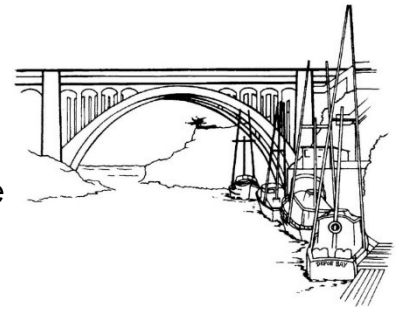


# City of Depoe Bay

## Emergency Preparedness Committee Regular Meeting



August 14, 2023 – Monday, 4:00 PM  
Water Treatment Plant – 455 NE Collins Street  
Depoe Bay City Hall – 570 SE Shell Avenue

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*The meeting location is accessible to the public or call (888) 204-5987, access code 9599444 to attend.  
Public comments may be made via email up to two hours before the meeting start time at  
[info@cityofdepoebay.org](mailto:info@cityofdepoebay.org)*

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### **AGENDA**

***The Committee is meeting at the Depoe Bay Water Treatment Plant for a tour of a potential cache storage site then will return to City Hall by 4:30 PM for the regular meeting.***

- I. Call Meeting to Order and Establish a Quorum
- II. Approve Minutes: July 10, 2023 Regular Meeting
- III. Goals Updates
  - A. Assessing Neighborhood Readiness
  - B. Readiness Plan
  - C. Education/Awareness/Outreach
  - D. Continuation of Municipal Services
  - E. Readiness Resources
  - F. Funding
- IV. Adjourn

Depoe Bay City Hall is accessible to the disabled. If special accommodations are needed, please notify City Recorder at 765-2361 48 Hours in advance of the meeting so that appropriate assistance can be provided.  
TTY# 1-800-735-2900

"This institution is an equal opportunity provider."

## Emergency Preparedness Committee Minutes

Depoe Bay City Hall  
July 10, 2023 @ 4:30 PM

- I. CALL THE MEETING TO ORDER AND ESTABLISH A QUORUM. The meeting called to order at 4:30 PM.

Members Present: Councilors J. King and L. Bedingfield; members K. Andreika, and D. Wolf-Feibus  
Absent: C. Berry  
Staff: City Recorder K. Wollenburg; Public Works Director, B. Weidner  
Guests: None

- II. APPROVE MINUTES.  
June \_\_\_, 2023 Regular Meeting

**Motion:** King made a motion to approve the presented minutes; seconded by Andreika. Motion carried with no corrections to presented meetings.

- III. OPEN DISCUSSION  
King inquired if Weidner was able to purchase items identified from the 2022-2023 budget. He indicated that he purchased eighteen water barrels. He said he is getting the shelving material, tarps, and wants to purchase a solar powered exhaust vent.

Wollenburg announced that we should be getting the funds for the container for the City Hall location soon. King announced an urgency to get the new container filled plus scope out City-owned property to place another container and get it stocked. The Committee agreed that the City needs another cache on the other side of the harbor, where the majority of the City population resides. Weidner plans to talk again to the Hills of Depoe Bay when the time is appropriate regarding their plans for a cache.

Having someone use a drone to map out Depoe Bay was also discussed. This is vital for mapping the community islands. Andreika thought that Sherry, who is involved with CERT, would be able to help us and she would check with her. Andreika believes that the CERT team has already identified population islands.

Weidner announced that there is City property that may be well-suited for another container off Collins and Stanley streets on the north side of Collins. It was decided that the Emergency Preparedness Committee should view the site at 4 PM before the meeting on August 14<sup>th</sup>, 2023. Whatever site is determined, it must be accessible by the citizens.

Bedingfield said that we need to keep track of money spent and items purchased for these caches. This would not only be for food and water, but for electric vents, electric, de-humidifiers, shelving, etc. Wollenburg said she will have a special spreadsheet for tracking this.

An evacuation map was discussed. The City has a paper one that outlines the tsunami zones. There is good information on a phone app called NVS Tsunami per

Wolf-Feibus. The application can be downloaded on a cell phone. This information can also be found online. It shows the evacuation zones and can be formatted for Depoe Bay. This is really good information but in the event of an emergency, we will still have to rely on paper maps if we have no cell tower or electricity. Bedingfield said the fire chief has a map to determine zones and the fire chief has keys to the logging trails for evacuations.

National Night Out on August 1<sup>st</sup> was discussed. Wollenburg said this was going to be a large event with food to eat and representatives from the Sheriff's Department, Coast Guard, and Forrest Department will be in attendance. The event will be for the entire family and games have been planned. There will be door prizes and Mayor Short and Wollenburg plan to ask for donations from local communities.

A flyer will be distributed for National Night Out, and citizens will be encouraged to bring tools, gently used sleeping bags, blankets, etc.

Radio training was discussed. It was agreed that purchasing fifteen radios was a good start. The cost per radio is \$60.00 plus the cost of the permits. Bedingfield asked if Michael Dane and others with the EOC could be invited for radio training.

Wolf-Feibus announced that after an event happens, each pre-determined island should also have a radio. It was determined that the committee can get training on the phone at our next meeting on August 18, 2023. Andreika said she will call Sherry to see when the next CERT training is.

The September 18<sup>th</sup> meeting was discussed. This will be a two-hour meeting and we will have Mara Rausch, Cascade Manager with the Red Cross talk to the committee in the second hour. King announced she will invite the City Council to listen in or be in attendance if they want. King will explain that this is a different presentation than the one given by Michael Johnson, Red Cross volunteer, earlier.

Wolf-Feibus said that Maura was very happy Depoe Bay has an Emergency Preparedness Committee and it has done so much work with emergency preparedness.

Wollenburg suggested that Ms. Rausch attend the city's National Night Out event. Wolf-Feibus said she will invite her but noted that she lived in Eugene and is very busy.

The Committee discussed having Fire Chief Bryan Daniels talk to the Committee in our October 9<sup>th</sup> meeting. Wolf-Feibus was happy to hear this as she has a great concern for wildfires.

The Council had concerns about how to turn things on and off, such as water and emergency during an emergency.

Andreika was asked how often they must change things within the cache at Stonebridge. She said things change about every five years. Wollenburg said she can create a schedule that will help the city with this process.

There was general discussion about how many important things we have learned from the Coronado Shores community. Discussions led to the possibility of our committee somehow showing our appreciation during our committee meeting possibly in November 2023.

Paul Ganz with the Depoe Bay Fire Department is a good contact for us. He works one week and is off for one week. His email address is: [pganze@depobayfire.com](mailto:pganze@depobayfire.com).

King shared that Mayor Short and King have an appointment with Kyle Kennedy who is the Security and Safety Manager for WorldMark for both the Gleneden and Depoe Bay locations. The goal is to make introductions and to see how the city and WorldMark can partner for emergency preparedness.

IV. ADJOURN. The meeting adjourned at 5:15 PM.

The next meeting will be on Monday, August 14 at 4:30 PM.

Respectfully submitted:

Reviewed:

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Kimberly Wollenburg

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Lindsay Bedingfield

**WorldMark Meeting Notes**  
**Joyce King**  
**8.4.23**

I met with Kyle Kennedy today with WorldMark. He is responsible for Security and Safety Management with both the Gleneden and Depoe Bay time shares.

I contacted him several weeks ago to find out what WorldMark is doing in the case of a natural disaster such as an earthquake or tsunami. He was happy to meet with a representative of Depoe Bay about this matter. The parent corporation of the two timeshares is Wyndham Hotels which is a huge worldwide organization.

Even though they are a part of a large corporation with facilities in potential danger zones worldwide, he said he has received very little instruction about what to do before, during or after catastrophic events. He has received flashlights and water purification straws to date. After our initial telephone conversation, he purchased a fifty-gallon water barrel and realizes he needs more water.

Kyle is new to his position, but he does have autonomy to make decisions and he would like to possibly partner with the City of Depoe Bay to make sure he is better prepared. His manager is Amy and he wants to present a plan for her and request money for caches and supplies.

The Depoe Bay time share has a yearly average of 400 people daily including guests and employees. The time share in Gleneden has a daily average of 350 people including guests and employees. Both facilities are almost always one hundred percent occupied.

I told Kyle that the Emergency Preparedness Committee with the city has been researching what we need in our caches. I told him we should be receiving our first cache soon and it is going to be located at City Hall. We are currently looking for other locations to house at least one more cache for the other side of the bridge. Kyle would like to know where containers can be purchased and what type of supplies we are purchasing. I told him by purchasing containers and cache supplies together, we may get a better price. I told him we work with Bruce Polvi at the Electronic Super Store in Lincoln City, OR. Bruce said that we could get a local discount. I also told him we have a resource for where to purchase containers.

He asked about other caches in the area. I told him there is one in Coronado Shores, Stonebridge, Little Whale Cove, and a few others. He lives in Stonebridge and is aware of the cache there. He asked if we are working with the Hills of Depoe Bay, and I told him we were. We are not sure currently what their plans are for a cache, but we are following up with them.

He asked about evacuation routes. Both of his facilities will be in critical need during a tsunami since they are so low. We talked about Gleneden which has very little higher ground. Their guests in Depoe Bay may have a chance since there are high hills to go to. I told him I will check with our Public Works Director Brady Weidner or Fire Chief Bryan Daniels to see if they have evacuation routes. Assembly areas are important, and he hopes to have them posted for all to see.

We talked about possible cache sites mentioning that the city has property off Collins and Stanley streets for possible sites. We talked about the possibility of WorldMark, Depoe Bay, having a cache where the city cache may be potentially. (No terms discussed). He thought there might be a good area for a cache in Gleneden at the airport hangar for the By-Planes. They recently received flyers from the By-Plane company, so he has a phone number to call and check on it. His wife is a real-estate agent, and she may know of other possible cache sites. As I side note, when I left our appointment, I went by the By-Plane hangar. It looks high enough and there are several large structures there and the area looks spacious. The concern I have is that the road to it dips down from US Highway 101, and might be non-navigable for cars.

He mentioned wanting a two-way radio. I told him our Emergency Operations Center recommended a phone and they are being purchased. He would like to know more about these phones. He will need the two locations to be in communication.

He hopes to attend the Great Oregon Shake Out to be held October 19<sup>th</sup> sponsored by Lincoln County. I told him that our guest at our Emergency Preparedness Meeting on September 18<sup>th</sup> was a regional director for the Red Cross. He would like to attend that meeting.

He is interested in hearing more about CERT and possibly getting CERT training.

I told him I would research his questions and get back to him as soon as I can.