

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: CITY MANAGER

RE: DUE DILIGENCE ACTIVITIES
POTENTIAL ACQUISITION OF UNDERHILL PLAZA

DATE: AUGUST 30, 2017

This is a summary report on activities undertaken by staff to find any issues with acquiring Underhill Plaza as described in the purchasing agreement with Underhill Family, LLC dated July 3, 2017. The Underhill family has submitted the "investigation materials" required by the agreement, and the City has until September 5, 2017 to identify any concerns that might affect the purchase or cause the Council to conclude that the purchase should not go forward. City staff has assembled information so that the Council can choose whether or not to proceed to closing the purchase. This final "due diligence" report will be presented to the Council at its September 5, 2017 meeting. Closing would occur within 30 days of that date.

Asbestos Report

The City engaged IRS Environmental Services to identify any asbestos or other hazardous materials in the buildings that would have to be removed in order to remodel or tear down the buildings. A site inspection was performed on August 8, 2017. An asbestos inspection report is included in your agenda materials. The report concludes that there is asbestos in a number of items in the building. As this inspection did not attempt to go above the ceiling, there may be additional items that may need to be addressed. The general estimate to remove and properly dispose of the asbestos materials is \$60,000 to \$75,000. Given the age of these buildings, this result is not unexpected.

Underground Storage Tank

The Underhills reported that when the buildings were a school, there was an underground storage tank on the Division Street side of the building for heating oil. Before the buildings were sold to the Underhills in the 1960s, the underground tank was drained and dug up. It was cut in half, filled with concrete and buried on the site. This was done before the DEQ process for decommissioning tanks was established, and DEQ has no record of the tank. The City Manager was shown by the current owner where the tank was thought to be buried.

As requested by the Council, Xavier Environmental Services was retained to evaluate whether there was any soil contamination due to the heating oil underground tank. A representative of the company visited the site on August 25, 2017 and examined the area where the tank was thought to be. Unfortunately, the company representative was unable to conclusively locate the underground tank. He used metal detectors, but did not locate a large enough metal object that could be a tank. He also probed the ground, but his equipment only went down four feet. Therefore, no soil samples were taken because the tank was either buried too far down to locate easily, or the tank is located somewhere else on the site.

Staff will contact the property owner and DEQ before the Council meeting to get their input. Xavier Environmental has suggested that the City may need to hire a company to locate the tank with radar, which may be an expensive process. Only then could soil samples be obtained which would indicate whether or not there was any soil contamination.

Insurance

The City's insurance agent, Hudson Insurance, discussed the proposed land acquisition with City/County Insurance Services (CIS). Assuming that the City wishes to allow the current tenants to remain until plans are firmed up for the City's use of the site, CIS recommends that each tenant provide a certificate of insurance with the City as a named insured. Staff is reviewing the current tenant agreements to see if this is already required. Obviously, our agent said that the path with the least liability would be to not have tenants. However, staff recommends that the tenants be allowed to stay until more definite plans are developed for the site.

Financing

The purchase agreement with Underhill Family LLC provides that the City would pay interest only payments for two years at a rate of 3.5% per annum and then pay Underhill Family LLC the entire remaining principal amount at the end of the two years. Although this would allow the City to develop a long term payback strategy, staff explored the option of financing the purchase with a bank note now so that the interest outlay would be minimized.

Staff contacted the Government Banking office of Washington Federal, which is the bank that financed the Visitors Center acquisition and reconstruction. The City will pay a total of \$400,000 as the down payment upon closing. Attached are three options for paying off the \$1,350,000 balance. You will note that the projected interest rates are more attractive than the 3.5% rate in the purchase agreement. For the 10 year option, the City would pay \$155,100 per year with a projected 2.72% interest rate. Options for 12 and 15 year amortizations are also presented at slightly higher rates, but lower annual payments.

Staff prepared a long term budget projection to show what the impact on the City General Fund will be from financing the land purchase with current revenues only. Many assumptions are made, but staff concludes generally that an annual payment of \$155,000-\$160,000 is possible. However, money would be directed away from road and storm drainage improvements, and after about 5 years, the allocation for road and storm drainage projects would likely go down. This analysis does not include any payments for buildings, and a separate financing strategy would have to be developed to build anything on the site.

Conclusion

Even though there will be expenses to remove the hazardous materials from the site, staff feels that the benefits of holding this property outweigh the issues that will need to be addressed. The City should proceed with acquiring this property. Soil contamination, if there is any, would only be a major issue if the City were to sell the property in the future. It would be prudent to spend the money to find out if there is any soil contamination, but given the price the City is paying for the land, it would still be cost-effective to do the soil remediation and asbestos removal.

A

ASBESTOS INSPECTION
City of Manzanita
635-655 Manzanita Ave
Manzanita, Oregon

1.0 INTRODUCTION

IRS Environmental of Portland, Inc. has completed an asbestos inspection prior to renovation or demolition of an occupied space that was formerly an elementary school. The space has been split into several retail/commercial spaces. The survey for asbestos containing building materials was completed on 8/8/2017 at the request of Jerald Taylor with the City of Manzanita. The survey was completed by Bruce Korum (Certification # IR-16-6467A), an accredited AHERA Building Inspector under 40 CFR, Part 763, Subpart E, and Appendix C. This report presents the asbestos survey methods, findings, and conclusion.

2.0 PURPOSES AND SCOPE

Various local, state, and federal regulations govern the use and management of Asbestos Containing Materials (ACM). The codes are generally focused on preventing airborne emissions of asbestos fibers and addressing public and worker health concerns for exposure to asbestos during demolition or renovation projects. The Environmental Protection Agency (EPA) requires that any material that contains greater than 1% asbestos be handled as an asbestos containing material.

3.0 SUSPECT MATERIALS TESTED FOR ASBESTOS CONTENT

The number of samples taken for any surfacing material is determined by CFR Part 763.86, which requires:

- 3 samples for each material that is present in quantities of 1,000 SF or less.
- 5 samples for each material that is present in quantities of 1,000 - 5,000 SF.
- 7 samples for each material that is present in quantities of greater than 5,000 SF.

In some cases, the inspector is allowed to use discretion and take fewer samples of factory manufactured (not site mixed) materials such as VCT, ceiling tile, and roofing. The following materials were tested for asbestos content and returned results of greater than 1% asbestos, we have also listed materials that contained trace amounts of asbestos:

MATERIAL	LOCATION
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- Floor tile mastic located throughout most of the spaces in the main building. (6000 sq ft).
- Exterior coating on metal od dome building (6500 sq ft)
- Boiler insulation in boiler room (100 sq ft)
- Pipe insulation in boiler room and tunnel. (50 lin ft exposed) pipe quantity in tunnel and behind walls is unknown.

4.0 SUBJECT SITE DESCRIPTION

The subject site is a 1 story commercial building and 1 out building formerly used as a public school. Floor treatments consist of exposed concrete, floor tile, carpet and vinyl. The interior walls are covered with gypsum wallboard, paneling or concrete. The ceilings are covered with gypsum wall board, ceiling tile or exposed wood. The exterior was metal (on dome building), concrete, wood or glass and roofing is a flat built up roof.

5.0 SURVEY METHODOLOGY

The scope of services included identification of any suspected ACM within the specific areas that could be impacted by upcoming activities, to bulk sample and analyze those suspect materials and to provide a report of findings. A general walkover examination was initially completed to plan the asbestos survey, identify functional spaces or distinct areas within the work area, and to develop a sampling scheme for homogeneous areas of suspected ACM. The interior finishes were visually inspected for suspect ACM. Bulk samples were collected in a representative manner by the Inspector based on suspected material contents, as defined by Regulatory codes or guidance's for sampling methods and as applicable to the planned activities. The samples were placed into airtight plastic bags and hand delivered to LabCor in Portland, Oregon. LabCor Portland, Inc. is a NVLAP accredited laboratory for the analysis of bulk materials using Polarized Light Microscopy (PLM).

6.0 IDENTIFIED ASBESTOS CONTAINING SAMPLES – FINDINGS

The following represents a tabulation of bulk samples, which were found to contain asbestos during the preparation of this survey and the results of their analysis.

MATERIAL	LOCATION
• <u>Floor tile mastic located throughout most of the spaces in the main building. (6000 sq ft).</u>	
• <u>Exterior coating on metal od dome building (6500 sq ft)</u>	
• <u>Boiler insulation in boiler room (100 sq ft)</u>	
• <u>Pipe insulation in boiler room and tunnel. (50 lin ft exposed) pipe quantity in tunnel and behind walls is unknown.</u>	

All materials listed above were in good condition at time of survey

7.0 RECOMMENDATION

This report represents IRS Environmental of Portland, Inc., findings and conclusions based on the scope of services agreed to by the client and within the client's schedule and budget. All findings are based on readily available and reasonably ascertainable information on site conditions at the time of the survey and for the known regulations in affect at that time. The services provided include professional opinions and judgments based on readily available information, field observations and measurements, and analytical reports by an independent laboratory.

The materials identified in this report as Asbestos Containing should be monitored semi-annually and any changes to their condition noted. If, over time, any of these materials are removed from the structure, notes should be made and the quantities should be subtracted from the inventory. All activities impacting these materials should be conducted by Certified Asbestos Workers under the direction of a Certified Asbestos Supervisor.

The specific conditions and limitations of the AHERA Building Inspector Certification have influenced these results. The bulk samples collected in connection with this survey only indicate the presence or absence of the investigated contaminant within the discrete sample units. Although each sample was collected from an area most likely to be affected by the contaminant and accessible to the inspector, affected areas may exist in areas not sampled or for potential contaminants not selected for analysis and characterization. Any analytical results included in this report should be considered only as indicators of possible site conditions with specific statistical significance and influenced by sampling technique and laboratory methodology.

IRS Environmental of Portland, Inc. recommends that any impact to the materials identified above in this report be conducted using approved asbestos abatement methods including notification to the local air pollution authority (if required) wet removal methods, engineering controls to capture any asbestos fibers during removal. We further recommend the use of a licensed Asbestos Abatement Contractor and trained certified workers to complete all abatement.

8.0 LIMITATIONS OF THIS REPORT

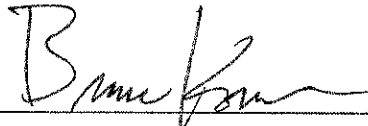
We have prepared this Survey Report to aid in maintaining this property and reference for potential future remodeling/ Demolition projects. This report is for the exclusive use of City of Manzanita, the structure owner, and IRS Environmental. This report applies only to the subject detailed above and shall not be relied upon by any other party without the prior written consent of the inspector that prepared the report.

IRS Environmental's work is performed in a professional manner with the best interests of our client in mind. IRS Environmental's objective is to perform our work with care, exercising the customary thoroughness and competence of professionals in the relevant disciplines; in accordance with the standard for these services at the time and location those services are rendered. *It is important to recognize that even the most comprehensive scope of services may fail to detect environmental liability on a particular site.* Therefore, IRS Environmental cannot act as insurers and cannot "certify or underwrite" that a site is free of environmental contamination and no expressed or implied representation or warranty is included or intended in our reports except that our work was performed within the limits prescribed by our client, with the customary thoroughness and competence of our profession.

Within the limitations of scope, schedule and budget, our services have been executed in accordance with generally accepted practices in this area at the time this report was prepared. No other conditions, expressed or implied, should be understood. Nothing in this report should be interpreted as legal advice; the information contained here is for information only.

10.0 SUGGESTED PROCEDURE FOR COMMUNICATING SURVEY FINDINGS TO AFFECTED PARTIES

The results of this survey should be posted on site for ALL CONTRACTORS AND SERVICE PERSONNEL to see. A copy of this report should be provided to all persons who may come in contact with materials that are known to contain asbestos. The following is a signed acknowledgment to be collected and signed by anyone who is provided a copy of this report.

Signature 
Bruce Korum
Title: Inspector/ Project Manager

Date 8-24-2017

Firm Name IRS Environmental of Portland, Inc.
Address 777 SW Armco Ave. - Hillsboro, Oregon 97123
Phone No. 503-693-6388

174845

IRS Environmental of Portland, Inc

777 SW Armco Ave. Hillsboro, Or. 97123
 Phone: 503-693-6388 Fax: 503-693-7221
<http://www.irsenvironmental.net>

Bulk Samples

Sampled By: Bruce Korum

Lab#

Project Name: CITY of MANZANITA

Date: 8/8/17

Project Location: 635-655 MANZANITA AVE

Reg. Rush

Sample ID #	Description of Material	Sample Location	Homogeneous Area	Sq. Ft.	Condition of Material
1	EXTERIOR COATING (GRAY)	on metal siding & roof	HUT	80x80	
2	WINDOW GLAZING	1 WINDOW on HUT	HUT	40sq. ft.	
3	Sheetrock + mud	Floor covering STORE		3000	
4	INSULATION PANEL	on walls & ceilings of metal shed		2000	
5	Sheetrock + mud	addition to ART BLDG		10x18	
6	Floor tile + mstc	ART BLDG FLOOR		37x24	
7	PLASTER	WALL of GALLERY			
8	Ceiling tile	" "	Throughout		
9	Floor tile + mstc	" "	Lower level	4500+ 2000 + 24x36	
10	Vinyl	COUNTERTOP GALLERY			
11	Boiler INSUL.	Boiler Room		80sq ft	
12	PIPE INSUL	Boiler Room	TUNNEL	56' EXPOSED + tunnel	
13	Roofing	FRONT of BLDG		8500 7500	
14					
15					

864

Sent To: Lab- Cor

Relinquished By: BK

Received By: Jillian Lambert

Date Received: 8-8-17 5:10PM



Lab/Cor Portland, Inc.
4321 SW Corbett Ave., Ste A
Portland, OR 97239

BULK SAMPLE ASBESTOS ANALYSIS

Phone: (503) 224-5055
http://www.labcorpdx.net

Asbestos and Environmental Analysis

Client: IRS Environmental of Portland, Inc.
777 SW Armco Ave
Hillsboro, OR 97123

Report Number: 174845R01
Report Date: 08/11/2017

P.O. No: n/a

Job Number: 174845

Project Name: City of Manzanita

Project Number: 635-655 Manzanita Ave

Project Notes:

Client Sample ID: 1	Sample ID: S1	Date Analyzed: 08/11/2017
Client Sample Description: Exterior Coating (Gray); On Metal Siding + Roof; Hut; 80x80 sq. ft.		Analyst: Ellie Brown
Asbestos Mineral Fibers	Layer	Percent Asbestos:
	Percent: Chrysotile Amosite Crocidolite	
Layer 01 coating, silver	25 % 2 % - -	2 %
Layer 02 tar, black, with coating, brown/red	75 % 8 % - -	8 %
Other Fibers	Fibrous Glass Cellulose Mineral Wool Synthetic Other	Matrix
Layer 01	- - - - -	98 %
Layer 02	- - - - -	92 %



Client Sample ID: 2	Sample ID: S2	Date Analyzed: 08/11/2017
Client Sample Description: Window Glazing; 1 Window on Hut; Hut; 40 ea.		Analyst: Ellie Brown
Asbestos Mineral Fibers	Layer	Percent Asbestos:
	Percent: Chrysotile Amosite Crocidolite	
Homogeneous fine compact powder, grey, with paint, white/brown	100 % - - -	NAD
Other Fibers	Fibrous Glass Cellulose Mineral Wool Synthetic Other	Matrix
	- Trace - - -	100 %

**Lab/Cor Portland, Inc.**4321 SW Corbett Ave., Ste A
Portland, OR 97239**BULK SAMPLE ASBESTOS ANALYSIS**Phone: (503) 224-5055
http://www.labcorpdx.net*Asbestos and Environmental Analysis***Client:** IRS Environmental of Portland, Inc.
777 SW Armco Ave
Hillsboro, OR 97123**Report Number:** 174845R01**Report Date:** 08/11/2017**Job Number:** 174845**P.O. No:** n/a**Project Name:** City of Manzanita**Project Number:** 635-655 Manzanita Ave

Client Sample ID: 3	Sample ID: S3	Date Analyzed: 08/11/2017
Client Sample Description: Sheetrock + Mud; Floor Covering Store; 3000 sq. ft.	Analyst: Ellie Brown	
Asbestos Mineral Fibers	Layer	Percent Asbestos:
	Percent: Chrysotile Amosite Crocidolite	
Layer 01		
textured paint, white, with fibrous backing	30 % - - -	NAD
Layer 02		
chalky material, white, with fibrous backing	70 % - - -	NAD
Other Fibers	Fibrous Glass Cellulose Mineral Wool Synthetic Other	Matrix
Layer 01	- Trace - - Talc Trace -	100 %
Layer 02	- 2 % - - - -	98 %

Client Sample ID: 4	Sample ID: S4	Date Analyzed: 08/11/2017
Client Sample Description: Insulation Panel; On Walls + Ceilings of Metal Shed; 2000 sq. ft.	Analyst: Ellie Brown	
Asbestos Mineral Fibers	Layer	Percent Asbestos:
	Percent: Chrysotile Amosite Crocidolite	
Homogeneous		
compressed fibers, brown/black	100 % - - -	NAD
Other Fibers	Fibrous Glass Cellulose Mineral Wool Synthetic Other	Matrix
	- 85 % - - - -	15 %

Asbestos and Environmental Analysis

Client: IRS Environmental of Portland, Inc.
777 SW Armco Ave
Hillsboro, OR 97123

Report Number: 174845R01

Report Date: 08/11/2017

Job Number: 174845

P.O. No: n/a

Project Name: City of Manzanita

Project Number: 635-655 Manzanita Ave

Client Sample ID: 5

Sample ID: S5

Date Analyzed: 08/11/2017

Client Sample Description: Sheetrock + Mud; Addition to Art Bldg; 10x18 sq. ft.

Analyst: Ellie Brown

<u>Asbestos Mineral Fibers</u>	Layer				Percent Asbestos:	
	Percent	Chrysotile	Amosite	Crocidolite		
Layer 01 fine compact powder, off-white, micaceous, with textured paint, off-white, and fibrous backing	60 %	-	-	-	NAD	
Layer 02 chalky material, white	40 %	-	-	-	NAD	
<u>Other Fibers</u>	Fibrous Glass	Cellulose	Mineral Wool	Synthetic	Other	Matrix
Layer 01	-	-	-	-	-	100 %
Layer 02	-	2 %	-	-	-	98 %

Client Sample ID: 6

Sample ID: S6

Date Analyzed: 08/11/2017

Client Sample Description: Floor tile + mstc; Art Bldg Floor; 37x24 sq. ft.

Analyst: Ellie Brown

<u>Asbestos Mineral Fibers</u>	Layer				Percent Asbestos:	
	Percent	Chrysotile	Amosite	Crocidolite		
Layer 01 vinyl, grey	50 %	2 %	-	-	2 %	
Layer 02 mastic, black	2 %	-	-	-	NAD	
Layer 03 vinyl, blue	48 %	6 %	-	-	6 %	
<u>Other Fibers</u>	Fibrous Glass	Cellulose	Mineral Wool	Synthetic	Other	Matrix
Layer 01	-	-	-	-	-	98 %
Layer 02	-	Trace	-	-	-	100 %
Layer 03	-	-	-	-	-	94 %

Asbestos and Environmental Analysis

Client: IRS Environmental of Portland, Inc.
777 SW Armco Ave
Hillsboro, OR 97123

Report Number: 174845R01
Report Date: 08/11/2017

Job Number: 174845
Project Name: City of Manzanita
Project Number: 635-655 Manzanita Ave

P.O. No: n/a

Client Sample ID: 7	Sample ID: S7	Date Analyzed: 08/11/2017	
Client Sample Description: Plaster; Wall of Gallery Layer		Analyst: Ellie Brown	
Asbestos Mineral Fibers	Percent: Chrysotile Amosite Crocidolite		Percent Asbestos:
Homogeneous			
granular compact powder, grey, with paint, blue/white	100 % - - -		NAD
Other Fibers	Fibrous Glass Cellulose Mineral Wool Synthetic Other		Matrix
	- Trace - - -		100 %

Comments: Suboptimal amount of material provided for analysis; results may not be representative of the parent material.

Client Sample ID: 8	Sample ID: S8	Date Analyzed: 08/11/2017	
Client Sample Description: Ceiling Tile; Wall of Gallery Layer		Analyst: Ellie Brown	
Asbestos Mineral Fibers	Percent: Chrysotile Amosite Crocidolite		Percent Asbestos:
Homogeneous			
compressed fibers, brown, with paint, white	100 % - - -		NAD
Other Fibers	Fibrous Glass Cellulose Mineral Wool Synthetic Other		Matrix
	- 98 % - - -		2 %

Client Sample ID: 9	Sample ID: S9	Date Analyzed: 08/11/2017	
Client Sample Description: Floor tile + mstc; Wall of Gallery; Throughout Layer		Analyst: Ellie Brown	
Asbestos Mineral Fibers	Percent: Chrysotile Amosite Crocidolite		Percent Asbestos:
Homogeneous			
tile, black/red/white	100 % 12 % - -		12 %
Other Fibers	Fibrous Glass Cellulose Mineral Wool Synthetic Other		Matrix
	- - - - -		88 %



Asbestos and Environmental Analysis

Client: IRS Environmental of Portland, Inc.
777 SW Armco Ave
Hillsboro, OR 97123

Report Number: 174845R01

Report Date: 08/11/2017

Job Number: 174845

P.O. No: n/a

Project Name: City of Manzanita

Project Number: 635-655 Manzanita Ave

Client Sample ID: 10	Sample ID: S10	Date Analyzed: 08/11/2017	
Client Sample Description: Vinyl; Countertop Gallery		Analyst: Ellie Brown	
Asbestos Mineral Fibers	Layer		Percent Asbestos:
	Percent: Chrysotile Amosite Crocidolite		
Layer 01			
vinyl, blue	60 % - - -		NAD
Layer 02			
fibrous backing, black, with mastic, brown	40 % - - -		NAD
Other Fibers	Fibrous Glass Cellulose Mineral Wool Synthetic Other		Matrix
Layer 01	- - - - -		100 %
Layer 02	- 85 % - - -		15 %

Client Sample ID: 11	Sample ID: S11	Date Analyzed: 08/11/2017	
Client Sample Description: Boiler Insul; Boiler Room; 80 sq. ft.		Analyst: Ellie Brown	
Asbestos Mineral Fibers	Layer		Percent Asbestos:
	Percent: Chrysotile Amosite Crocidolite		
Homogeneous			
fibrous material, grey	100 % 50 % - -		50 %
Other Fibers	Fibrous Glass Cellulose Mineral Wool Synthetic Other		Matrix
	- 50 % - - -		0 %



Client Sample ID: 12	Sample ID: S12	Date Analyzed: 08/11/2017	
Client Sample Description: Pipe Insul; Boiler Room; Tunnel; 50' exposed + Tunnel		Analyst: Ellie Brown	
Asbestos Mineral Fibers	Layer		Percent Asbestos:
	Percent: Chrysotile Amosite Crocidolite		
Homogeneous			
fibrous powder, white	100 % 5 % 20 % -		25 %
Other Fibers	Fibrous Glass Cellulose Mineral Wool Synthetic Other		Matrix
	- - - - -		75 %



Asbestos and Environmental Analysis

Client: IRS Environmental of Portland, Inc.
777 SW Armco Ave
Hillsboro, OR 97123

Report Number: 174845R01

Report Date: 08/11/2017

Job Number: 174845

P.O. No: n/a

Project Name: City of Manzanita

Project Number: 635-655 Manzanita Ave

Client Sample ID: 13	Sample ID: S13	Date Analyzed: 08/11/2017
Client Sample Description: Roofing; Front of Bldg; 8500 sq. ft.		Analyst: Ellie Brown
Asbestos Mineral Fibers		Percent Asbestos:
Layer		
Percent:	Chrysotile Amosite Crocidolite	
Homogeneous		
rocky fibrous tar, black	100 % - - -	NAD
Other Fibers		
	Fibrous Mineral	
	Glass Cellulose Wool Synthetic Other	Matrix
	10 % - - - -	90 %

This laboratory participates in the National Voluntary Laboratory Accreditation Program (NVLAP). Testing method is per 40 CFR 763 Subpart F, Appendix A, PLM. This report and the data contained therein cannot be used to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the U.S. Government.

- "NAD" is No Asbestos Detected.
- Asbestos consists of the following minerals: chrysotile, amosite, crocidolite, tremolite, actinolite, anthophyllite.
- Material binders, such as those found in vinyl floor tiles, may prevent the detection of small diameter asbestos fibers. A gravimetric preparation and point-count is recommended for such samples.
- Quantitative analysis by PLM point count or TEM may be recommended for samples testing at < or = to 1% asbestos.
- The following estimate of error for this method by visual estimation of asbestos percent are as follows:
1% asbestos: 0-3% error, 5% asbestos: 1-9% error, 10% asbestos: 5-15% error, 20% asbestos: 10-30% error.
- This report pertains only to the samples listed on the report. Report considered valid only when signed by analyst.

Reviewed by:

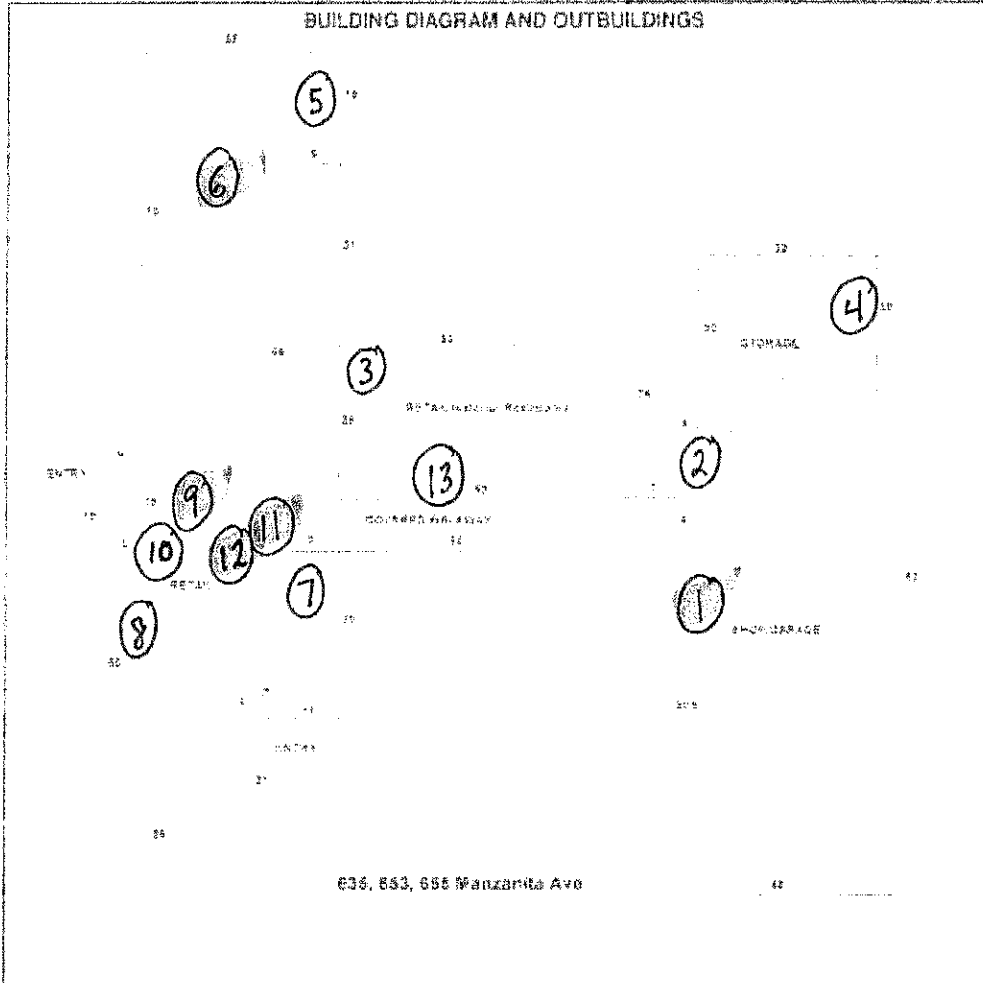
x Ellie A. Brown

Ellie Brown
Analyst

BUILDING DIAGRAM - From the Tillamook County Records

Map: 3N1009A022503 587

Scale: 1/8" = 1'



Appraiser	Date	Tag	Description	Sq Ft	Comments
			SHED/GARAGE	1875	
			STORAGE	50	
			RETAIL (Retail Building)	1850	
			RETAIL	1100	
			COVERED WALKWAY	110	
			ENTRANCE	50	

THIS IS TO CERTIFY THAT
BRUCE KORUM
HAS SUCCESSFULLY COMPLETED THE TRAINING COURSE
for
ASBESTOS INSPECTOR REFRESHER

In accordance with TSCA Title II, Part 763, Subpart E, Appendix C of 40 CFR

Course Date: 05/05/2017

Course Location: Portland, OR


Certificate: IR-17-6467A



AHERA is the Asbestos Hazard Emergency Response Act enacting Title II of Toxic Substance Control Act (TSCA)

Expiration Date: 05/05/2018

For verification of the authenticity of this certificate contact:
PBS Environmental
4412 SW Corbett Avenue
Portland, OR 97239
(503) 248-1939


Greg Baker, Instructor

(B)

City of Manzanita, Oregon

10 Years

\$1,350,000 Full Faith and Credit Financing Agreement, Series 2017

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
9/26/2017				
3/26/2018	59,190.82	2.72%	18,360.00	77,550.82
9/26/2018	59,995.82	2.72%	17,555.00	77,550.82
3/26/2019	60,811.76	2.72%	16,739.06	77,550.82
9/26/2019	61,638.80	2.72%	15,912.02	77,550.82
3/26/2020	62,477.09	2.72%	15,073.73	77,550.82
9/26/2020	63,326.77	2.72%	14,224.05	77,550.82
3/26/2021	64,188.02	2.72%	13,362.80	77,550.82
9/26/2021	65,060.98	2.72%	12,489.84	77,550.82
3/26/2022	65,945.80	2.72%	11,605.02	77,550.82
9/26/2022	66,842.67	2.72%	10,708.15	77,550.82
3/26/2023	67,751.73	2.72%	9,799.09	77,550.82
9/26/2023	68,673.15	2.72%	8,877.67	77,550.82
3/26/2024	69,607.11	2.72%	7,943.71	77,550.82
9/26/2024	70,553.76	2.72%	6,997.06	77,550.82
3/26/2025	71,513.29	2.72%	6,037.53	77,550.82
9/26/2025	72,485.87	2.72%	5,064.95	77,550.82
3/26/2026	73,471.68	2.72%	4,079.14	77,550.82
9/26/2026	74,470.90	2.72%	3,079.92	77,550.82
3/26/2027	75,483.70	2.72%	2,067.12	77,550.82
9/26/2027	76,510.28	2.72%	1,040.54	77,550.82
Total	1,350,000.00		201,016.40	1,551,016.40

Washington Federal.
invested here.

\$1,350,000 Full Faith and Credit Financing Agreement, Series 2017

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
9/26/2017				
3/26/2018	47,803.32	2.77%	18,697.50	66,500.82
9/26/2018	48,465.40	2.77%	18,035.42	66,500.82
3/26/2019	49,136.64	2.77%	17,364.18	66,500.82
9/26/2019	49,817.18	2.77%	16,683.64	66,500.82
3/26/2020	50,507.15	2.77%	15,993.67	66,500.82
9/26/2020	51,206.68	2.77%	15,294.14	66,500.82
3/26/2021	51,915.89	2.77%	14,584.93	66,500.82
9/26/2021	52,634.92	2.77%	13,865.90	66,500.82
3/26/2022	53,363.92	2.77%	13,136.90	66,500.82
9/26/2022	54,103.01	2.77%	12,397.81	66,500.82
3/26/2023	54,852.33	2.77%	11,648.49	66,500.82
9/26/2023	55,612.04	2.77%	10,888.78	66,500.82
3/26/2024	56,382.27	2.77%	10,118.55	66,500.82
9/26/2024	57,163.16	2.77%	9,337.66	66,500.82
3/26/2025	57,954.87	2.77%	8,545.95	66,500.82
9/26/2025	58,757.55	2.77%	7,743.27	66,500.82
3/26/2026	59,571.34	2.77%	6,929.48	66,500.82
9/26/2026	60,396.40	2.77%	6,104.42	66,500.82
3/26/2027	61,232.89	2.77%	5,267.93	66,500.82
9/26/2027	62,080.97	2.77%	4,419.85	66,500.82
3/26/2028	62,940.79	2.77%	3,560.03	66,500.82
9/26/2028	63,812.52	2.77%	2,688.30	66,500.82
3/26/2029	64,696.32	2.77%	1,804.50	66,500.82
9/26/2029	65,592.46	2.77%	908.36	66,500.82
Total	1,350,000.00		246,019.68	1,596,019.68

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City of Manzanita, Oregon**15 Years**

\$1,350,000 Full Faith and Credit Financing Agreement, Series 2017

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
9/26/2017				
3/26/2018	36,407.49	2.84%	19,170.00	55,577.49
9/26/2018	36,924.48	2.84%	18,653.01	55,577.49
3/26/2019	37,448.80	2.84%	18,128.69	55,577.49
9/26/2019	37,980.58	2.84%	17,596.91	55,577.49
3/26/2020	38,519.90	2.84%	17,057.59	55,577.49
9/26/2020	39,066.88	2.84%	16,510.61	55,577.49
3/26/2021	39,621.63	2.84%	15,955.86	55,577.49
9/26/2021	40,184.26	2.84%	15,393.23	55,577.49
3/26/2022	40,754.88	2.84%	14,822.61	55,577.49
9/26/2022	41,333.60	2.84%	14,243.89	55,577.49
3/26/2023	41,920.53	2.84%	13,656.96	55,577.49
9/26/2023	42,515.81	2.84%	13,061.68	55,577.49
3/26/2024	43,119.53	2.84%	12,457.96	55,577.49
9/26/2024	43,731.83	2.84%	11,845.66	55,577.49
3/26/2025	44,352.82	2.84%	11,224.67	55,577.49
9/26/2025	44,982.63	2.84%	10,594.86	55,577.49
3/26/2026	45,621.38	2.84%	9,956.11	55,577.49
9/26/2026	46,269.21	2.84%	9,308.28	55,577.49
3/26/2027	46,926.23	2.84%	8,651.26	55,577.49
9/26/2027	47,592.58	2.84%	7,984.91	55,577.49
3/26/2028	48,268.40	2.84%	7,309.09	55,577.49
9/26/2028	48,953.81	2.84%	6,623.68	55,577.49
3/26/2029	49,648.95	2.84%	5,928.54	55,577.49
9/26/2029	50,353.97	2.84%	5,223.52	55,577.49
3/26/2030	51,068.99	2.84%	4,508.50	55,577.49
9/26/2030	51,794.17	2.84%	3,783.32	55,577.49
3/26/2031	52,529.65	2.84%	3,047.84	55,577.49
9/26/2031	53,275.57	2.84%	2,301.92	55,577.49
3/26/2032	54,032.08	2.84%	1,545.41	55,577.49
9/26/2032	54,799.37	2.84%	778.12	55,577.49
Total	1,350,000.00		317,324.70	1,667,324.70

Washington Federal.
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Analysis of Revenues and Expenditures - General Fund
2013-2027



		Fiscal Year ending June 30														
		Audit Actual	Audit Actual	Audit Actual	Audit Actual	EOY Actual	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate
		2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Revenues																
	Property Tax	170,737	178,131	189,834	190,015	191,897	193,816	195,754	197,712	199,689	201,686	203,703	205,740	207,797	209,875	211,974
	Transient Lodging Tax	442,622	505,291	573,007	609,353	668,539	650,000	656,500	663,065	669,696	676,393	683,157	689,988	696,888	703,857	710,895
	Fines and Forfeitures	56,025	60,654	64,543	45,734	64,042	64,682	65,329	65,983	66,642	67,309	67,982	68,662	69,348	70,042	70,742
	State Shared Revenues	27,683	27,937	29,262	24,813	34,774	30,700	31,314	31,940	32,579	33,231	33,895	34,573	35,265	35,970	36,689
	Franchise Fees	36,658	41,102	44,055	69,566	57,126	57,697	58,274	58,857	59,446	60,040	60,640	61,247	61,859	62,478	63,103
	Licenses and Fees	237,529	202,844	173,760	192,060	192,234	194,156	196,098	198,059	200,039	202,040	204,060	206,101	208,162	210,243	212,346
	IGA revenues	39,896	41,996	43,696	46,500	48,000	48,000	48,480	48,965	49,454	49,949	50,448	50,953	51,462	51,977	52,497
	Other	39,915	22,043	10,317	10,400	9,551	9,647	9,743	9,840	9,939	10,038	10,139	10,240	10,342	10,446	10,550
	TOTAL REVENUES	1,051,065	1,079,998	1,128,474	1,188,441	1,266,163	1,248,699	1,261,492	1,274,421	1,287,484	1,300,685	1,314,024	1,327,503	1,341,124	1,354,888	1,368,796
Expenditures																
	Administration	176,874	154,610	173,843	174,478	177,362	179,136	180,927	182,736	184,564	186,409	188,273	190,156	192,058	193,978	195,918
	Police	346,427	405,407	427,079	443,826	401,393	413,435	425,838	438,613	451,771	465,324	479,284	493,663	508,473	523,727	539,439
	Building	69,670	55,571	61,253	125,871	84,990	70,000	70,700	71,407	72,121	72,842	73,571	74,306	75,049	75,800	76,558
	Court	37,148	42,419	43,400	44,541	45,934	46,393	46,857	47,326	47,799	48,277	48,760	49,247	49,740	50,237	50,740
	Parks	37,513	41,867	44,610	66,972	45,615	46,071	46,532	46,997	47,467	47,942	48,421	48,905	49,395	49,888	50,387
	Civic Improvements	556	52,970	6,953	3,153	-	4,000	4,040	4,080	4,121	4,162	4,204	4,246	4,289	4,331	4,375
	Non Department	85,946	73,384	10,856		3,210	3,242	3,275	3,307	3,340	3,374	3,407	3,442	3,476	3,511	3,546
	Contingency						80,000	62,253	63,557	64,895	66,266	67,674	69,117	70,598	72,118	73,677
	TOTAL EXPENDITURES	754,134	826,228	767,994	858,841	758,504	842,277	840,422	858,024	876,079	894,598	913,595	933,083	953,077	973,591	994,639
Transfers																
	Transfer to Public Safety Equip	26,800	26,200	26,200	26,200	26,200	26,200	26,200	26,200	26,200	26,200	26,200	26,200	26,200	26,200	26,200
	Transfer to Roads	206,200	185,000	170,000	250,000	320,000	120,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
	Transfer to Storm Drain	30,000	30,000	30,000	50,000	50,000	100,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
	Transfer to City Hall Expansion	5,000	20,000	20,000	50,000	50,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000
	TOTAL TRANSFERS	268,000	261,200	246,200	376,200	446,200	406,200	411,200	411,200	411,200	411,200	411,200	411,200	411,200	411,200	411,200
REVENUES LESS EXPENDITURES																
	AND TRANSFERS	28,931	(7,430)	114,280	(46,600)	61,459	222	9,871	5,196	206	(5,113)	(10,771)	(16,780)	(23,153)	(29,903)	(37,043)