at Manzanita Open

LANGUAGE

English (native)

Spanish - Conversational

ASL - Basic

MEREDITH LODGING LLC

General Manager

MAY - NOVEMBER 2018, SEASIDE, OR

SAND DOLLAR RENTALS

Owner/Operator

JANUARY 2018-MARCH 2019, SEASIDE, OR

VACASA

Operations Manager/Assistant General Manager

APRIL 2022 - JUNE 2023, JULY 2014 - MAY 2018, SEASIDE, OR

EDUCATION

Kansas State University

Studied Fine Arts & Economics

PROJECTS

Forest to Sea and Mini-Chef Camps for Youth — *Grant Funded by the Mudd Nick Foundation 2022 (\$3,600)*

DEIA Acoustic Panels — *Grant Funded by The Friends of NCRD 2021 (\$4,375) - See Press [Click Here](#)*

Summer Activities for Youth and Sanitation Stations for Public Fields— *Grant Funded by Trust Management Services, LLC 2021 (\$7,440)*

Summer Educational Field Trips, Fishing Trips, and Camps — *Grant Funded by The Herbert A. Templeton Foundation 2020 (\$7,011) See Press [Click Here](#)*

Emergency Child Care Grant - *Grant Funded by Oregon Department of Education 2020 (\$14,000)*

Development and Deployment of Socially Distanced Youth Sports Programs - *2020-2021 Conditioning Clinic, Pickleball Clinic, Baseball/T-Ball Clinic, Soccer Clinic*

Scholarships for Attendance at Emergency Child Care for families during the Pandemic — *Grant Funded by Tillamook County Covid Relief Fund 2020 (\$5,600)*

Sensory Wall Toys for Socially Distanced Inclusive Play— *Grant Funded by Tillamook County Covid Relief Fund 2020 (\$1,800)*

REFERENCES

Dan Schofield, General Manager
425-449-2239

Eli Anderson, General Contractor
503-440-8090

Robert Derrick, Pinnacle/Shell Manager
503-812-5959