



AGENDA & Notice of Work Session & Regular Meeting of City Council

The City Council of the City of Newport will hold a work session at **12:00 noon**, on **Monday, March 16, 2009**, in Conference Room "A" at City Hall. The regular Council meeting begins at **6:00 P.M., on Monday, March 16, 2009**. The regular meeting will be held in the Council Chambers, 169 S.W. Coast Highway, Newport, Oregon 97365. A copy of the meeting agenda follows.

The work session and meeting location 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 in advance of the meeting to Peggy Hawker, City Recorder (541)574-0613.

The City Council reserves the right to add or delete items as needed, change the order of the agenda, and discuss any other business deemed necessary at the time of the work session and/or meeting. Action Items that do not require a public hearing may be moved up earlier in the meeting.

WORK SESSION AGENDA

12:00 Noon
City Council

- I. Questions regarding evening agenda items
- II. Executive Session pursuant to 192.660(2).(a.) to discuss the hiring of a city manager

REGULAR COUNCIL AGENDA
6:00 P.M.
City Council

Any person wishing to speak on any item should complete the sign-in form and hand it to the City Recorder.

- I. Roll Call
- II. Recognition of Donors to the City's K-9 Program
- III. Consent Calendar
 - A. Approval of Minutes from the Regular City Council Meeting, Work Session, and Executive Session of March 2, 2009..... **Pages 1 - 6**
 - B. Listing of Claims Paid – February 2009..... **Pages 7 - 21**
 - C. Police Department Report – February 2009..... **Page 22**
 - D. Fire Department Report – February 2009..... **Pages 23 - 24**
- IV. Council Members' Reports and Comments
- V. Officers' Reports
 - A. Mayor's Report
 - B. City Manager's Report
 - C. City Attorney's Report
- VI. Discussion items and presentations to Council (Items that do not require immediate council action, such as presentations, discussion of potential future action items)
 - A. Community Land Trust Presentation – Clay Martin
 - B. Council 2009-10 Mission Statement and Goals..... **Pages 25 - 28**
- VII. Public Comment (Normal maximum per person 3 minutes, but may be adjusted based on number of persons wishing to comment. Any person who does not get an opportunity to comment will be allowed to comment during Agenda Item VIII.) NOTE: If the public comment portion of the meeting has not started by

6:45 p.m., the Council will end discussion of other items and proceed to public comment at that time.

7:00 P.M.

- VIII. Action items (Items expected to result in motions, resolutions, orders, or ordinances)
- A. Public Hearing on File 1-CP-09 – Comprehensive Plan Amendments Adopting the 2008 Water System Master Plan..... **Pages 29 - 59**
 - B. Resolution No. 3460 - Endorsing an Application for State Parks Grant Funding..... **Pages 60 - 61**
 - C. Special Event Fee Waiver Request – Newport Loyalty Days..... **Pages 62 - 91**
 - D. Special Event Fee Waiver Request – Farmer’s Market... **Pages 92 - 97**
 - E. Special Event Fee Waiver Request – 2009 Newport High School Senior Grad Night..... **Pages 98-112**
 - F. Special Event Fee Waiver Request – Oregon Coastal Quilters Guild – Quilt Show..... **Pages 113-120**
 - G. Ordinance No. 1976 - Ordinance Allowing Explanatory Statements on Ballots..... **Pages 121-122**
- IX. Public Comment (Additional time for public comment – 5 minutes per speaker)
- X. Unfinished Items
- XI. Adjournment
-

March 2, 2009
6:00 P.M.
Newport, Oregon

The City Council of the City of Newport met on the above date in the Council Chambers of the Newport City Hall. On roll call, Bain, Kilbride, Brusselback, Patrick, McConnell, Obtshka, and Bertuleit were present.

Staff attending was as follows: City Manager Shaddox, City Recorder Hawker, City Attorney Firestone, Finance Director Riessbeck, Community Development Director Bassingthwaite, Public Works Director Ritzman, and Police Chief Miranda.

CERT UPDATE

Mike Mulligan presented a semi-annual update on CERT activities. Mulligan responded to Council questions.

CONSENT CALENDAR

The consent calendar consisted of the following items:

- A. Approval of minutes from the February 13, 2009 work session on City Council goals and objectives, executive sessions of February 13, 2009 and February 17, 2009, and the work session and regular City Council meeting of February 17, 2009;
- B. OLCC application for a new outlet – Red Door Café.

MOTION was made by Patrick, seconded by Bertuleit, to approve the consent calendar as amended by removal of the 2009-10 City Council goals and objectives and the removal of Henson from the February 17, 2009 City Council work session minutes. The motion carried unanimously in a voice vote.

COUNCILOR'S REPORTS AND COMMENTS

Obtshka reported on a recent Library Foundation meeting.

Obtshka reported that the senior center renovation grant is pending, and senior center rental fees are being discussed.

Brusselback reported on a recent meeting of the Parks and Recreation Committee.

Brusselback reported on a recent meeting of the Georgia-Pacific Task Force.

McConnell reported on a recent meeting of the Ten Year Housing Plan Stakeholders.

McConnell reported that he has arranged a presentation by Clay Martin from the Community Land Trust for the next City Council meeting.

McConnell requested an excused absence from the April 6 meeting, and permission to attend the March 16 meeting by telephone. MOTION was made by Bertuleit, seconded by Patrick, to approve McConnell's requests. The motion carried unanimously in a voice vote.

OFFICER'S REPORTS

Report of the Mayor. Bain reported that he chaired the Elks clean-up crew at the Seafood and Wine Festival. He noted that the extended bus hours were well received.

Bain reported on a recent CWACTION meeting.

Bain reported on the past years activities of the Meals on Wheels.

Bain reported that April 1, 2009 is City Hall Day at the capitol.

Bain reported that he had received a letter and booklet from the US Census Bureau.

Report of the City Manager. Shaddox reported that the city was notified that the LOC and ODOT are coordinating a statewide conference call on Friday regarding stimulus funding. ODOT has scheduled another meeting regarding this topic.

Shaddox reported that he, Riessbeck, and Firestone participated in a meeting with the city's bond team in preparation of document submission and an interview with Standard and Poor's regarding the city's bond rating. He noted that the city is on track to sell the bonds by March 31.

PUBLIC COMMENT

Patty Louisiana reported that she has submitted a fee waiver request on behalf of Loyalty Days. She updated Council on planned activities.

Bain reported on the Field of Honor and medal ceremony. Linda Kilbride discussed activities associated with this project.

DISCUSSION ITEMS

Warren property proposal. Bassingthwaite distributed a map of the area. Mike Warren appeared before Council and expressed interest in donating approximately 75 acres of their property to the city for parks and recreation purposes, along with easements for trails over the remaining portion of their 121-acre property. Bassingthwaite reviewed the proposal. Warren responded to Council questions, and recommended Council visit the site. Bertuleit supports the proposal.

Jay Fineman, representing the Oregon Coast Community Forest Foundation, expressed support for the Warren proposal.

MOTION was made by Bertuleit, seconded by McConnell, to direct staff to work with the Warren's and the Community Forest group and return to Council with recommendations. The motion carried unanimously in a voice vote.

ACTION ITEMS

Resolutions directing staff to prepare engineer's reports for formation of Local Improvement Districts in the Benson Road area (water distribution pipelines, sewer collection pipelines, and a sewer lift station and force main). Ritzman explained the history of this issue, and noted that the passage of these resolutions is the first step in the formation of the LID's for the Benson Road area. He noted that at the time the report is presented, there would be a public hearing. Patrick recused herself as she owns property

on Benson Road. Ritzman reported that a letter was recently sent to property owners requesting reaffirmation on the LID's. He reported that approximately 60% responded affirmatively. Chris Minor, representing opponents of the Benson Road project, addressed Council. He noted that the basis of his objection is the expense of the project. He stated that now is not the time to move forward with this project, and that the assessment system is unfair to individual owners. MOTION was made by Brusselback, seconded by Bertuleit, to adopt Resolution No. 3457, directing the city engineer to prepare preliminary engineer's estimates for the Benson Road lift station and pressure sewer LID, Project No. 1-2009. The motion carried unanimously in a voice vote. MOTION was made by Brusselback, seconded by Bertuleit, to adopt Resolution No. 3458, directing the city engineer to prepare preliminary engineer's estimates for the Benson Road water LID, Project No. 2-2009. The motion carried unanimously in a voice vote. MOTION was made by Brusselback, seconded by Bertuleit, to adopt Resolution No. 3459, directing the city engineer to prepare preliminary engineer's estimates for the Benson Road gravity sewer LID, Project No. 3-2009. The motion carried unanimously in a voice vote.

DISCUSSION ITEMS

Annual presentation regarding the OCCA agreement with the city. Catherine Rickbone, executive director of OCCA, reported on this fiscal year's activities of PAC and the VAC. She requested continued support from the city for the activities of OCCA.

ACTION ITEMS

Set hearing date for a street vacation of a portion of SW 12th Street south of SW Abbey Street (File No. 1-SV-08). Bassingthwaite reported that this vacation had been initiated by City Council on July 21, 2008, on behalf of Peter Lawson and Nancy Jane Reid. MOTION was made by Patrick, seconded by Obteshka, to set the City Council public hearing date, on File No. 1-SV-08, for April 6, 2009. McConnell reported that he knows the applicants and has been to the location. The motion carried unanimously in a voice vote.

Ordinance No. 1974 amending the NW Natural franchise agreement. Firestone reported that this would amend the franchise agreement to reduce the fee paid by industrial customers to provide parity between different energy providers. He noted an amendment to ordinance should read "ordained" rather than "resolved." MOTION was made by Patrick, seconded by Kilbride, to read Ordinance No. 1974 by title only, and place for final passage with the change as stated. The motion carried unanimously in a voice vote. Shaddox read the title of Ordinance No. 1974. Voting aye on the adoption of Ordinance No.1974 were Brusselback, Obteshka, Bertuleit, McConnell, Patrick, Bain, and Kilbride.

Investment policy for GO bonds. Riessbeck explained the need for a policy for the investment proceeds from the GO bond sale. MOTION was made by McConnell, seconded by Patrick, to adopt the "State Treasurer's Short-Form Investment Policy for

Bond Proceeds Only” as the City of Newport’s policy for investment of the 2009 general obligation bond proceeds. The motion carried unanimously in a voice vote.

Ordinance No. 1975 amending the Municipal Code regarding water system cross connections. Firestone explained that this ordinance is presented as a request of the public works department to ensure that water lines are not contaminated by cross connections. MOTION was made by Obtshka, seconded by Brusselback, to read Ordinance No. 1975 by title only, and place for final passage. The motion carried unanimously in a voice vote. Shaddox read the title of Ordinance No. 1975. Voting aye on the adoption of Ordinance No. 1975 were Kilbride, Bain, Patrick, McConnell, Bertuleit, Obtshka, and Brusselback.

COUNCIL COMMENTS

Bertuleit asked whether Council wanted a discussion regarding goals and objectives. Shaddox suggested that staff wordsmith the suggested additions and changes, and place the matter on the consent calendar of the next agenda.

ADJOURNMENT

Having no further business, the meeting adjourned at 8:52 P.M.

Margaret M. Hawker, City Recorder

William D. Bain, Mayor

March 2, 2009
Noon
Newport, Oregon

CITY COUNCIL WORK SESSION

Councilors present: Bain, Henson, Patrick, Kilbride, Brusselback, McConnell, Obteshka, and Bertuleit.

Staff present: Shaddox, Hawker, Firestone, Bassingthwaite, Smith, Ritzman, Riessbeck, Crook, Miranda, and Protiva.

Council discussed the following items:

1. Obteshka requested that the 2009-10 City Council goals and objectives be removed from the consent calendar.
2. There will be several reports on various meetings by Council liaisons this evening.
3. Shaddox will update Council on the GO bonds this evening.
4. A brief discussion ensued regarding the Warren property proposal.
5. Guy Faust updated Council on the activities of the Oregon Coast Community College Small Business Development Center and on the Small Business Management Program. He requested continued City Council support as a cooperative sponsor for a state grant, and funding in the amount of \$7,500 in next year's city budget.
6. Ritzman presented an update on the scope and funding of the Bay Boulevard project. It was suggested that staff prepare a list of funding options, and the bid, and return to Council with a detailed analysis. It was noted that the city should reserve the right not to award a bid.
7. Patty Louisiana appeared on behalf of Loyalty Days. It was noted that the fee waiver event on behalf of Loyalty Days would appear on the next regular agenda.
8. Kathrine Pedersen and Marsha Williams appeared on behalf of the Friends of the Aquatic Center. Shaddox distributed copies of the report that he submitted to Council, and Williams distributed financial information. MOTION was made by Patrick, seconded by Brusselback, to enter executive session, pursuant to 192.660(2).(f.) to discuss records that are exempt from public inspection. The motion carried in a voice vote with McConnell voting no. Council entered executive session at 1:28 P.M. MOTION was made by Patrick, seconded by Brusselback, to return to the Council work session. The motion carried unanimously in a voice vote, and Council returned to its work session at 1:31 P.M.
9. MOTION was made by Patrick, seconded by Brusselback to enter executive session pursuant to 192.660(2).(e.) to discuss real property negotiations. The motion carried unanimously in a voice vote, and Council entered executive session at 1:35 P.M.
10. MOTION was made by Patrick, seconded by Brusselback, to return to the Council work session. The motion carried unanimously in a voice vote, and Council returned to its work session at 2:10 P.M.

11. MOTION was made by Patrick, seconded by Brusselback, to direct the city manager and city attorney to evaluate, and obtain an estimated cost of, bringing the property on 3rd Street to city standards as a parking lot. The motion carried unanimously in a voice vote.
12. MOTION was made by Patrick, seconded by Brusselback to enter executive session pursuant to 192.660(2.)(e.) to discuss real property negotiations. The motion carried unanimously in a voice vote, and Council entered executive session at 2:15 P.M.
13. MOTION was made by Patrick, seconded by Brusselback, to return to the Council work session. The motion carried unanimously, and Council returned to its work session at 2:57 P.M.

Having no further business, the meeting adjourned at 2:57 P.M.

CITY OF NEWPORT
Monthly Disbursements
February 2009

Vendor Name	Check Date	Check Number	Dept	Amount
A.E. Nelson Leather Co	2/19/2009	2885	1070	55.84
Aboveboard Electric, Inc	2/6/2009	2658	4520	916.44
Aboveboard Electric, Inc	2/11/2009	2866	4520	1,606.97
Aboveboard Electric, Inc	2/19/2009	2890	4520	870.95
Ace Alarms	2/6/2009	2712	1100	156.00
Ace Alarms	2/6/2009	2712	7005	70.00
Ace Alarms	2/11/2009	2805	1200	146.00
Ace Alarms	2/19/2009	2891	4830	141.90
Action Networks, Inc	2/9/2009	2767	1900	680.00
AFLAC	2/28/2009	3011	1020	84.89
AFLAC	2/28/2009	3011	1050	79.14
AFLAC	2/28/2009	3011	1070	652.31
AFLAC	2/28/2009	3011	1090	266.22
AFLAC	2/28/2009	3011	1200	103.80
AFLAC	2/28/2009	3011	1400	56.70
AFLAC	2/28/2009	3011	1500	43.30
AFLAC	2/28/2009	3011	4010	95.62
Agate Beach Supply Co.	2/11/2009	2806	5510	36.95
AKT Retirement System, Inc	2/19/2009	2893	1900	1,600.00
Albinio, Melanie	2/11/2009	2865	4870	507.50
ALL- STAR ENGRAVING	2/11/2009	2807	1010	11.00
ALL- STAR ENGRAVING	2/11/2009	2807	1020	11.00
ALL- STAR ENGRAVING	2/11/2009	2807	1070	6.00
ALL- STAR ENGRAVING	2/11/2009	2807	1900	6.00
ALL- STAR ENGRAVING	2/19/2009	2894	1070	43.95
Allstart Auto Electric, Inc	2/11/2009	2808	7005	195.60
Allstart Auto Electric, Inc	2/19/2009	2895	3605	28.40
American Soccer Co., Inc.	2/19/2009	2896	4870	109.14
AMREL	2/11/2009	2809	1070	154.67
Analytical Laboratory & Consul	2/6/2009	2659	4510	395.00
Analytical Laboratory & Consul	2/19/2009	2897	4010	770.00
Anderson, John D	2/11/2009	2867	4870	152.95
Anderson, Tim	2/11/2009	2868	4870	198.75
Associated Investigative Svcs.	2/12/2009	2869	1900	33,798.03
AT&T	2/28/2009	3012	7110	50.75
AT&T Mobility	2/19/2009	2898	1020	72.25
Auto Additions, Inc	2/6/2009	2660	1070	1,041.92
Avaya, Inc	2/6/2009	2713	1090	55.00
Axiom Northwest, Inc	2/19/2009	2899	4010	213.55
Bain, Bill	2/6/2009	2714	1010	100.26
Bain, Bill	2/11/2009	2810	1010	203.20

CITY OF NEWPORT
Monthly Disbursements
February 2009

Vendor Name	Check Date	Check Number	Dept	Amount
Baker & Taylor Entertainment	2/6/2009	2661	1100	70.21
Baker & Taylor Entertainment	2/11/2009	2811	1100	14.79
Baker & Taylor Entertainment	2/19/2009	2900	1100	580.11
Bank of America	2/11/2009	2812	1010	39.00
Bank of America	2/11/2009	2812	1400	850.00
Bank of America	2/11/2009	2812	4870	25.00
Bank of America	2/11/2009	2812	7005	209.95
Bank of America, NA	2/19/2009	2883	2200	206,981.25
Barrelhead Supply, Inc	2/6/2009	2662	3805	294.58
Barrelhead Supply, Inc	2/6/2009	2662	4020	31.66
Barrelhead Supply, Inc	2/6/2009	2662	4510	33.75
Barrelhead Supply, Inc	2/9/2009	2768	1090	50.11
Barrelhead Supply, Inc	2/9/2009	2768	4020	29.64
Barrelhead Supply, Inc	2/9/2009	2768	4510	20.43
Barrelhead Supply, Inc	2/9/2009	2768	7110	51.06
Barrett Business Svices, Inc	2/6/2009	2715	7005	596.75
Barrett Business Svices, Inc	2/6/2009	2715	7110	712.25
Barth, Brian & Karen	2/6/2009	2716	4000	12.91
Batteries Northwest	2/19/2009	2901	3605	212.85
Batteries Northwest	2/19/2009	2901	3805	173.85
Beal, Sierra	2/28/2009	3013	4800	30.00
Bear, Gregory Reed	2/28/2009	3014	4000	35.61
Bell Hardware of Salem	2/19/2009	2902	1200	110.34
Benson, Kyrie Gerard	2/6/2009	2717	4000	104.77
BLACKWOOD, LEE ROBERT	2/6/2009	2718	4870	20.00
Blossom Shop, The	2/6/2009	2663	3605	75.99
Blumenthal Uniforms & Equipmnt	2/19/2009	2903	1070	159.96
BRENNTAG PACIFIC, INC	2/19/2009	2904	4010	9,334.98
Bridge City Legal, Inc.	2/12/2009	2870	1900	5,300.00
Brown, Alan Tire Center	2/6/2009	2664	3605	100.22
Brown, Alan Tire Center	2/19/2009	2905	1510	29.50
Brown, Alan Tire Center	2/19/2009	2905	7005	1,191.63
Brown, Jeff A/V Productions	2/6/2009	2719	1010	360.00
Brown, Jeff A/V Productions	2/19/2009	2906	1010	540.00
Building Department, Llc , The	2/6/2009	2665	4610	3,783.94
Building Department, Llc , The	2/6/2009	2665	4620	603.88
Building Department, Llc , The	2/11/2009	2813	4610	1,468.58
Building Department, Llc , The	2/11/2009	2813	4620	570.60
Bullfrog Enterprises	2/19/2009	2907	3610	148.33
Cafe Stephanie	2/9/2009	2769	1010	48.20
Calhoun and DeJong, Inc.	2/19/2009	2908	7110	849.12

CITY OF NEWPORT
Monthly Disbursements
February 2009

Vendor Name	Check Date	Check Number	Dept	Amount
Canyon Way Restaurant & Bookst	2/19/2009	2909	1100	67.38
Car Colors, LLC	2/11/2009	2814	3805	1,226.58
Carquest Auto Parts	2/6/2009	2666	1090	98.24
Carquest Auto Parts	2/6/2009	2666	3605	110.64
Carquest Auto Parts	2/6/2009	2666	7005	21.65
Carquest Auto Parts	2/9/2009	2770	3605	50.79
Carquest Auto Parts	2/9/2009	2770	7005	14.28
Carquest Auto Parts	2/9/2009	2770	7110	88.11
Carson Oil Co	2/6/2009	2720	7005	500.09
Carson Oil Co	2/6/2009	2720	7110	500.08
Carson Oil Co	2/9/2009	2771	3605	894.04
Cascades West Fncl. Serv., Inc	2/19/2009	2910	1900	25.00
Cedar Creek Quarries, Inv	2/6/2009	2667	3805	1,538.32
Cedar Creek Quarries, Inv	2/19/2009	2911	3805	69.39
Central Coast Excavating, Inc	2/11/2009	2815	4520	7,529.50
Central Coast Excavating, Inc	2/11/2009	2860	4520	2,136.20
Central Coast Excavating, Inc	2/19/2009	2912	4520	17,759.50
Central Lincoln P.U.D	2/6/2009	2668	4010	339.04
Central Lincoln P.U.D	2/6/2009	2721	4510	1,368.66
Central Lincoln P.U.D	2/11/2009	2816	various	10,691.12
Central Lincoln P.U.D	2/19/2009	2913	various	45,896.90
Central Lincoln P.U.D	2/23/2009	3006	4020	881.28
Central Lincoln P.U.D	2/23/2009	3006	4510	3,555.75
Central Lincoln P.U.D	2/28/2009	3015	1900	171.42
Central Lincoln P.U.D	2/28/2009	3015	7110	367.94
Charter Communications	2/9/2009	2772	4010	57.99
Charter Communications	2/28/2009	3016	4830	31.55
Cheek, Rebecca	2/12/2009	2871	4870	403.20
CHEMSEARCH	2/6/2009	2722	3605	245.77
City County Insurance Service	2/19/2009	2914	1020	175.00
City of Newport	2/9/2009	2773	7005	148.42
City of Newport	2/9/2009	2773	7110	59.40
Clemons, Julia E.R	2/6/2009	2723	4870	378.00
Coast Range Equipment and Repa	2/6/2009	2669	4520	2,305.59
Coast Range Equipment and Repa	2/11/2009	2817	4520	889.40
Coastal Arts Guild	2/9/2009	2774	4040	80.00
Coastal Arts Guild	2/9/2009	2774	4540	80.00
Coastal Paper & Supply	2/6/2009	2670	4830	69.05
Coastal Paper & Supply	2/19/2009	2915	1510	72.72
Coastal Paper & Supply	2/19/2009	2915	4810	425.80
Coastal Paper & Supply	2/19/2009	2915	4830	820.03

CITY OF NEWPORT
Monthly Disbursements
February 2009

Vendor Name	Check Date	Check Number	Dept	Amount
Coastal Refrigeration	2/11/2009	2818	1525	383.73
Coastal Refrigeration	2/28/2009	3017	1200	540.96
COASTCOM, INC	2/6/2009	2724	1900	385.46
Coates & Kokes	2/19/2009	3004	7005	22,782.30
CODE 4	2/19/2009	2916	1070	396.00
Cohen, Rebecca	2/28/2009	3018	1100	231.35
Collegiate Pacific	2/6/2009	2671	4870	29.28
Collegiate Pacific	2/19/2009	2917	4870	143.96
Copeland Lumber	2/9/2009	2775	1510	7.00
COVER MATERIAL SALES, INC	2/19/2009	2918	1100	87.03
Crichton, Athena	2/6/2009	2725	4000	109.00
Cummings, Tamara	2/12/2009	2872	4870	180.60
Curry Marine	2/6/2009	2726	1090	408.60
Curtis, L.N. & Sons	2/11/2009	2819	1090	-60.41
Curtis, L.N. & Sons	2/11/2009	2819	5210	165.84
Daily Journal of Commerce	2/6/2009	2727	1200	35.88
Daily Journal of Commerce	2/19/2009	2919	3605	59.76
Daly, Jerome	2/28/2009	3019	1510	20.00
Davis Wright Tremaine, LLP	2/11/2009	2820	4010	1,101.19
Dell Marketing L.P	2/19/2009	2920	1100	229.00
Demco	2/11/2009	2821	1100	15.69
Demco	2/19/2009	2921	1100	235.51
Department of Justice	2/11/2009	2822	1070	105.00
Dept of Consumer & Business	2/6/2009	2672	1200	97.36
Dickinson, Steve	2/6/2009	2728	1510	3,093.08
Dickinson, Steve	2/19/2009	2922	1510	22.50
Dickinson, Steve	2/28/2009	3020	1510	2,796.00
Digital Studio	2/6/2009	2729	7430	15,000.00
DLA, Inc.	2/19/2009	2923	5510	2,024.00
DMV Driver & Motor Vehicle Ser	2/19/2009	2924	1070	2.50
Dotson, Julie	2/28/2009	3021	4000	82.45
Eastern Oregon University	2/6/2009	2730	7430	712.50
EDMO Distributors, Inc	2/19/2009	2925	7110	11.07
Electronic Superstore	2/19/2009	2926	1070	322.50
Embarcadero Resort Hotel	2/19/2009	2927	1020	1,500.00
Emerald Springs	2/6/2009	2673	4510	43.50
Engineered Control Products	2/6/2009	2674	4010	471.88
Englund Marine Supply	2/6/2009	2675	3805	7.35
Englund Marine Supply	2/11/2009	2823	4520	28.35
Englund Marine Supply	2/19/2009	2928	4020	85.14
Englund Marine Supply	2/19/2009	2928	4510	49.08

CITY OF NEWPORT
Monthly Disbursements
February 2009

Vendor Name	Check Date	Check Number	Dept	Amount
Englund Marine Supply	2/19/2009	2928	7005	154.20
Enviro-Clean Equipment, Inc	2/11/2009	2824	4520	902.22
Equs Lending LLC	2/6/2009	2732	4000	102.84
Ewing, Cheryl	2/28/2009	3022	1020	15.66
Fastenal Company	2/6/2009	2676	4510	22.11
FERGUSON ENTERPRISES, INC NW	2/11/2009	2864	4520	275.00
FERGUSON ENTERPRISES, INC NW	2/28/2009	3023	1510	85.16
Food Share of Lincoln County	2/6/2009	2733	7430	575.00
Fowler, Lindsay	2/28/2009	3024	4800	10.00
Friends of the Newport Aquatic	2/19/2009	2887	7430	1,150.00
Fuller, Robert	2/6/2009	2734	7005	157.00
Fuller, Robert	2/28/2009	3025	7005	89.50
Garage Door Sales	2/6/2009	2735	1090	72.50
Gibson, Mike	2/28/2009	3026	4000	25.26
Global Equipment Co., Inc.	2/6/2009	2677	4830	415.93
Globalstar USA	2/11/2009	2826	1070	11.52
Gray's, R Bargain Yard	2/19/2009	2930	1010	56.00
Gray's, R Bargain Yard	2/19/2009	2930	1070	36.00
Gray's, R Bargain Yard	2/19/2009	2930	1090	87.80
Greater Newport Chamber of Crc	2/11/2009	2827	1070	100.00
Greater Newport Chamber of Crc	2/19/2009	2931	7430	500.00
Groth-Gates Heating & Sheet Me	2/19/2009	2932	7430	55.00
Halco Welding, Inc	2/6/2009	2678	4520	225.85
Halco Welding, Inc	2/11/2009	2828	3805	1,070.00
Halco Welding, Inc	2/11/2009	2828	4520	25.00
Halsey Sign, Inc	2/19/2009	2933	1070	216.50
Harris Office	2/6/2009	2679	1070	232.36
Harris Office	2/6/2009	2679	1525	29.98
Harris Office	2/11/2009	2829	1400	79.99
Harris Office	2/19/2009	2934	1070	379.90
Harris Office	2/19/2009	2934	1400	49.85
Harris Office	2/19/2009	2934	4870	216.96
Hart, Roger	2/12/2009	2873	4870	152.95
Harvey's Lock & Key service	2/11/2009	2830	7005	294.50
Harvey's Lock & Key service	2/19/2009	2935	4810	15.00
Harvey's Lock & Key service	2/19/2009	2935	7430	51.60
Hasty Awards	2/6/2009	2737	4870	127.35
Hawker, Margaret	2/19/2009	2936	1010	20.75
HD Supply Waterworks, LTD	2/6/2009	2738	4010	672.50
HD Supply Waterworks, LTD	2/6/2009	2680	4020	3,556.98
HD Supply Waterworks, LTD	2/19/2009	2937	4020	418.96

CITY OF NEWPORT
Monthly Disbursements
February 2009

Vendor Name	Check Date	Check Number	Dept	Amount
Hein, Phoebe	2/28/2009	3027	4800	97.94
Hendrix, Tonya	2/6/2009	2739	4000	47.71
Hobbs & Hopkins, LTD.	2/19/2009	2938	1510	860.00
Hudgins, Matthew	2/11/2009	2859	7005	160.00
Hudgins, Matthew	2/11/2009	2859	7110	240.00
Hudgins, Matthew	2/19/2009	2939	7110	400.00
Hudgins, Matthew	2/28/2009	3029	7110	800.00
Hughes, Heather	2/6/2009	2741	4810	5.20
Hughes, Heather	2/28/2009	3030	4810	18.97
Hutton, John	2/6/2009	2742	1070	110.00
Idea Print Works	2/11/2009	2831	4870	173.00
Idea Print Works	2/19/2009	2940	1070	523.42
Idea Print Works	2/19/2009	2940	4870	271.00
Industrial Welding Supply, Inc	2/19/2009	2941	4510	37.90
Industrial Welding Supply, Inc	2/19/2009	2941	7005	28.85
Ingram Library Services	2/6/2009	2681	1100	446.32
Ingram Library Services	2/11/2009	2832	1100	172.67
Ingram Library Services	2/19/2009	2942	1100	1,710.50
Integra	2/6/2009	2682	various	2,445.94
J.C. Market	2/6/2009	2683	1070	184.66
J.C. Market	2/6/2009	2683	4870	110.94
J.C. Market	2/19/2009	2943	4870	11.16
Jimco Fence Inc	2/11/2009	2833	4520	305.75
Joe's Wake Up! Espresso	2/6/2009	2743	1020	49.50
Joe's Wake Up! Espresso	2/6/2009	2743	1050	30.00
Jonason, Dave	2/19/2009	2944	7000	360.00
KEIRANS, JENNIFER	2/28/2009	3031	1100	61.10
King Office Equipment & Design	2/19/2009	2945	1070	4,314.32
Kovatch Mobile Equipment	2/11/2009	2834	1090	26.19
KPPT-AM/KPPT FM	2/19/2009	2946	4800	150.00
KPPT-AM/KPPT FM	2/19/2009	2946	4870	150.00
KSHL Radio	2/19/2009	2947	4870	250.00
Landmark Audiobooks	2/11/2009	2835	1100	274.50
Lantz Phillips, Katie	2/28/2009	3032	4000	37.51
League of Oregon Cities	2/6/2009	2684	1010	160.00
League of Oregon Cities	2/19/2009	2948	1900	20.00
Leather Works	2/6/2009	2744	4000	20.30
Lehrer, John B., M.D	2/11/2009	2836	4520	140.00
Lincoln County	2/28/2009	3066	1080	44,229.62
Lincoln County Clerk	2/19/2009	2949	1020	91.00
Lincoln County Clerk	2/28/2009	3033	1900	43.00

CITY OF NEWPORT
Monthly Disbursements
February 2009

Vendor Name	Check Date	Check Number	Dept	Amount
Lincoln County Clerk	2/28/2009	3065	3610	9.75
Lincoln County Comm Agency	2/6/2009	2746	1080	47,308.20
Lincoln County Comm Agency	2/28/2009	3034	1080	13,902.81
Lincoln County Consortium	2/6/2009	2745	7910	13,716.82
Lincoln County Fleet Services	2/19/2009	2950	1090	66.58
Lincoln County Public Works	2/11/2009	2837	1070	2,061.72
Lincoln County Public Works	2/11/2009	2837	3605	2,518.26
Lincoln County Public Works	2/11/2009	2837	4620	42.75
Lincoln County Public Works	2/19/2009	2951	1510	371.46
Lincoln County Public Works	2/19/2009	2951	7005	496.74
Lincoln County Public Works	2/19/2009	2951	7110	51.63
Lincoln Equipment, Inc	2/6/2009	2685	4810	13.75
Lincoln Equipment, Inc	2/11/2009	2838	4810	632.61
Lloyd, Robert Sheet Metal, Inc	2/19/2009	2952	1200	1,000.00
Lockmasters of Newport	2/6/2009	2686	4830	12.00
LUMBERMENS/ProBuild	2/6/2009	2687	1090	11.26
LUMBERMENS/ProBuild	2/6/2009	2687	1510	175.63
LUMBERMENS/ProBuild	2/6/2009	2687	3605	60.21
LUMBERMENS/ProBuild	2/6/2009	2687	3805	15.19
LUMBERMENS/ProBuild	2/6/2009	2687	4810	11.10
LUMBERMENS/ProBuild	2/6/2009	2687	7005	32.29
LUMBERMENS/ProBuild	2/6/2009	2687	7110	52.22
LUMBERMENS/ProBuild	2/6/2009	2687	5510	4.65
LUMBERMENS/ProBuild	2/9/2009	2776	1090	65.82
LUMBERMENS/ProBuild	2/9/2009	2776	1510	74.99
LUMBERMENS/ProBuild	2/9/2009	2776	4020	34.32
LUMBERMENS/ProBuild	2/9/2009	2776	4810	2.84
Lyle Signs, Inc.	2/6/2009	2688	3805	619.92
M & E Septic Service	2/11/2009	2839	4010	175.00
M & N Construction	2/12/2009	2880	5150	6,016.98
Mayer/Reed	2/19/2009	2953	7430	9,061.00
McPherson Supply Company	2/11/2009	2795	1090	204.92
Miranda, Mark	2/19/2009	2954	1900	60.00
Nationwide Retirement Solution	2/28/2009	3036	various	9,319.93
NCL of Wisconsin, Inc	2/6/2009	2689	4510	777.09
NEWPORT AUTO PARTS, INC	2/6/2009	2690	1090	138.01
NEWPORT AUTO PARTS, INC	2/6/2009	2690	4020	6.88
NEWPORT AUTO PARTS, INC	2/6/2009	2690	4510	12.88
NEWPORT AUTO PARTS, INC	2/6/2009	2690	4520	26.24
NEWPORT AUTO PARTS, INC	2/9/2009	2777	1090	166.00
Newport Diesel & Marin Co, Inc	2/19/2009	2955	3605	3,105.37

CITY OF NEWPORT
Monthly Disbursements
February 2009

Vendor Name	Check Date	Check Number	Dept	Amount
Newport Electronics	2/6/2009	2691	7005	37.94
Newport Electronics	2/19/2009	2956	1090	6.95
Newport Fire Fighters Assn	2/28/2009	3037	1090	441.38
Newport Glass Compny, Inc	2/6/2009	2692	4870	113.40
Newport Glass Compny, Inc	2/19/2009	2957	1090	94.10
Newport Marathon	2/19/2009	3005	7430	4,000.00
Newport Marine & R V Service	2/19/2009	2958	1090	13.49
Newport Police Association	2/28/2009	3038	1070	1,392.96
Newport Public Library	2/6/2009	2748	1100	53.55
Newport Public Library	2/28/2009	3039	1100	30.03
Newport Rental Service, Inc	2/11/2009	2796	1090	7.50
Newport Rental Service, Inc	2/11/2009	2796	1510	50.00
Newport Rental Service, Inc	2/19/2009	2959	1510	38.00
Newport Storm Basketball	2/6/2009	2749	7430	600.00
Newport Volunteer Fire Departmt	2/28/2009	3040	1090	2,555.00
News-Times	2/6/2009	2750	7005	169.77
News-Times	2/6/2009	2750	7110	107.22
News-Times	2/9/2009	2778	1100	71.00
News-Times	2/11/2009	2840	1100	46.81
News-Times	2/11/2009	2840	3610	26.40
Northwest Vending Co	2/19/2009	2960	7110	55.44
NW Natural	2/23/2009	3007	4020	163.52
Nyhus, Rebecca	2/6/2009	2751	4800	176.00
Nyhus, Rebecca	2/6/2009	2751	4870	9.28
OACP	2/11/2009	2797	1070	125.00
OACP	2/19/2009	2963	1070	175.00
OAMA	2/6/2009	2752	7005	190.00
OAMR	2/19/2009	2964	1020	188.00
OAWU	2/6/2009	2753	4510	305.00
OAWU	2/11/2009	2841	4020	870.00
OAWU	2/11/2009	2841	4510	305.00
Obteshka, Terry	2/6/2009	2754	1010	96.80
O'Callaghan, Peggy	2/19/2009	2961	1525	174.26
O'Carra, Kathryn	2/19/2009	2962	1070	39.99
OCCC	2/19/2009	2888	7430	3,680.00
Ocean Tire factory	2/19/2009	2965	1070	18.90
ODOT-Receipts Technician	2/19/2009	2889	7005	18,000.00
OEDI	2/28/2009	3041	1070	900.00
Office Depot	2/6/2009	2693	1100	323.58
Office of the State Treasurer	2/6/2009	2755	1050	230.00
OFMA	2/17/2009	2882	1091	175.00

CITY OF NEWPORT
Monthly Disbursements
February 2009

Vendor Name	Check Date	Check Number	Dept	Amount
Old National Bank	2/19/2009	2966	2650	25,551.50
OMFOA	2/23/2009	3009	1050	275.00
OREGON AFSCME	2/28/2009	3043	1200	45.17
OREGON AFSCME	2/28/2009	3043	3610	78.85
OREGON AFSCME	2/28/2009	3043	3805	210.52
OREGON AFSCME	2/28/2009	3043	4010	112.57
OREGON AFSCME	2/28/2009	3043	4020	141.31
OREGON AFSCME	2/28/2009	3043	4510	86.67
OREGON AFSCME	2/28/2009	3043	4520	115.30
Oregon Coast Broadcast Center	2/19/2009	2967	4870	100.00
Oregon Coast Greenhouses, Inc.	2/11/2009	2798	1510	96.30
Oregon Department of Aviation	2/9/2009	2779	7005	1,707.39
Oregon Department of Justice	2/28/2009	3045	1070	442.00
Oregon Department of Justice	2/28/2009	3044	1090	458.00
Oregon Department of Justice	2/28/2009	3042	4020	400.00
Oregon Department of Justice	2/28/2009	3046	7005	468.00
Oregon Department of Transport	2/19/2009	2968	1900	48.04
Oregon Governor's Conference	2/9/2009	2780	1020	150.00
Oregon Meter Repair	2/19/2009	2969	4020	430.00
OREGON STATE BAR	2/9/2009	2781	1040	80.00
Oregon State University	2/6/2009	2694	1100	100.00
Orr, Nicole	2/28/2009	3047	4870	19.97
Orsborn Power Saw Co	2/6/2009	2695	1510	62.24
Orsborn Power Saw Co	2/19/2009	2970	3605	312.94
Orsborn Power Saw Co	2/28/2009	3048	1510	42.99
Owen Equipment	2/19/2009	2971	3605	107.82
Oxford Suites	2/11/2009	2799	1070	304.95
Paramount Fitness Corp.	2/11/2009	2800	4830	191.26
Peak Internet	2/6/2009	2756	7005	140.00
Peak Internet	2/19/2009	2972	1020	54.95
Peak Internet	2/28/2009	3049	1090	29.95
Peak Internet	2/28/2009	3049	7005	70.00
Pepsi-Cola Bottling Co. Eugene	2/6/2009	2696	4830	324.60
Pepsi-Cola Bottling Co. Eugene	2/6/2009	2696	7005	18.50
Pepsi-Cola Bottling Co. Eugene	2/11/2009	2801	4830	194.50
Pepsi-Cola Bottling Co. Eugene	2/11/2009	2801	7110	-130.50
Pepsi-Cola Bottling Co. Eugene	2/19/2009	2973	4830	459.20
Pettis, Maria	2/28/2009	3050	4810	15.16
Philips Medical Systems	2/19/2009	2974	4830	176.15
Pioneer Printing, Inc	2/6/2009	2697	1010	180.00
Pioneer Printing, Inc	2/6/2009	2697	1050	45.00

CITY OF NEWPORT
Monthly Disbursements
February 2009

Vendor Name	Check Date	Check Number	Dept	Amount
Pioneer Printing, Inc	2/6/2009	2697	1070	72.57
Pioneer Printing, Inc	2/6/2009	2697	1090	107.46
Pioneer Printing, Inc	2/6/2009	2697	3610	45.00
Pioneer Printing, Inc	2/6/2009	2697	4870	52.60
Pioneer Printing, Inc	2/11/2009	2802	1020	45.00
Pioneer Telephone Cooperative	2/11/2009	2842	4510	157.89
Pioneer Telephone Cooperative	2/11/2009	2842	7005	224.70
Pioneer Telephone Cooperative	2/11/2009	2842	7110	256.45
Pioneer Telephone Cooperative	2/23/2009	3008	1090	112.05
Pitney Bowes, Inc	2/19/2009	2975	1050	91.95
Pitney Bowes, Inc	2/19/2009	2975	4040	91.95
Pitney Bowes, Inc	2/19/2009	2975	4540	91.95
Pitney Bowes, Inc	2/28/2009	3051	1050	54.28
Pitney Bowes, Inc	2/28/2009	3051	4040	54.28
Pitney Bowes, Inc	2/28/2009	3051	4540	54.28
Pivot Architecture	2/19/2009	2976	5150	224.68
Platt Electric Supply	2/6/2009	2698	7005	58.00
Platt Electric Supply	2/9/2009	2782	1200	75.90
Platt Electric Supply	2/11/2009	2803	4520	19.25
Platt Electric Supply	2/19/2009	2886	4870	6.59
Platt Electric Supply	2/19/2009	2886	5150	429.00
Power Auto Group	2/6/2009	2699	1090	94.90
Power Auto Group	2/11/2009	2843	1070	26,008.00
PPI Group	2/11/2009	2844	3610	75.52
Precor USA	2/19/2009	2977	4830	1,447.77
Pridgeon, Jeff	2/11/2009	2794	1030	1,200.00
PrintOregon	2/11/2009	2845	1010	155.80
Protean Technologies, Inc	2/6/2009	2757	1050	420.00
Protean Technologies, Inc	2/19/2009	2978	1050	120.00
Public Works Supply, Inc	2/6/2009	2700	3605	535.00
Public Works Supply, Inc	2/6/2009	2700	3805	82.00
Public Works Supply, Inc	2/6/2009	2700	4020	176.65
Public Works Supply, Inc	2/6/2009	2700	4510	141.65
Public Works Supply, Inc	2/19/2009	2979	3805	47.00
Public Works Supply, Inc	2/19/2009	2979	4020	716.00
Public Works Supply, Inc	2/19/2009	2979	4510	64.00
Pygar Incorporated	2/11/2009	2846	1510	302.53
Qwest	2/9/2009	2783	various	1,226.09
Qwest	2/11/2009	2861	7430	39.94
Qwest	2/19/2009	2980	4020	80.38
Qwest	2/28/2009	3052	7430	39.95

CITY OF NEWPORT
Monthly Disbursements
February 2009

Vendor Name	Check Date	Check Number	Dept	Amount
Rackowski, Shannon	2/11/2009	2847	4870	27.00
Rackowski, Shannon	2/11/2009	2862	5100	506.92
Real, Ken	2/19/2009	2981	1070	228.65
Recreation Resource, Inc	2/19/2009	2982	4830	1,505.00
Register-Guard	2/19/2009	2983	1100	286.00
Reid, Nancy	2/12/2009	2875	4870	168.00
Reserve Account	2/9/2009	2784	various	3,028.61
Rodriguez, Jim	2/28/2009	3053	7005	600.00
Rotary Club of Newport, Or	2/11/2009	2848	1070	145.00
Samaritan Occupational Med	2/11/2009	2849	1070	126.00
SARAZIN, TODD	2/28/2009	3054	1070	25.09
Sax, Mark	2/6/2009	2758	4020	42.50
Schroeder, Scott & Kara	2/13/2009	2881	4800	51.75
Schroeder, Scott & Kara	2/28/2009	3055	4800	30.00
Seal Rock Water District	2/6/2009	2759	4090	673.55
Seal Rock Water District	2/11/2009	2863	4090	632.25
Seal Rock Water District	2/28/2009	3056	4045	5,000.00
Sears	2/9/2009	2785	1090	154.99
Sears	2/19/2009	2984	1510	51.96
Shelton Turnbull Solutions	2/19/2009	2985	1050	-36.58
Shelton Turnbull Solutions	2/19/2009	2985	4040	41.67
Shelton Turnbull Solutions	2/19/2009	2985	4540	41.67
Sherwin-Williams	2/11/2009	2851	3805	7.90
Shiple, Jerry	2/19/2009	2986	4010	865.60
SMITH, TED J	2/28/2009	3058	1100	26.95
Solomonson, Mary	2/12/2009	2877	4870	491.25
SPECIALTY AUTO BODY	2/19/2009	2987	1070	4,399.24
Staffenson, Darrell & Kerlyn	2/6/2009	2761	4000	192.08
Staples	2/6/2009	2702	1090	133.71
Staples	2/6/2009	2702	1100	103.16
Staples	2/6/2009	2702	3605	139.99
Staples	2/6/2009	2702	3805	48.99
Staples	2/6/2009	2702	4510	131.97
Staples	2/6/2009	2702	4810	460.35
Staples	2/6/2009	2702	4830	21.98
Staples	2/6/2009	2702	4870	18.48
Staples	2/9/2009	2786	3805	55.98
Staples	2/9/2009	2786	4830	46.98
Staples	2/9/2009	2786	4870	29.28
Staples	2/11/2009	2852	3605	79.99
Staples	2/11/2009	2852	3610	136.98

CITY OF NEWPORT
Monthly Disbursements
February 2009

Vendor Name	Check Date	Check Number	Dept	Amount
Staples	2/19/2009	2988	7110	86.99
Staples Link/Business Advantag	2/6/2009	2703	1070	238.90
Staples Link/Business Advantag	2/11/2009	2804	1070	279.85
Staples Link/Business Advantag	2/19/2009	2989	1070	192.60
Steenon, Keith	2/6/2009	2704	7005	100.00
Sweo, David E	2/28/2009	3059	4000	6.03
Sylvia Beach Hotel	2/11/2009	2853	1010	486.00
T&L Septic & Chemical Toilet	2/9/2009	2787	1090	62.00
T&L Septic & Chemical Toilet	2/19/2009	2991	7005	120.00
T&L Septic & Chemical Toilet	2/19/2009	2991	7430	180.32
Talx Corporation	2/6/2009	2705	1900	192.94
TAPCO	2/12/2009	2878	3805	10,815.00
Thompson's Sanitary Serv., Inc	2/11/2009	2854	1050	32.00
Thompson's Sanitary Serv., Inc	2/11/2009	2854	1100	101.60
Thompson's Sanitary Serv., Inc	2/11/2009	2854	1200	309.15
Thompson's Sanitary Serv., Inc	2/11/2009	2854	3605	286.50
Thompson's Sanitary Serv., Inc	2/11/2009	2854	4010	101.60
Thompson's Sanitary Serv., Inc	2/11/2009	2854	4510	143.25
Thompson's Sanitary Serv., Inc	2/11/2009	2854	7005	227.20
Thompson's Sanitary Serv., Inc	2/19/2009	2992	1510	286.50
Thompson's Sanitary Serv., Inc	2/19/2009	2992	1525	207.55
Thompson's Sanitary Serv., Inc	2/19/2009	2992	4830	310.20
Thompson's Sanitary Serv., Inc	2/19/2009	2992	7430	69.50
Thompson's Sanitary Serv., Inc	2/28/2009	3060	1090	101.60
Thompson's Transfer & Disposal	2/6/2009	2706	4510	177.30
Thompson's Transfer & Disposal	2/9/2009	2788	1510	118.80
Thompson's Transfer & Disposal	2/11/2009	2855	1510	49.50
Thompson's Transfer & Disposal	2/19/2009	2993	4510	46.80
Thyssenkrupp Elevator Corp	2/6/2009	2762	1525	150.00
Tim Green Electric, Inc	2/19/2009	2994	1510	126.82
TLC Credit Union	2/28/2009	3061	1100	425.00
TLC Credit Union	2/28/2009	3061	1510	30.00
TLC Credit Union	2/28/2009	3061	4010	25.00
TLC Credit Union	2/28/2009	3061	4830	632.00
Toby Murry Motors	2/6/2009	2707	3605	36.95
Toledo Motor Supply	2/11/2009	2856	7005	558.94
Toledo Motor Supply	2/11/2009	2856	7110	790.77
Toledo Volunteer Firefighter	2/9/2009	2789	1090	60.00
Tradenet	2/19/2009	2995	4520	4,400.00
United Grocers	2/6/2009	2708	1090	82.95
United Grocers	2/6/2009	2708	1510	36.75

CITY OF NEWPORT
Monthly Disbursements
February 2009

Vendor Name	Check Date	Check Number	Dept	Amount
United Grocers	2/6/2009	2708	1525	5.25
United Grocers	2/6/2009	2708	4810	22.27
United Grocers	2/6/2009	2708	4830	581.31
United Grocers	2/6/2009	2708	4870	353.76
United Grocers	2/6/2009	2708	7110	29.61
United Grocers	2/9/2009	2790	1100	12.54
United Grocers	2/9/2009	2790	4830	298.02
United Grocers	2/9/2009	2790	4870	144.34
United Grocers	2/19/2009	2996	1200	67.17
United Way of Lincoln County	2/28/2009	3062	1050	50.00
United Way of Lincoln County	2/28/2009	3062	1510	25.00
US Coast Guard	2/19/2009	2884	1000	61,941.90
US Dept of Transportation FAA	2/6/2009	2709	7110	41.34
USAMOBILITY	2/19/2009	2997	1070	38.36
USAMOBILITY	2/19/2009	2997	1510	21.74
USAMOBILITY	2/19/2009	2997	3605	3.03
USAMOBILITY	2/19/2009	2997	3805	2.53
USAMOBILITY	2/19/2009	2997	4510	3.03
USAMOBILITY	2/19/2009	2997	7005	6.56
Vaisala, Inc	2/9/2009	2791	7005	195.00
Valley Fire Control, Inc	2/6/2009	2710	1100	53.00
VerizonWireless	2/6/2009	2763	1070	593.71
VerizonWireless	2/6/2009	2763	1090	68.04
VerizonWireless	2/6/2009	2763	1091	19.86
VerizonWireless	2/11/2009	2857	3805	20.94
VerizonWireless	2/11/2009	2857	4010	40.44
VerizonWireless	2/11/2009	2857	4020	41.16
VerizonWireless	2/11/2009	2857	4510	41.16
VerizonWireless	2/11/2009	2857	4830	20.22
VerizonWireless	2/11/2009	2857	7005	47.01
VerizonWireless	2/28/2009	3063	4020	73.40
VerizonWireless	2/28/2009	3063	4510	18.35
Vermont Systems, Inc	2/19/2009	2998	4830	327.68
Watershed, Inc	2/19/2009	2999	1070	331.20
West Coast Linen	2/6/2009	2711	1090	12.50
West Coast Linen	2/9/2009	2792	1090	12.50
West Coast Linen	2/19/2009	3000	1090	12.50
West Coast Linen	2/19/2009	3000	7110	79.95
West Consultants, Inc.	2/19/2009	3001	4010	1,709.00
Wiles, Vern Construction	2/19/2009	3002	4520	2,704.00
Wiles, Vern Construction	2/19/2009	3002	7005	4,932.00

CITY OF NEWPORT
Monthly Disbursements
February 2009

Vendor Name	Check Date	Check Number	Dept	Amount
Willamette Hose & Fittings	2/11/2009	2858	4510	141.01
Williams, Izzy	2/28/2009	3064	4800	20.00
Williams, Zografos & Peck	2/6/2009	2764	1040	2,294.81
WRG Fire Training & AEP-Span	2/6/2009	2765	5210	9,214.20
WRG Fire Training Simulation	2/6/2009	2766	5210	95,522.80
Xerox Corporation	2/9/2009	2793	various	594.80
Xerox Corporation	2/19/2009	3003	various	2,783.14
Yoga Space	2/12/2009	2879	4870	403.20
				956,922.70

CITY OF NEWPORT
Monthly Disbursements
Check Amounts Over \$25,000
February 2009

Vendor Name	Check Date	Check #	Dept.	Description	Amount
Bank of America, NA	2/19/2009	2883	2200	1999 G.O. Bond	206,981.25
Lincoln County Comm Agency	2/6/2009	2746	1080	Monthly 9-1-1 Dispatch Services	47,308.20
Old National Bank	2/19/2009	2966	2650	2006 Muni Lease Program	25,551.50
WRG Fire Training Simulation	2/6/2009	2766	5210	Fire Dept Training Tower-% of Final	95,522.80
				TOTALS:	375,363.75

PURCHASES OVER \$25,000 REPORTED PURSUANT TO 2.30.060 OF THE NEWPORT MUNICIPAL CODE "PUBLIC CONTRACTING - DELEGATION OF AUTHORITY"

Newport Police Department Monthly Statistical Review



SELECTED CALLS FOR SERVICE (CFS)

	FEBRUARY 2009			ARRESTS
	THIS MONTH	LAST MONTH	SAME TIME LAST YEAR	
RAPE	1	1	1	0
ROBBERY	0	0	0	0
AGGRAVATED ASSAULT	3	1	1	3
BURGLARY (Residential)	1	8	2	0
BURGLARY (Business)	1	2	2	0
BURGLARY (Other)	0	1	2	0
THEFT	19	55	32	6
MOTOR VEHICLE THEFT	1	6	2	2
FRAUD	5	7	3	0
SIMPLE ASSAULT	10	6	8	6
VANDALISM	12	7	2	3
SEX OFFENSE	3	5	0	3
NARCOTIC/DRUGS	11	6	9	9
DOMESTIC DISPUTES	21	11	24	x
LIQUOR LAWS	3	4	4	3
DUII	7	16	15	7
DISORDERLY CONDUCT	22	23	13	19
TRESPASS/PROWLER	6	16	21	5
TRAFFIC CRASH/INJURY/FATAL	2	6	2	0
TRAFFIC CRASH/PROPERTY	7	10	6	0
HIT & RUN	10	6	10	1
ANIMAL PROBLEMS	19	9	18	x
SUSPICIOUS PERS/CIRCUM	70	63	66	0
VEHICLE IMPOUNDS	13	16	15	x
ALARMS	29	43	47	x

TOTAL CALLS FOR SERVICE **578** **592** **663**

111

Total CFS To Date	
This Year	Last Year
2	2
0	3
4	3
9	6
3	4
1	4
74	68
7	4
12	3
16	15
19	4
8	5
17	13
32	38
7	4
23	29
45	19
22	24
8	5
17	11
16	16
28	38
133	107
29	32
72	96

1,170 **1,264**

February Overtime Hours

Seafood & Wine Festiv	167
Shift Coverage	148
Court	43
Investigations	92
Administration	36
Training	96
Other	22
TOTAL HOURS	604

Top 5 Traffic Citations

Oper w/o Req Lighting	18
Driving While Suspenc	11
Speeding	10
Fail to Obey Trf Cntrl	8
No Operator's License	4
TOTAL CITATIONS	103

PARKING CITATIONS **14**

WARNING CITATION **61**

Volunteer Hours **304**

NEWPORT FIRE DEPARTMENT CITY REPORT February 2009

	CITY	RURAL		CITY	RURAL
FIRE CALLS:	8	1	PERMITS ISSUED:		
AUTOMATIC ALARMS:	3	2	BURN PERMITS:	47	41
MEDICAL CALLS:	33	1	FIREWORKS PERMIT:	3	0
MVC'S:	7	3	FIREWORKS DISPLAY:	0	0
HAZMAT STANDBY:	3	0			
MUTUAL AID RENDERED:	3	0			
MUTUAL AID RECEIVED:	0	0	TOTAL INSPECTIONS:		37
HELICOPTER STANDBY:	0	0	VIOLATIONS:		26
PUBLIC SERVICE	9	0	ABATEMENTS:		19
HAZARDOUS CONDITION	1	0	PLAN REVIEWS:		12
OVERPRESSURE/RUPTURE:	0	0	CONSTRUCTION INSPECTIONS:		2
			VOLUNTEER HOURS		467

OCCUPANCIES

AIRCRAFT:	0	0	PROCESSING PLANTS:	0	0
BOATS:	0	0	PUBLIC BUILDINGS:	1	0
HOSPITAL/CARE CENTER:	0	0	REPAIR SHOPS:	0	0
HOTEL/MOTEL:	1	0	RESIDENTIAL:	7	3
LABORATORIES:	0	0	RESTAURANT:	0	0
LAUNDRAMATS:	0	0	SCHOOLS:	0	0
LAUNDRIES:	0	0	SERVICE STATION:	0	0
MANUFACTURING:	0	0	STORAGE:	0	0
MARINA:	0	0	STORES:	0	0
MISCELLANEOUS:	1	0	TAVERNS:	0	0
MOTOR VEHICLES:	1	0	TRAILERS:	0	0
NATURAL COVER:	0	0	UTILITIES:	0	0
OFFICES:	0	0	VACANT BUILDINGS:	0	0

FIRE CAUSES

	CITY	RURAL		CITY	RURAL
ALARM MALFUNCTION:	1	1	HEATING APPLIANCE:	0	0
CARELESS SMOKING:	0	1	INCENDIARY:	0	0
CHILDREN W/HEAT	0	0	MISCELLANEOUS:	1	0
CLEARANCE:	0	0	MISTAKEN ALARM:	0	0

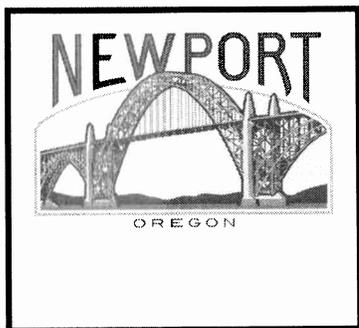
NEWPORT FIRE DEPARTMENT CITY REPORT February 2009

ELECTRICAL:	0	0			
ENGINE BACKFIRE:	0	0	OPEN FIRES:	2	0
EXPOSURE FIRE:	0	0	REKINDLE:	0	0
FALSE ALARM:	1	0	SCORCHED FOOD:	2	1
FIREWORKS:	0	0	SPARKS:	0	0
FLAMMABLE LIQUID:	0	0	UNDETERMINED:	2	0
FLUES:	2	0	WELDING/CUTTING:	0	0
FRICTION:	0	0			
GAS LEAK:	0	0			

LOSS OF LIFE

INJURY

CIVILIAN: 0	FIREFIGHTER: 0	CIVILIAN: 2	FIREFIGHTER: 0
-------------	----------------	-------------	----------------



Agenda Item #
Meeting Date

VI. B.
March 16, 2009

CITY COUNCIL AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title City Council Mission Statement and Goals – July, 2009 thru June, 2010

Prepared By: Dale Shaddox

Dept Head Approval: DS

City Mgr Approval: _____

Issue Before the Council:

Completion of the annual process of revisiting the City Council's Mission Statement and establishing new goals for the upcoming fiscal year. The City Council met in a study session format on February 13 to review the Mission Statement and discuss new Goals for the upcoming fiscal year. A summary of the conclusions from the day-long session is attached.

Staff Recommendation:

Adopt the attached "City of Newport, City Council, Mission Statement and Goals, July, 2009 thru June, 2010".

Proposed Motion:

This item is on the Council's Consent Agenda and therefore can be adopted with the other Consent Agenda items without further discussion. However, the Council may remove this from the Consent Agenda for individual consideration.

In that event the Council could consider the motion: **"I move to approve the City of Newport, City Council, Mission Statement and Goals, July, 2009 thru June, 2010"**, (either as submitted or as modified by the Council during the discussion).

(Note: The attached revised version includes additional suggestions from Council and Staff.)

Key Facts and Information Summary:

The attached Mission and Goals statement is intended to reflect the outcome of the Council's February 13 consideration of the Mission Statement and Goals for 2009. City staff have done some "wordsmithing" from the meeting notes for the purpose of clarity, with every attempt to be consistent with the Council's intent.

Other Alternatives Considered:

The Council considered a significantly wide range of discussion on the issues facing the City's services and funding levels as it was crafting the Goals listed on the attachment.

City Council Goals:

The attached Mission and Goals statement, if adopted, constitute the Council's goals for the fiscal year 2009/10.

Attachment List:

City of Newport, City Council, Mission Statement and Goals, July, 2009 thru June, 2010.

Fiscal Notes:

Adoption of the Goals would provide direction to the staff in preparing and prioritizing efforts and service levels in the draft City Budget for FY2009/10.

City of Newport
City Council
Mission Statement and Goals
July 1, 2009 thru June 30, 2010

MISSION STATEMENT

Develop, provide, and manage services and facilities that are City responsibilities so as to promote the character of the City of Newport and the well-being of City residents and visitors. Encourage and facilitate opportunities for promoting the arts, economic diversification, sustainable development and city beautification; and addressing the issues of workforce housing, childcare facilities and homelessness in the City of Newport.

CITY COUNCIL GOALS

Essential Core Services

Water:

Complete design and begin construction of the water treatment plant.
Complete design and begin construction of a 1,000,000 gallon water storage tank on NE 71st Street.
Reconvene the Central Coast Water Council, inclusive of all parties, to develop funding, identify projects, and preserve water rights.
Identify and prioritize a project list of needed water distribution system repairs, replacements, upsizing and technical improvements such as remote read meters.
Consider a monthly fee to establish a continuing funding source for replacement and repair of water distribution system facilities.
Identify and implement Phase I of the Water Conservation Plan to include a public information component.

Wastewater:

Identify and prioritize a project list of needed wastewater collection system pipe and lift station repairs, replacements and upsizing. Start design and/or construction of high priority projects, including Phase III of the Elizabeth Street project.
Consider a monthly fee adjustment or other alternative continuing funding solutions for replacement and repairs of wastewater collection system pipe and lift station facilities.
Continue systematic program to identify sources of pollution entering storm drainage systems, including testing of sewage lines for cross-connections to storm drainage system.

Storm Drainage:

Complete a storm drainage master plan for the north side, including a project list with associated cost estimates, and recommend a funding strategy to complete the identified projects.

Public Safety

- Fire:** Plan for and/or purchase of replacement of aerial apparatus, water tender, engine, and generator housing.
Complete the City Emergency Plan and provide for orientation, training, and exercising of the plan.
- Police:** Prepare a comprehensive review and report on Police Department interagency involvements, including an analysis of effectiveness, costs and alternatives.
Evaluate opportunities to support Neighborhood Watch programs throughout the city.

Required Services

Planning and Building Permits:

Secure funding and begin work on the Newport Comprehensive Plan required periodic review.
Complete the revision of the Zoning Code.

Important Services

Airport:

Continue marketing air service to the community to achieve fiscal sustainability of the service beyond the federal/state subsidy period.
Develop a plan for interagency coordination on disbursement of emergency supplies in the event of a disaster.
Pursue opportunities and strategies to achieve a financially sustainable Fixed Base Operator (FBO) function.
Pursue all funding opportunities for airport capital improvements.

Community Livability

Library:

Implement technology improvements including a self-check machine.
Secure funding for a feasibility study for library expansion.

Transportation/Streets:

Identify funding sources for transportation needs, including a list of identified bike/pedestrian projects.
Complete engineering and begin construction of the Naterlin Street sidewalk project.
Assist Neighborhood Business Associations identify opportunities to expand parking capacity and implement agreed upon strategies.
Continue to support and implement the objectives outlined in the Transportation System Plan (TSP).

Parks and Recreation:

Explore funding opportunities for expansion of the City's park system, including the proposed Coast Park adjacent to the Performing Arts Center.
Evaluate options for the replacement of the City swimming pool facility.
Pursue expansion of the Senior Center facility (grant dependent).
Acquire and build trails in South Beach and other areas.
Re-examine the policy on subsidies versus fees through a series of work sessions.
Complete the Newport Parks Master Plan.

Economic Development:

Undertake a comprehensive review of City involvement in economic development by meeting with all of the city's economic development partners, with a focus on reviewing where marketing dollars are spent, and evaluating how more of it can be used locally.
Evaluate options for revitalizing the Bay Front and Deco Districts.

Institutional/Internal Services

Finance:

Complete a cost allocation and comprehensive fee schedule study, and adopt a methodology to keep it updated annually.
Evaluate financial software.
Evaluate the possibility of an "SOS" fund for payment of water bills for indigent customers.

Capital Projects, Mapping, and GIS:

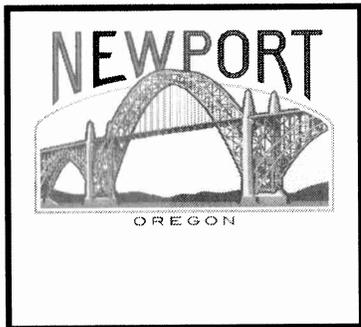
Complete a GIS mapping/document indexing system.

Achieve a better GIS working and access relationship with Lincoln County.

Public Facilities:

Review and evaluate the condition of all city-owned public facilities, including a list of deferred and projected maintenance, repairs and replacement schedule, along with associated costs.

Achieve energy/cost savings through identification and implementation of sustainable practices.



Agenda Item #

VIII. A.

Meeting Date

March 16, 2009

CITY COUNCIL AGENDA ITEM SUMMARY
City of Newport, Oregon

Issue/Agenda Title Public hearing on File 1-CP-09 (Comp Plan amendments adopting 2008 Water System Master Plan)

Prepared By: James Bassingthwaite Dept Head Approval: JB

City Mgr Approval: _____

ISSUE BEFORE THE COUNCIL: The City Council should hold a public hearing on the proposed amendments in File No. 1-CP-09 to the Newport Comprehensive Plan incorporating the new 2008 Water System Master Plan.

STAFF RECOMMENDATION: Motion to approve proposed amendments allowing for correction of typographical/grammatical errors.

PROPOSED MOTION: I move to approve the proposed amendments identified in File No. 1-CP-09 and direct staff to bring back an ordinance for Council consideration with minor typographical/grammatical errors corrected.

KEY FACTS AND INFORMATION SUMMARY: The City Council initiated the proposed amendments to the Newport Comprehensive Plan on December 1, 2008, to provide for the adoption of the 2008 Water System Master Plan. Since the 2008 Water System Master Plan draft was completed by the consultant (Civil West Engineering Services, Inc), Lee Ritzman (Public Works Director/City Engineer) has identified a number of minor typographical/grammatical types of errors that will be corrected by the consultant for the final adoption along with any other changes identified through the public hearing process. A public hearing before the Planning Commission on File No. 1- CP-09 was held on February 23, 2009, and the Planning Commission voted unanimously to recommend approval.

OTHER ALTERNATIVES CONSIDERED: The Water Treatment Task Force appointed by the City Council and the consultants considered a number of different alternatives in development of the 2008 Water System Master Plan.

CITY COUNCIL GOALS: The adoption of the proposed amendments to the Newport Comprehensive Plan help to implement the City Council goals related to the essential core service of water.

ATTACHMENT LIST:

Planning Staff Memorandum

PSM Attachment "A" Proposed Ordinance

PSM Attachment "A-1" Proposed Findings – Proposed Ordinance Exhibit "A"

PSM Attachment "A-2" Introduction to Public Facilities – Proposed Ordinance Exhibit "B"

PSM Attachment "A-3" Water Supply Facilities – Proposed Ordinance Exhibit "C"

PSM Attachment "A-4" 2008 Water System Master Plan – Proposed Ordinance Exhibit "D" (**Please note: a hard copy of the Plan is not include as the proposed 2008 Water System Master Plan is posted on the City of Newport website (www.thecityofnewport.net) on the Public Works Department webpage under City Master Water Plan. If a hard copy of the document is needed, please contact Wanda Haney at 574-0629 or Peggy Hawker at 574-0613**)

PSM Attachment "B" Notice of Public Hearing

PSM Attachment "C" PC 2/23/09 Minutes

FISCAL NOTES: The 2008 Water System Master Plan identifies projects for the water system improvements in Section 8 (Capitol Improvement Plan) of the Plan with a total estimated cost of approximately \$32 million. Because of the general obligation funding approved by the Newport voters in November 2008 for a portion of the priority improvements and with the updated project list and costs prepared as part of the 2008 Water System Master Plan, the water system development charge (SDC) methodology will need to be adjusted upon adoption of the 2008 Water System Master Plan. SDCs are a method to assess new growth/development for costs incurred and to be incurred in the provision of new or increased capacity for infrastructure facilities such as wastewater, water, storm water, transportation and parks. The 2008 Water System Master Plan identifies in Section 8 that the maximum water system SDC would be \$1,663 per equivalent dwelling unit (EDU). The current water system SDC is \$3,944 per EDU. City staff will be preparing a proposed revision to the SDC methodology for Council consideration at a later Council meeting. The Council will have the opportunity to consider lowering the overall total SDC per equivalent dwelling unit with the adoption of a new water system SDC. The reduction in the water SDC will especially have a benefit to the establishment of certain new uses that typically have a high water usage rate, such as restaurants.

File No. 1-CP-09
Hearing Date: February 23, 2009/Planning Commission
March 16, 2009/City Council

PLANNING STAFF MEMORANDUM
FILE No. 1-CP-09

I. Applicant: City of Newport (Initiated pursuant to authorization of the Newport City Council).

II. Request: A proposed text amendment to the Public Facilities Section of the Newport Comprehensive Plan to adopt an updated 2008 Water System Master Plan. The City of Newport Comprehensive Plan Public Facilities Section contains data, text, inventories, and conclusions related to the provision of water based on a 1988 plan that the City wishes to amend to adopt an updated 2008 Water System Mater Plan prepared by Civil West Engineering Services, Inc.

III. Planning Commission Review and Recommendation: - The Planning Commission held a public hearing on February 23, 2009, on the proposed amendment. Following the public hearing, the Planning Commission voted 5-0 (Teresa Atwill, John Reh fuss, Mark Fisher, Jim McIntyre, and Dick Beemer) to recommend approval of the proposed amendment allowing for the correction of typographical/grammatical errors. See Planning Staff Memorandum Attachment "C" (PC 2/23/09 Minutes). The Planning Commission previously held a work session on the 2008 Water System Master Plan on December 8, 2008.

IV. Findings Required: The Newport Comprehensive Plan Section entitled "Administration of the Plan" (p. 287-288) requires findings regarding the following for the proposed amendments:

- A. Data, Text, Inventories or Graphics Amendment: 1) New or updated information.
- B. Conclusions Amendment: 1) Change or addition to the data, text, inventories, or graphics which significantly affects a conclusion that is drawn for that information.

V. Planning Staff Memorandum Attachments:

Attachment "A"	Proposed Ordinance
Attachment "A-1"	Proposed Findings – Proposed Ordinance Exhibit "A"
Attachment "A-2"	Introduction to Public Facilities – Proposed Ordinance Exhibit "B"
Attachment "A-3"	Water Supply Facilities – Proposed Ordinance Exhibit "C"
Attachment "A-4"	2008 Water System Master Plan – Proposed Ordinance Exhibit "D"
Attachment "B"	Notice of Public Hearing
Attachment "C"	PC 2/23/09 Draft Minutes

VI. Notification: Notification for the proposed amendments included notification to the Department of Land Conservation & Development (DLCD) in accordance with the DLCD requirements on January 7,

2009. Notice was also provided to various persons and entities on the Water System Master Plan stakeholders list, agencies/utilities and City departments on February 5, 2009, of the Planning Commission hearing and on March 2, 2009, for the City Council hearing by first class mail or via email. Notice of the Planning Commission hearing was published in the Newport News-Times on February 11, 2009, and for the City Council hearing on March 6, 2009. See Planning Staff Memorandum Attachment "B" (Notice of Public Hearing).

VII. Comments: As of March 8, 2009, only one written comment dated February 10, 2009, from Gerry Juster of the Oregon Department of Transportation has been submitted stating: "Thank you for notifying ODOT for notice of public hearing for file number 1-CP-09. ODOT has no comments or objections."

VIII. Discussion of Request: The City of Newport Comprehensive Plan Public Facilities Section contain data, text, inventories, and conclusions, related to the provision of water based on a 1988 plan that the City wishes to amend to adopt an updated 2008 Water System Master Plan prepared by Civil West Engineering Services, Inc. The 2008 Water System Master Plan was developed through a public process with input provided by an appointed Water Treatment Task Force representing a variety of members of the community that met in public meetings to provide guidance and a recommendation on the master plan update. Following the recommendation of the Water Treatment Task Force, the Newport City Council initiated on December 1, 2008, the amendment to the Comprehensive Plan to adopt the 2008 Water System Master Plan. The Planning Commission had a work session meeting on the proposed 2008 Water System Master Plan on December 8, 2008. The proposed findings in Attachment "A-1" provide more detail on the request. The proposed changes in the Introduction to Public Facilities and the Water Supply Facilities Sections of the Comprehensive Plan are included in Attachment "A-2" and "A-3".

IX. Conclusion and Recommendation: The Planning Commission reviewed the proposed amendments and made a recommendation of approval to the City Council. As this is a legislative process, the Council may make changes to the proposed amendment prior to adoption of a final ordinance.

James Bassingthwaite
Community Development Director
City of Newport

March 8, 2009

ATTACHMENT "A"
FILE # 1-CP-09 (City of Newport)
Proposed Ordinance

DRAFT 1-6-09
Newport File No. 1-CP-09

CITY OF NEWPORT

ORDINANCE NO. _____

**AN ORDINANCE AMENDING ORDINANCE NO. 1621 (AS AMENDED) OF
THE CITY OF NEWPORT, OREGON, TO AMEND THE PUBLIC FACILITIES
SECTION OF THE CITY OF NEWPORT COMPREHENSIVE PLAN: 1990-2010**

Summary of Findings:

1. The City of Newport Comprehensive Plan Public Facilities section contains data, text, inventories, and conclusions, related to the provision of water based on a 1988 plan that the City wishes to amend to adopt an updated 2008 Water System Master Plan prepared by Civil West Engineering Services, Inc.,
2. The 2008 Water System Master Plan was developed through a public process with input provided by an appointed Water Treatment Task Force representing a variety of members of the community that met in public meetings to provide guidance and a recommendation on the master plan update. Following the recommendation of the Water Treatment Task Force, the Newport City Council initiated on December 1, 2008, the amendment to the Comprehensive Plan to adopt the 2008 Water System Master Plan.
3. The Planning Commission of the City of Newport, after providing the required public notification including the notification to the Department of Land Conservation & Development, held a public hearing on February 23, 2009, on the proposed amendment (Newport File No. 1-CP-09) for the purpose of reviewing the proposed ordinance and providing a recommendation to the City Council. After due deliberation and consideration of the proposed change, the Planning Commission recommended that the proposed comprehensive plan text amendment be adopted by the City Council of the City of Newport.
4. The City Council of the City of Newport, after providing the required public notification, held a public hearing on March 16, 2009, regarding the question of the proposed comprehensive plan text amendment (Newport File No. 1-CP-09), and voted in favor of adoption of the proposed text amendment after considering the recommendation of the Planning Commission, the Planning Staff Memorandum and attachments, and the evidence and argument presented at the public hearing.

THE CITY OF NEWPORT ORDAINS AS FOLLOWS:

Section 1. Ordinance No. 1621 (as amended) is amended to include the following amendments to the Public Facilities section of the City of Newport Comprehensive Plan: 1990-2010 to adopt the 2008 Water System Master Plan:

A. The Introduction to Public Facilities section of the Newport Comprehensive Plan is amended to read as specified in the attached Exhibit "B" (Introduction to Public Facilities).

B. The Water Supply Facilities section of the Newport Comprehensive Plan is amended to read as specified in the attached Exhibit "C" (Water Supply Facilities).

C. The Public Facilities Plan for the City of Newport, Oregon, 1989, prepared by CH2M Hill adopted as part of the Newport Comprehensive Plan and incorporated by reference within the Comprehensive Plan is amended to replace the section on water systems in the 1989 Public Facilities Plan with the 2008 Water System Master Plan prepared by Civil West Engineering Services, Inc. as attached in Exhibit "D".

Section 2. The attached findings of fact and conclusions in Exhibit "A" are adopted in support of the amendments identified in Section 1.

Date adopted on initial vote and read by title only: _____

Date adopted on final roll call vote: _____

Signed by the Mayor on _____, 2009.

William D. Bain, Mayor

ATTEST:

Margaret M. Hawker, City Recorder

ATTACHMENT "A-1"
FILE # 1-CP-09 (City of Newport)
Proposed Findings

Draft 1-6-09
EXHIBIT "A"
Newport File No. 1-CP-09

FINDINGS FOR
COMPREHENSIVE PLAN AMENDMENT
FOR ADOPTION OF A NEW WATER SYSTEM MASTER PLAN

I. Required findings necessary to modify Data, Text, Inventories or Graphics, Conclusions for adoption of the 2008 Water System Master Plan. (Requirements in bold font and Findings in plain text).

The Newport Comprehensive Plan Section entitled "Administration of the Plan" (p. 287-288) requires Findings of Fact as follows for the applicable amendments:

A. Data, Text, Inventories or Graphics:

1) New or updated information.

B. Conclusions:

1) Change or addition to the data, text, inventories, or graphics which significantly affects a conclusion that is drawn for that information.

II. Updated Information to amend the Data, Text, Inventory, and Graphics:

Required Findings:

A. Amendment to the Data, Text, Inventories and Graphics of the Newport Water System Master Plan

1) New or updated information.

Proposed Findings:

1. The current Water System Master Plan of the Newport Comprehensive Plan was completed in 1988 by CH2M HILL. Most of the data in the

current Water System Master Plan is based on information that is over 20 years old.

2. The City of Newport developed an updated water system master plan (WSMP) in 2008 that was completed by Civil West Engineering Services, Inc. New or updated information related to water system planning included in the 2008 WSMP included:

A. Updated physical, environmental, socio-economic, and population issues related to Newport in Section 2 of the 2008 WSMP.

B. Updated information on the regulatory environment in Section 3 of the 2008 WSMP.

C. Design criteria and service goals in Section 4 of the 2008 WSMP.

D. Detailed description of all of the water system components in the City's existing water system in Section 5 of the 2008 WSMP.

E. New water demand analysis to determine water demand requirements for the system and projected demands for the planning period in Section 6 of the 2008 WSMP.

F. Analysis completed of water system components and identification of deficiencies and identification of alternatives to remedy identified deficiencies in Section 7 of the 2008 WSMP.

G. A capitol improvement plan based on the recommendations developed in Section 8 of the 2008 WSMP.

H. Information and recommendations for water conservation planning in Section 9 of the 2008 WSMP.

I. Analysis of financial issues related to the Newport water system in Section 10 of the 2008 WSMP.

III. Amendment to the Conclusions of the Water System Master Plan:

A. Required Findings:

B. Conclusions:

1) Change or addition to the data, text, inventories, or graphics which significantly affects a conclusion that is drawn for that information

B. Proposed Findings:

1. The existing conclusions will be amended based on the change and addition to data, text, inventories, and graphics produced by the 2008 Water System Master Plan.

IV. FINDINGS ON COMPLIANCE WITH STATEWIDE LAND USE PLANNING GOALS:

1. The proposed amendment is consistent with the Statewide Land Use Planning Goals. Specifically:

A. In regard to Statewide Planning Goal 1 (Citizen Involvement), the acknowledged Newport Comprehensive Plan establishes the City of Newport's Goal 1 program on pages 291 and 292. In regard to the specific Policies and Implementation Measures, the following information is provided demonstrating conformance with the goal of encouraging citizen involvement:

1. Policy 1 contains at least three possible implementation measures (IM) to implement Policy 1 requirements of encouraging public involvement that may be or not be applicable depending on the nature of the proposed amendment. The City may use any one of the three implementation methods (or combinations thereof) to meet the Policy 1 requirements of encouraging public involvement. Additionally, as the city undertook the legislative process of amending the Comprehensive Plan, additional opportunities for public involvement occurred at public hearings held by the Newport Planning Commission on February 23, 2009, and the Newport City Council on March 16, 2009. A public worksession overview of the proposed water system master plan was also held by the Newport Planning Commission on December 8, 2008.

A. Policy 1, IM 1 (Planning Commission to serve as official Citizens' Advisory Committee to the City Council / appointment of a Citizens' Advisory Committee on major changes). Under Policy 1, IM 1, the Newport Planning Commission is the official Citizens' Advisory Committee to the City Council and the Planning Commission has been used to develop legislative changes to the Comprehensive Plan and implementing ordinances. If the Planning Commission determines that a major legislative change is under consideration, the Commission may designate a Citizens' Advisory Committee for the purposes of using Policy 1 IM 1 as a

means to encourage public involvement. For the Water System Master Plan Update, the City Council had already appointed a Water Treatment Task Force pursuant to Policy 1, IM 3 and the Planning Commission therefore did not need to appoint an additional Citizens' Advisory Committee.

B. Policy 1, IM 2 in the first part addresses possible City promotion or assistance to neighborhood organizations to assist in decision making. The second part of Policy 1, IM 2 relates to allowing the Council or Commission to hold meetings in neighborhoods affected by issues under consideration. Both the first and second parts are at the discretion of the Council or Commission and are not a specific requirement prior to amendment adoption. In regard to the Water System Master Plan, the plan affects the entire city and not just an individual neighborhood. The meetings held by the Water Treatment Task Force, the Newport Planning Commission, and the Newport City Council were held within the city at the Newport City Hall.

C. Policy 1, IM 3 allows for the formation of an ad hoc advisory committee for the study of an important issue. A Water Treatment Task Force was appointed by Mayor William Bain and confirmed by the City Council. The Task Force included a variety of persons representing different interests. The Task Force had seven meetings (occurring October 2007 through October 2008).

2. Policy 2 relates to encouraging the participation of citizens in the legislative stage of plan and ordinance development rather than in the quasi-judicial stage.

A. Policy 2, IM 1 relates to reasonable attempts for public contact and input in the formulation of comprehensive plan elements and ordinance provisions.

1. Opportunities for public contact and input on the proposed Water System Master Plan included review by the Water Treatment Task Force with public input allowed at the meetings and review at work sessions by the Newport Planning Commission. The draft Water System Master Plan was also posted on the City's website.

2. The Newport Planning Commission held worksessions involving the water system master plan process on April 28, 2008, and December 8, 2008.

3. Formal public hearings were also held before both the Planning Commission (on February 23, 2009) and the City Council (on March 16, 2009) prior to adoption of the proposed policies. These public hearings provided additional opportunity for public involvement in the legislative stage.

B. Policy 2, IM 2 and IM 3 are not applicable to this Comprehensive Plan amendment as these implementation measures related to clear and objective standards and discretionary standards and who makes the decision for review of development.

C. Policy 2, IM 4 establishes the Planning Commission as the official Committee for Citizen Involvement. As part of the Planning Commission's role in comprehensive plan amendments as established in the Newport Comprehensive Plan on page 287 (under Initiation and under Hearings and Notification), the Planning Commission held worksessions on the water system master plan development process on April 28, 2008, and on December 8, 2008. A public hearing before the Planning Commission was held on February 23, 2009. The Planning Commission reviewed the proposed amendments and made a recommendation to the City Council. The public hearing was advertised to the local media.

B. In regard to Statewide Planning Goal 2 (Land Use Planning), the City of Newport's Comprehensive Plan has been acknowledged as being in compliance with the Statewide Planning Goals, including Goal 2. The Newport Comprehensive Plan section entitled "Administration of the Plan" specifies how amendments to the plan are made. The proposed amendment followed the requirements for an amendment found in the Newport Comprehensive Plan and is therefore found to be in compliance with Statewide Planning Goal 2.

C. In regard to Statewide Planning Goal 3 (Agricultural Lands), Goal 4 (Forest Lands), Goal 5 (Open Spaces, Scenic and Historic Areas and Natural Resources), Goal 6 (Air, Water and Land Resources Policy), Goal 7 (Areas Subject to Natural Disasters and Hazards), Goal 8 (Recreation Needs), Goal 10 (Housing), Goal 12 (Transportation), Goal 13 (Energy Conservation), Goal 14 (Urbanization), Goal 16 (Estuarine Resources), Goal 17 (Coastal Shorelands), Goal 18 (Beaches and Dunes), the following finding(s) are proposed:

1. The proposed amendments to adopt the 2008 WSMP are consistent with the above Statewide Planning Goals.

D. In regard to Statewide Planning Goal 9 (Economic Development), while no specific implementation measure or requirement of Goal 9 is applicable, the proposed amendments to the Water System Master Plan help the City of Newport's Economic Section Policy 1, IM 2 implementation of Statewide Planning Goal 9 to provide for at least an adequate supply of sites of suitable sizes, types, locations, and service levels for a variety of uses consistent with comprehensive plan policies. The availability of water service and adequate water supply is an important consideration in economic development.

E. The proposed amendments are an update of the water system master plan and are consistent with the requirements under Statewide Planning Goal 11 (Public Facilities) and OAR 660-011 for the update of the water system master plan portion of the public facilities plan including OAR 660-011-0010 (1) (a)-(d) and (f)-(g) as the proposed water system master plan (1) contains the inventory and general assessment of the condition of the significant elements of the water system in Section 5 of the 2008 WSMP., (2) lists the significant water system projects which support land use designated in the acknowledged comprehensive plan in Section 6 and Section 7 of the 2008 WSMP, (3) includes rough cost estimates of each water system project in Section 8 of the 2008 WSMP, (4) contains maps or written descriptions of each water system project's general location or service area in Section 5 and Section 8 of the 2008 WSMP, (5) has an estimate of when each public facility is needed in Section 8 of the 2008 WSMP and (6) contains a discussion of the existing funding mechanisms and ability of these and new funding mechanisms to fund development of each public facility in Section 10 of the 2008 WSMP. In regard to OAR 660-011-0010 (1) (e), there are no changes proposed in the existing Comprehensive Plan policy statements regarding the provision of each public facility system with regard to the provision of water.

F. In regard to Statewide Planning Goal 15 (Willamette River Greenway) and Goal 19 (Ocean Resources), these Statewide Planning Goals are not applicable to the proposed amendments as Statewide Planning Goal 15 involves land along the Willamette River and Statewide Planning Goal 19 involves Ocean Resources.

ATTACHMENT "A-2"
FILE # 1-CP-09 (City of Newport)
Proposed Revisions to Introduction to Public
Facilities Section of Comprehensive Plan

EXHIBIT "B"

DRAFT 1-6-09
 NEWPORT FILE NO. 1-CP-09

Text in bold italics represents language added to the Introduction Section.

INTRODUCTION
TO PUBLIC FACILITIES¹

The City of Newport has recognized the need for updating its public facilities data base to encourage sound planning for future development. In response to this need, the city engaged CH2M HILL, INC., to prepare a public facilities plan for the incorporated area and the revised urban growth boundary. The "Public Facilities Plan for the City of Newport, Oregon," hereafter known as the "Facilities Plan," addresses facilities development for the planning period from the present to the year 2010 and is hereby included in this document by reference. ***In 1999 the City adopted an updated Transportation System Plan (with additional updates to portion of the Transportation System Plan adopted in 2008). In 2009 the City adopted an updated Water System Master Plan.***

Public Facilities Plan Purposes and Relationships:

This Facilities Plan has been developed to facilitate sound planning for the economic, efficient, and environmentally sensitive development of urbanizable land, and sound public fiscal management. It was prepared in accordance with Oregon Administrative Rule 660-11-000 through 660-11-050, which requires Oregon cities containing populations of over 2,500 persons to prepare such plans.

The Facilities Plan is a support document to the city's Comprehensive Plan. Portions of the Facilities Plan, however, have been adopted as part of the Comprehensive Plan and include:

- > A list of public facility project titles.
- > A map of the public facility projects' locations and service areas.

- > The urban growth management agreement designating the provider of each public facility system.

Master plans for water, wastewater, transportation, drainage, airport, and waterfront facilities have been prepared or revised for Newport. Much of the information from the master plans have been incorporated directly into this Facilities Plan. The master plans can be obtained at the **Community Development Department** and include the following titles:

¹ The public facilities section of this document represents a summary of CH2M HILL's "Public Facilities Plan for the City of Newport, Oregon," 1989 **and subsequent amended portions of the facilities plans**. Tables are included here, but the CH2M HILL document **or the applicable amended portion of the document** must be referenced for figures and maps.

- > **"2008 Water System Master Plan", Civil West Engineering Services, Inc.**
- > "Wastewater System Master Plan Update 1988 for the City of Newport, Oregon," CH2M HILL.
- > **"City of Newport Transportation System Plan, June 1997", Parsons Brinckerhoff Quade & Douglas, Inc. (adopted in 1999).**

Updates to the Transportation System Plan include:

- > **"Northside Local Street Plan", Parametrix (adopted in August 2008).**
- > **"Newport Pedestrian and Bicycle Plan", Alta Planning & Design (adopted in August 2008).**
- > "City of Newport Storm Sewer Facilities, February 1990," CH2M HILL.
- > "Master Plan: Newport Municipal Airport, Newport, Oregon," August 1989, FORESITE Group, Inc., DRAFT.
- > "Newport Urban Renewal Agency: Update of Port Development Element of Comprehensive Plan," 1989, CH2M HILL.

This Facilities Plan summarizes the master plans and provides a condensed reference for people interested in settling or developing in Newport. Each of the following sections of the Facilities Plan presents an inventory of existing facilities, statements concerning their general condition, and a discussion of the major projects recommended to improve or provide new services to Newport through the year 2010 **or to a later date as identified in the adopted updated portions of the Facilities Plan**. Maps identifying existing and projected facilities are provided (where applicable) at the end of each section. All tables and maps are titled by section.

Facilities Plan Area:

The Facilities Plan applies to the area within the Newport urban growth boundary as shown in the City of Newport's Comprehensive Plan Map and including the Thiel Creek destination resort area. The Facilities Plan area encompasses approximately 5,600 gross acres not including lands subjected to tidal action and resulting flooding. Included in the 5,600 acres are approximately 1,000 acres of land encompassing the Thiel Creek destination resort area south and east of the city's municipal airport. ***A portion of the Thiel Creek area property to the east of the airport was removed from the Urban Growth Boundary as part of the adoption of the South Beach Neighborhood Plan in 2006 (acknowledged in 2007) and additional land was added to Urban Growth Boundary to the east and northeast of Mike Miller Park.***

Establishing The Need For Future Facilities Projects:

The planning period established for the Facilities Plan is 20 years. The need for future projects has been identified by analyzing the following:

- ° Land use data and population projections contained in the City of Newport Comprehensive Land Use Plan of 1980 and a document titled "Petition to Amend the Lincoln County and City of Newport Comprehensive Plans," dated March 1987.
- ° Historical uses of the facilities.
- ° Information contained in master plans.

The city estimates that Newport's population will reach about 11,500 in the year 2000. The population projection at year 2010 is 13,500. This is an average annual growth rate of 2.0%. However, since the master plans are for the entire urbanizable area, a higher potential population figure of 20,000 was used. This allows for facilities planning for the entire UGB. ***Updated portions of the Facility Plan may contain revised population projections and timeframes as applicable to the updated plan portion.***

Historical uses of each facility are discussed at length in each of the facility master plans. Each master plan also divides the facility plan area according to the most efficient manner to manage each facility considering terrain, existing land uses, related existing facilities, projected facility needs, and buildout of the urban growth boundary.

All of the proposed facility improvement projects discussed in this Facilities Plan ***and amended sections*** are prioritized. Project priorities correspond to when the project would be needed. The type of improvement and the increase in capacity (if applicable) is indicated in each project's title. The projects outlined in this facilities plan are subject to change as various

development proposals and construction projects occur, as environmental impact statements are processed, design studies are completed, master plans modified, capital improvement programs changed, facility components malfunction, site availability changes, or growth rate changes.

ATTACHMENT "A-3"
FILE # 1-CP-09 (City of Newport)
Proposed Revisions to Water Supply Facilities Section of
Comprehensive Plan

Exhibit "C"
Draft 1-6-09
Newport File No. 1-CP-09

WATER SUPPLY FACILITIES

The following is a summary of the 2008 Water System Master Plan prepared by Civil West Engineering Services, Inc. The purpose of this section is to provide an executive level summary for review of the basic information contained in the body of this master planning effort. The Executive Summary section is intended to provide a brief for readers who want to quickly obtain the main points without having to research the entire document. The section is also intended to be helpful for readers who are seeking a quick reference for planning information.

Each subsection within the Executive Summary was developed to provide a summary for each section within the master plan itself. Therefore, subsection ES-1 provides a summary of section 1, subsection ES-2 provides a summary of Section 2, and so on.

For more detailed information on any subject discussed within the Executive Summary, the reader should turn to the section in the master plan that is being summarized.

ES-1 Summary of Section 1 - Introduction

The City of Newport is located in Lincoln County Oregon approximately in the center of the County coastline (44°37'57"N, 124°03'23"W) at the mouth of the Yaquina River.

The City owns and operates a water system that includes raw water supplies and intakes, water treatment facilities, water distribution facilities, and treated water reserves. The City has operated a water system for over 60 years and works hard to maintain and manage the system.

The Oregon Department of Human Services, Drinking Water Program, regulates the need for water master planning in the State of Oregon. The laws governing public water systems require that all water providers maintain a current water master plan. Master plans are to be updated on intervals no longer than 20 years and are often updated every ten years. The City's last master plan was completed in 1988. Therefore, by completing this update, the City is complying with the Department's planning requirements. The City's water system has also been experiencing some capacity issues and questions related to treatment capacity necessitated a complete study of the issues.

Planning was authorized to begin in September of 2007. Planning was undertaken and managed with the aid of a Water System Task Force comprised of community members with specific insights or backgrounds pertinent to water planning in Newport. The Task Force reviewed the

planning progress, provided insight and feedback, and directed and sustained much of the actions of the consultants in preparing this planning effort.

ES-2 Summary of Section 2 – Study Area

Section 2 summarizes many of the physical, environmental, socio-economic, and population issues related to the city of Newport and the surrounding area. The Section includes detailed mapping defining the City Limits, Urban Growth Boundary, wetland issues, flood plain issues, and other relevant information.

Section 2 includes an analysis of historic population figures data and develops an analysis for future population growth as well as a summary of census data.

Table 1 below summarizes the population analysis developed in this plan and utilized for all planning and sizing criteria for proposed facilities.

Table 1 – Population Analysis and Summary – City of Newport

Year	1.25% Growth Inside City Limits			1.25% Growth Outside City Limits, Inside UGB			OCCE Central Campus	Total		
	Housing			Housing			EDU	Housing		
	Population	Units	EDU	Population	Units	EDU		Population	Units	EDU
2007	10,455	5,501	11,270					10,455	5,501	11,270
2008	10,586	5,601	11,411					10,586	5,601	11,411
2009	10,718	5,671	11,554					10,718	5,671	11,554
2010	10,852	5,742	11,698	140	74	119		10,992	5,816	11,817
2011	10,988	5,814	11,845	142	75	120	410	11,129	5,889	12,375
2012	11,125	5,886	11,993	144	76	122	410	11,269	5,962	12,525
2013	11,264	5,960	12,143	145	77	124	410	11,409	6,037	12,676
2014	11,405	6,034	12,294	147	78	125	410	11,552	6,112	12,829
2015	11,547	6,110	12,448	149	79	127	410	11,696	6,189	12,985
2016	11,692	6,186	12,604	151	80	128	410	11,843	6,266	13,142
2017	11,838	6,263	12,761	153	81	130	410	11,991	6,344	13,301
2018	11,986	6,342	12,921	155	82	131	410	12,140	6,424	13,462
2019	12,136	6,421	13,082	157	83	133	410	12,292	6,504	13,625
2020	12,287	6,501	13,246	159	84	135	820	12,446	6,585	14,201
2021	12,441	6,583	13,411	160	85	136	820	12,601	6,667	14,368
2022	12,596	6,665	13,579	163	86	138	820	12,759	6,751	14,537
2023	12,754	6,748	13,749	165	87	140	820	12,918	6,835	14,709
2024	12,913	6,832	13,921	167	88	142	820	13,080	6,921	14,882
2025	13,075	6,918	14,095	169	89	143	820	13,243	7,007	15,058
2026	13,238	7,004	14,271	171	90	145	820	13,409	7,095	15,236
2027	13,404	7,092	14,449	173	91	147	820	13,577	7,183	15,416
2028	13,571	7,181	14,630	175	93	149	820	13,746	7,273	15,599
2029	13,741	7,270	14,813	177	94	151	820	13,918	7,364	15,783
2030	13,913	7,361	14,998	179	95	153	820	14,092	7,456	15,970
Change	3,458	1,860	3,728	39	21	34	820	3,637	1,955	4,700

Based on this analysis, it is anticipated that approximately 3,458 persons will be added to the system over the planning period or around 4,700 new equivalent dwelling units including all growth sectors (residential, commercial, industrial, institutional, etc.). For more information on this analysis, see Section 2.

ES-3 Summary of Section 3- Regulatory Environment

Section 3 provides a summary of the current rules governing the management and operation of a public water system at the time of this planning effort. As water quality requirements continue to increase over time, water systems must upgrade systems and improve operations to ensure that water quality standards are met.

Section 3 provides information about the responsibilities of a water provider as well as a detailed description of the current water treatment and operation rules. As other rules are scheduled to go into effect during the planning period, information about upcoming rule changes is also provided. This includes discussion on the Long Term 2 Enhanced Surface Water Treatment Rule, the Stage 2 Disinfection Byproducts Rule, and other rules that are expected to become effective during the planning period.

ES-4 Summary of Section 4 – Design Criteria and Service Goals

The purpose of Section 4 is to establish the criteria that will be used in the planning effort to size facilities, identify deficiencies, and plan for improvements. In general, Section 4 defines the standards that will be used to measure the effectiveness of the existing water system and make recommendations for the future health of the system. Section 4 identifies the standard that will be used to measure capacity requirements for such facilities as:

- Raw water supplies
- Water treatment capacities
- Treated water storage capacities
- Fire protection requirements

The basis used for establishing cost estimates in the master plan is also presented in this section. Construction costs are tied to a national construction index known as the Engineering News Record (ENR) Index. The index is published monthly and can be used to update project costs in the master plan over time.

ES-5 Summary of Section 5 – Existing Water System

Section 5 provides a detailed description of all of the water system components in the City's existing water system. A summary of these components is provided below.

Water Rights

The City of Newport holds several water rights in the area. The only rights that are of practicable use are the rights on Big Creek and the Siletz River. Table 2 below summarizes the existing water rights held by Newport.

Table 2 – Newport Water Rights

				Priority	POD Rate
Source Name	Application	Permit	Certificate	Date	(cfs)
Blattner Creek	S72	S20	1012	5/10/1909	0.54
Nye Creek	S8970	S5882	8603	5/14/1923	1.5
Nye Creek	S9224	S6197	9113	10/15/1923	0.7
Hurbert Creek	S9221	S6194	9112	10/15/1923	0.1
Big Creek	S11156	S7722	9127	10/27/1926	10.0
Siletz River	S39121	S29213	~	9/24/1963	6.0
Jeffries Creek	S44381	S33151	57650	1/9/1968	0.4
					19.24
				Priority	Storage
Storage	Application	Permit	Certificate	Date	(acre-feet)
Big Creek Res. #1	S26388	S20703	21357	8/31/1951	200
Big Creek Res. #2	S43413	S33127	48628	3/24/1967	310
Big Creek Res. #2	S43413	S33127	48628	6/5/1968	35
Big Creek Res. #2	S52204	S38220	~	7/19/1974	625

Raw Water Facilities

The City diverts water from the Siletz River near the City of Siletz and pumps raw water through five miles of 16-inch and 18-inch piping. The Siletz water is deposited into the Upper Big Creek Reservoir where it is held until it flows into the Lower Big Creek Reservoir. The raw water intake facility, located on the lower reservoir, pumps raw water to the treatment facility.

Treatment Facilities

The existing treatment plant is classified as a conventional type facility utilizing two circular solids contact clarifiers (clariflocculators), four filters, chlorine disinfection, and other related facilities. The existing plant is capable of treating between 3.5 and 4 million gallons per day of water though it struggles with water quality during the peak demand season mostly due to high levels of manganese in the raw water. The plant is in excess of 60 years of age and has several deficiencies that have caused the plant to be difficult to operate. During peak demand seasons, the plant often operates for 24 hours a day and is unable to “gain” on the treated water supplies in the system. This is a strong indication that the plant is unable to supply the treated water needs of the community. For its age, the plant has been well operated and maintained. A detailed discussion of all treatment components is provided in Section 5.

Treated Water Storage

The City operates six treated water storage tanks totaling over 8-million gallons of storage. The tanks range in age, condition, and type including steel and concrete tanks. The major deficiencies related to the existing tanks are distribution of the reserves throughout the system.

Table 3 – Treated Water Reserve Summary

Name	Nominal Volume	Year Installed	Base Elevation	Overflow Elevation	Diameter (ft)	Height (ft)	Max. Working Volume (gal)	Service Elev. (40-80 psi)	Max. Serv. El. (25 psi static)
Main Tank #1	2.0 MG	1972	241.0	275.0	100	34.75	1,968,187	90' to 183'	217'
Main Tank #2	2.0 MG	1978	241.0	275.0	100	34.75	1,968,187	90' to 183'	217'
Smith Tank	0.25 MG	1958	271.5	302.5	38	31.5	258,755	118' to 210'	245'
Yaquina Hts. Tank	1.6 MG	1993	360.25	410.0	75	51.5	1,627,610	225' to 318'	352'
South Beach Tank	1.3 MG	1998	160.25	200.0	75	41.5	1,297,131	15' to 108'	142'
City Shops Tanks	1.1 MG	1910		219.0			1,100,000	34' to 127'	161'
Total Maximum Existing Storage							8,219,871		

Distribution System

The City of Newport's distribution system is comprised of over 90 miles of piping and 6 booster pump stations. The City operates over nine separate pressure levels due to the variety of elevations in the system. Fire protection is provided throughout the system through over 500 fire hydrants. Hydrant coverage is good with only limited areas that have deficient spacing between hydrants.

Table 4 – Pipeline Summary

Diameter (inches)	Length (feet)	% Total
2	35,000	7.4%
3	800	0.2%
4	27,500	5.8%
6	154,000	32.4%
8	130,200	27.4%
10	23,900	5.0%
12	85,600	18.0%
14	3,300	0.7%
16	15,600	3.3%
Total	475,900	feet
	90.1	miles

Computerized hydraulic modeling shows that fire flows in the system are very good in most locations with isolated pockets of deficiencies. Deficiencies are generally due to undersized piping and dead end pipe runs that do not allow adequate flows to fight a typical fire.

Section 5 includes drawings of the piping network, hydrant locations and coverage, and other information on the existing system.

ES-6 Section 6 Summary – Water Demand Analysis

Section 6 describes the analysis that was completed to determine the water demand requirements for the system as well as the demands that were projected into the planning period. The analysis included a comprehensive review of water production and sales data to determine the amount of water that is produced versus the amount that is sold. The difference between the two amounts is defined as unaccounted water. Unaccounted water may include leakage, meter inaccuracies, fire fighting water, and other unmetered use. The City works hard to reduce the levels of unaccounted water.

The analysis seeks to define average and peak level water demands. Figure 1 illustrates water plant production and plant run times for 2006. It is clear that the plant has to run at or near 24 hours per day through much of the summer months to keep up with demands.

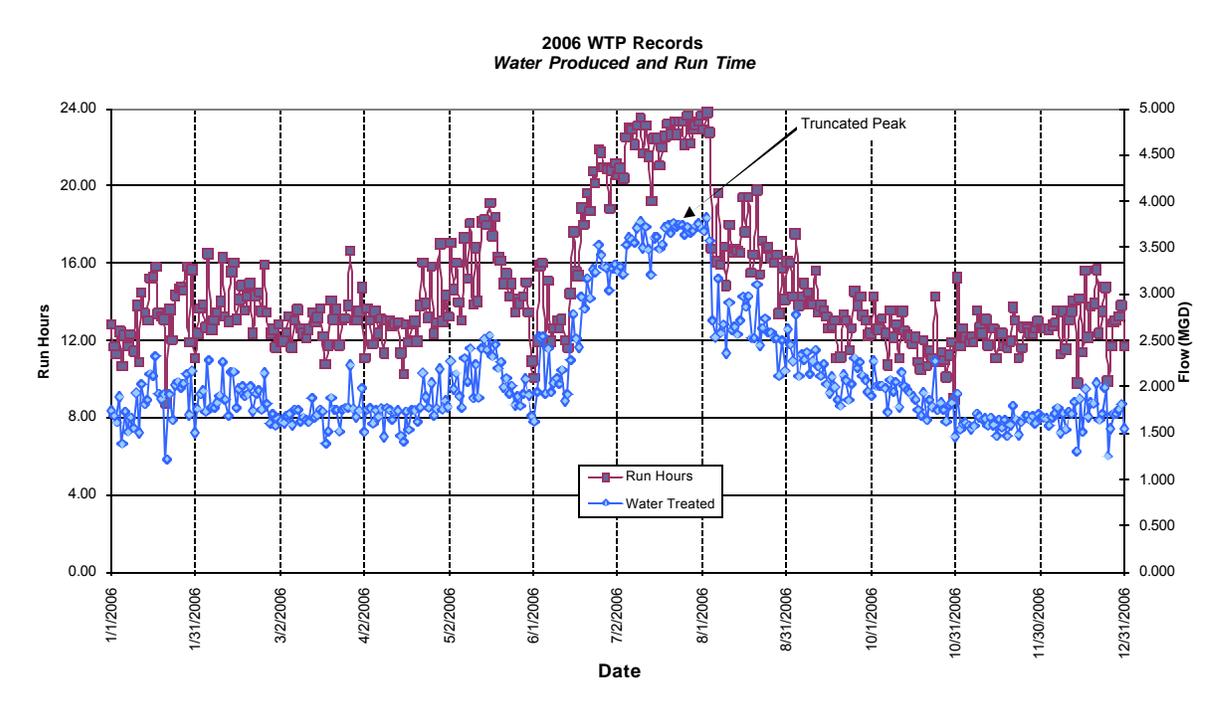


Figure 1 – Water Production and Plant Run Times

Water sales data was reviewed and compared against production data. It was determined that the City experiences unaccounted water levels on the order of 16%. This is relatively good though the current State requirement is to reduce water losses to under 15%. Those successful in meeting this goal are encouraged to reduce unaccounted levels to less than 10%.

The City sells water to a variety of customer sectors including residential, commercial, industrial, and others. The billing department keeps data on each sector's water use. Figure 2 below shows the distribution of water use in Newport.

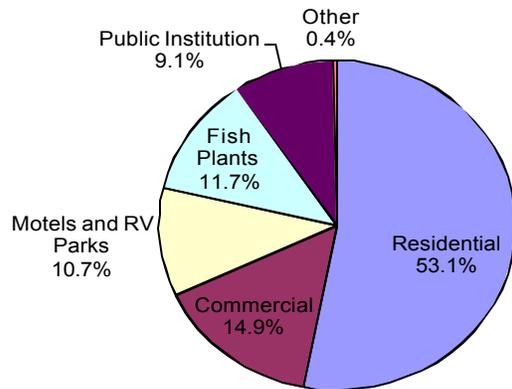


Figure 2 – Water Sales Distribution Summary by Sector

Table 5 below summarizes the water demand projections utilized in the master planning effort. The table illustrates the projected population and equivalent dwelling units along with the average daily flows (ADD), maximum monthly flows (MMD), maximum daily flows (MDD), and peak hourly flows (PHD) in millions of gallons per day (MGD).

Table 5 – Water Demand Projections

Year	Population	EDU	ADD (mgd)	MMD (mgd)	MDD (mgd)	PHD (mgd)
2007	10,455	11,270	2.15	3.80	4.10	8.60
2008	10,586	11,411	2.18	3.85	4.15	8.71
2009	10,718	11,554	2.20	3.90	4.20	8.82
2010	10,992	11,817	2.25	3.98	4.30	9.02
2011	11,129	12,375	2.36	4.17	4.50	9.44
2012	11,269	12,525	2.39	4.22	4.56	9.56
2013	11,409	12,676	2.42	4.27	4.61	9.67
2014	11,552	12,829	2.45	4.33	4.67	9.79
2015	11,696	12,985	2.48	4.38	4.72	9.91
2016	11,843	13,142	2.51	4.43	4.78	10.03
2017	11,991	13,301	2.54	4.48	4.84	10.15
2018	12,140	13,462	2.57	4.54	4.90	10.27
2019	12,292	13,625	2.60	4.59	4.96	10.40
2020	12,446	14,201	2.71	4.79	5.17	10.84
2021	12,601	14,368	2.74	4.84	5.23	10.96
2022	12,759	14,537	2.77	4.90	5.29	11.09
2023	12,918	14,709	2.81	4.96	5.35	11.22
2024	13,080	14,882	2.84	5.02	5.41	11.36
2025	13,243	15,058	2.87	5.08	5.48	11.49
2026	13,409	15,236	2.91	5.14	5.54	11.63
2027	13,577	15,416	2.94	5.20	5.61	11.76
2028	13,746	15,599	2.98	5.26	5.67	11.90
2029	13,918	15,783	3.01	5.32	5.74	12.04
2030	14,092	15,970	3.05	5.38	5.81	12.19

More detailed information about the planning criteria and water demand analysis can be found in Sections 4 and 6 of the master plan.

ES-7 Section 7 Summary – Alternatives and Recommendations

Section 7 describes the analysis that was undertaken for each system component to determine if a deficiency exists and, if so, what alternatives were available to remedy the deficiency. Recommendations and cost estimates are also provided in this section for all system components.

A brief summary of the alternatives considered and the recommendations made is provided below for the major system components.

Raw Water System

It was found that the existing raw water system is deficient for the planning period as currently utilized. This is due to deficiencies in Big Creek in the summer months and that the Big Creek reservoir runs low as demands increase. This problem will become worse as the planning period progresses. It was recommended that the City pump more water from the Siletz River for longer periods of time than currently practiced in an effort to optimize the existing reservoir capacity.

Figure 3 below illustrates the water balance that can be used to optimize the reserves in Big Creek. However, the City must continue to move planning forward to solve their long-term raw water supply needs. The City should have adequate supplies for this planning period, though there is little room for contingency. Plans should continue to move forward to consider other alternatives for future water supply needs. This includes discussions on the Rocky Creek Dam project, raising the height of the dam at Big Creek, constructing a dam at Valsetz, and other potential projects that would result in increased water supplies for Newport.

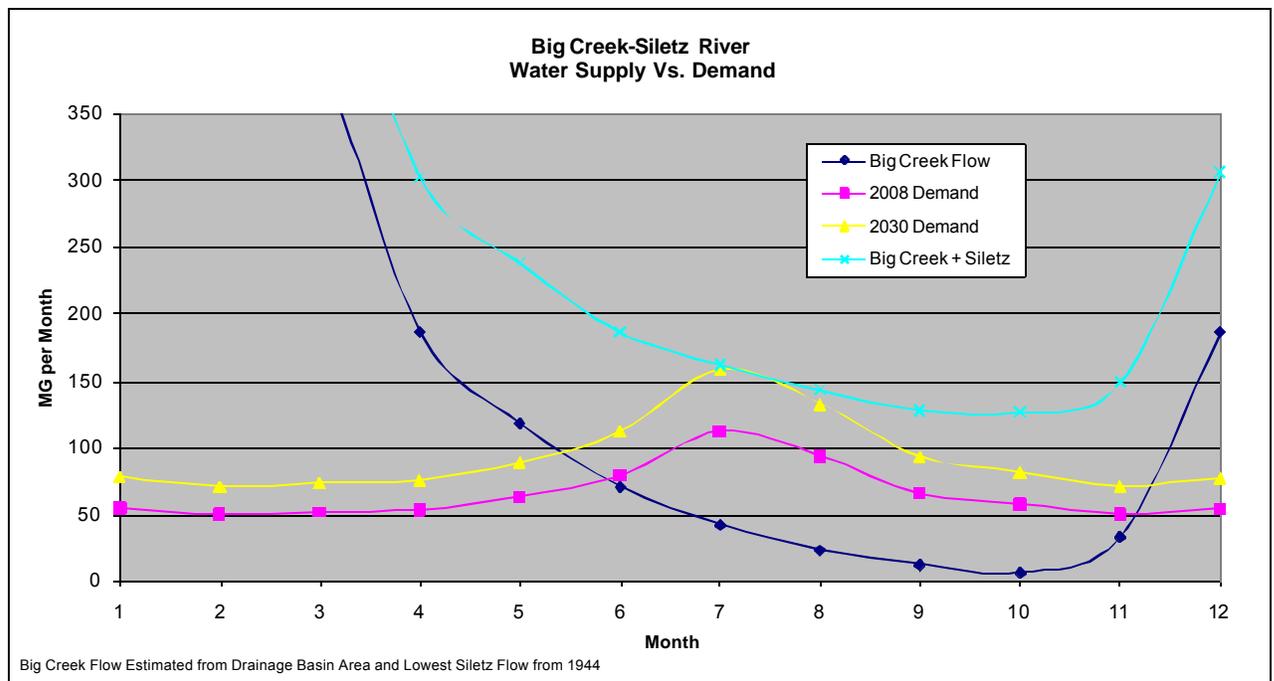


Figure 3 – Big Creek and Siletz Water Supply Balance Summary

Water Treatment System

The existing treatment plant is inadequate for current demand levels. Due to the age and condition of the facility, it was determined that expanding the plant utilizing the existing process technology did not make treatment or financial sense. A number of alternatives were considered including desalination, membrane treatment, and various locations for a new plant. In the end, it was recommended that the City construct a new facility at the existing site, taking advantage of some of the existing structures and components, but expanding the facility to accommodate a new membrane treatment process capable of producing 7 MGD now with the ability to expand to 10 MGD in the future.

Treated Water Storage and Distribution

It was found that, from a volume perspective, the City has adequate treated water reserves. However, the distribution of those reserves throughout the system is inadequate. Fire flows in the north part of the system were widely deficient without a tank in the north part of the system. Therefore, it is recommended that a new tank be constructed in the Agate Beach area to solve fire flow issues.

Computer modeling was utilized to develop several other projects to correct distribution problems and deficiencies related to the low fire flows, dead end piping runs, and other deficiencies.

Detailed project descriptions and cost estimates can be found in Section 7.

ES-8 Section 8 Summary – Capital Improvement Plan

The purpose of Section 8 is to summarize the recommendations developed in Section 7 into a Capital Improvement Plan (CIP). The CIP lists all the projects that are planned to improve the system over the planning period. The CIP for the City of Newport water system is summarized below in Table 6.

Table 6 – CIP Summary

Project	Description	Project Budget
T1	Big Creek Water Treatment Plant Improvements	\$12,125,340
T2	Siletz River Pump Station - Pump Replacement	\$642,060
T3	Upper Lake Syphon Intake	\$612,540
T4	Raw Water Transmission Pipe, Dam to Plant	\$1,239,840
S1	Agate Beach Lower Storage Tank - 1.0 MG GFS	\$2,009,575
S2	Agate Beach Upper Storage Tank - 1.0 MG GFS	\$1,740,470
S3	City Shops Tank Replacement - 1.0 MG GFS	\$1,657,090
S4	King Ridge Storage Tank - 1.0 MG GFS	\$2,533,740
D1	Highway 101 SE 40th to 50th Waterline, Hwy. Bore Crossing	\$528,260
D2	12" Redundant Bay Crossing, Idaho Point Option	\$2,333,560
D3	Highway 101 NE 36th to NE 40th Waterline	\$228,780
D4	Highway 101 NE 40th to Circle Way Waterline Replacement	\$509,220
D5	NE 40th and Golf Course Drive Waterline Replacement	\$389,670
D6	NE Crestview Pl. to 17th Ct. Waterline Loop	\$132,840
D7	NE Avery Street Loop Closure	\$112,770
D8	NW 19th (Nye St. to Hwy 101) and Nye St. (18th to 20th) Waterline	\$153,510
D9	Ocean View (12th to 14th) Waterline Replacement, Loop 13th to 12th	\$196,160
D10	NW 60th / Rhododendron Waterline Replacement	\$77,790
D11	SW Coho Street (27th to 29th) Waterline Replacement	\$106,270
D12	Idaho Point Waterline Replacement and Looping	\$574,315
D13	East Newport Waterline Extensions	\$2,096,510
D14	Water Meter Replacement - Conversion to Touch Read Meters	\$1,461,240
D15	NE 5th St., Benton to Eads	\$107,600
P1	Candletree Pump Station Rehabilitation	\$206,640
P2	Lakewood Pump Station Rehabilitation	\$187,450
Total CIP Budget Estimate		\$31,963,241

The projects listed on the CIP summary are divided into project sectors: (T) treatment, (S) storage, (D) distribution, and (P) for pump stations. The projects were organized into three priority categories to aid the City in undertaking the projects in an orderly and prioritized manner.

Tables 7, 8, and 9 summarize the priority 1, 2, and 3 project groups. Priority 1 projects should be undertaken immediately. Priority 2 projects should be undertaken over the next 5 to 10 years. Priority 3 projects should be undertaken as development patterns, deficiencies, or other project needs dictate. All projects are considered important to maintain an effective and viable water system in Newport throughout the planning period.

Table 7 – Priority 1 Projects

Project No.	Description	Project Cost
T1	Big Creek Water Treatment Plant Improvements	\$12,125,340
T3	Upper Lake Syphon Intake	\$612,540
T4	Raw Water Transmission Pipe, Dam to Plant	\$1,239,840
S1	Agate Beach Lower Storage Tank - 1.0 MG GFS	\$2,009,575
D1	Highway 101 SE 40th to 50th Waterline, Hwy. Bore Crossing	\$528,260
Total		\$16,515,555

Table 8 – Priority 2 Projects

Project No.	Description	Project Cost
T2	Siletz River Pump Station - Pump Replacement	\$642,060
D2	12" Redundant Bay Crossing, Idaho Point Option	\$2,333,560
D3	Highway 101 NE 36th to NE 40th Waterline	\$228,780
D5	NE 40th and Golf Course Drive Waterline Replacement	\$389,670
D6	NE Crestview Pl. to 17th Ct. Waterline Loop	\$132,840
D7	NE Avery Street Loop Closure	\$112,770
D8	NW 19th (Nye St. to Hwy 101) and Nye St. (18th to 20th) Waterline	\$153,510
D9	Ocean View (12th to 14th) Waterline Replacement, Loop 13th to 12th	\$196,160
D10	NW 60th / Rhododendron Waterline Replacement	\$77,790
D11	SW Coho Street (27th to 29th) Waterline Replacement	\$106,270
D12	Idaho Point Waterline Replacement and Looping	\$574,315
P1	Candletree Pump Station Rehabilitation	\$206,640
P2	Lakewood Pump Station Rehabilitation	\$187,450
D15	NE 5th St., Benton to Eads	\$107,600
Total		\$5,449,416

Table 9 – Priority 3 Projects

Project No.	Description	Project Cost
D13	East Newport Waterline Extensions	\$2,096,510
D4	Highway 101 NE 40th to Circle Way Waterline Replacement	\$509,220
S2	Agate Beach Upper Storage Tank - 1.0 MG GFS	\$1,740,470
S3	City Shops Tank Replacement - 1.0 MG GFS	\$1,657,090
S4	King Ridge Storage Tank - 1.0 MG GFS	\$2,533,740
D14	Water Meter Replacement - Conversion to Touch Read Meters	\$1,461,240
Total		\$9,998,270

Section 8 also includes an update of the City's Water System SDC Methodology to reflect changes resulting from the updated CIP. Based on the methodology update in Section 8, the City should set the new SDC for the water system to around \$1,663 per equivalent dwelling unit. This is a reduction from the previous SDC assessment. The change is due to an increase in anticipated growth in the water system coupled with a funding plan for the priority 1 projects that includes utilizing GO bond funds which renders the projects to be SDC ineligible.

ES-9 Section 9 Summary – Conservation Planning

Section 9 is provided as information and recommendations for conservation planning in Newport. The Oregon Department of Water Resources (WRD) has rules in place requiring systems to develop a conservation and management plan that is designed to reduce overall water consumption in the community and aid communities in resourceful and effective management of their water supplies.

Section 9 provides information and recommendations to the City on potential efforts and measures that they may take. However, completing a true conservation and management plan requires that the City actually make efforts, measure results, and report their effectiveness to WRD over time. A true conservation and management plan is a living and active effort that will be undertaken over many years and throughout the entire planning period.

Section 9 includes information on the management of the existing system, description of conservation measures, mandatory conservation measures, curtailment planning, and long-range water supply planning.

ES-10 Section 10 Summary – Financing and Rate Analysis

Section 10 includes an analysis of financial issues related to the Newport water system. A summary of the existing rate structures is presented along with a budget summary for the past 3 budget cycles. A brief description of potential funding sources is provided along with contact information for each program. Finally, a discussion of the funding plan for the CIP is presented. Specifically, the plan to fund priority 1 projects is to pass a GO bond measure in November of 2008. The City’s finance department developed a plan that would allow funding the priority 1 projects through a GO bond that would not result in an increase in property taxes due to other bonds that are about to be retired. Figure 4 below illustrates the GO bond plan for the planning period.

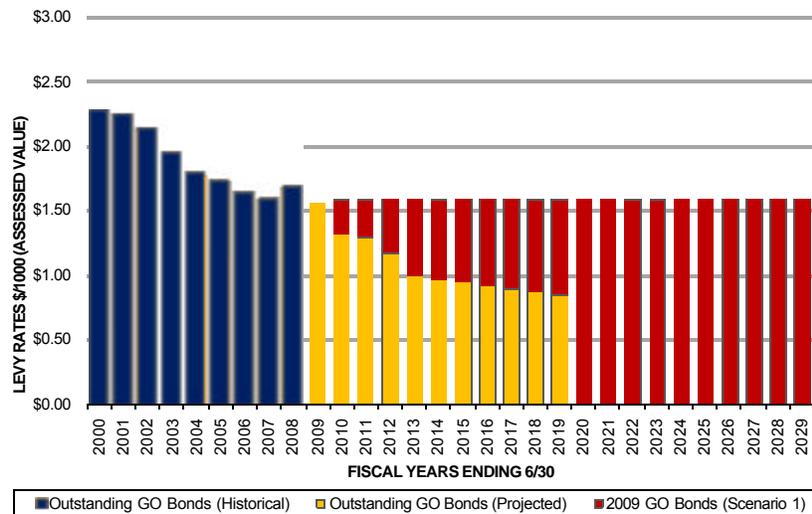


Figure 4 – GO Bond Summary

ATTACHMENT "A-4"
FILE # 1-CP-09 (City of Newport)
2008 Water System Master Plan

Please note: Because of the large file size, the 2008 Water System Master Plan is not included in the posted March 16, 2009, Council packet material. The 2008 Water System Master Plan is posted on the City of Newport website (www.thecityofnewport.net) on the Public Works Department webpage under City Master Water Plan. If a hard copy of the document is needed, please contact either Wanda Haney (574-0629) or Peggy Hawker (574-0613).

CITY OF NEWPORT NOTICE OF A PUBLIC HEARING¹

NOTICE IS HEREBY GIVEN that the City Council of the City of Newport, Oregon, will hold a public hearing on Monday, March 16, 2009, at 7:00 p.m. to review the following comprehensive plan text amendment.

Initiated by: City of Newport. **File No. 1-CP-09.**

Request: A proposed text amendment to the Public Facilities Section of the Newport Comprehensive Plan to adopt an updated 2008 Water System Master Plan. The City of Newport Comprehensive Plan Public Facilities Section contains data, text, inventories, and conclusions related to the provision of water based on a 1988 plan that the City wishes to amend to adopt an updated 2008 Water System Master Plan prepared by Civil West Engineering Services, Inc. The 2008 Water System Master Plan was developed through a public process with input provided by an appointed Water Treatment Task Force representing a variety of members of the community that met in public meetings to provide guidance and a recommendation on the master plan update. Following the recommendation of the Water Treatment Task Force, the Newport City Council initiated on December 1, 2008, the amendment to the Comprehensive Plan to adopt the 2008 Water System Master Plan. The Planning Commission held a public hearing on the proposed amendment on February 23, 2009, and voted unanimously to recommend approval of the amendment allowing for the corrections of typographical/grammatical errors.

Applicable criteria: The Newport Comprehensive Plan Section entitled "Administration of the Plan" (p. 287-288) requires findings regarding the following for the proposed amendment:

- A. Data, Text, Inventories or Graphics Amendment: 1) New or updated information.
- B. Conclusions Amendment: 1) Change or addition to the data, text, inventories, or graphics which significantly affects a conclusion that is drawn for that information.

Testimony: Testimony and evidence must be directed toward the request above or other criteria, including criteria within the Comprehensive Plan and its implementing ordinances, which the person believes to apply to the decision. Testimony may be submitted in written or oral form. Oral testimony and written testimony will be taken during the course of the public hearing. The hearing may include a report by staff, testimony from proponents, testimony from opponents, and questions and deliberation by the City Council. Written testimony sent to the Community Development (Planning) Department (address under "Amendment Material") must be received by 5:00 p.m. the day of the hearing to be included as part of the hearing or must be personally presented during testimony at the public hearing.

Amendment Material: Material related to the proposed amendment may be reviewed or a copy purchased at the Newport Community Development (Planning) Department, City Hall, 169 S.W. Coast Hwy, Newport, Oregon, 97365. Please note that this is a legislative public hearing process and changes to the proposed amendment may be recommended and made through the public hearing process and those changes may also be viewed or a copy purchased. The 2008 Water System Master Plan is posted on the City of Newport website at: www.thecityofnewport.net on the Public Works Department webpage as "City Master Water Plan."

Contact: James Bassingthwaite, Community Development Director (541) 574-0626 (address above in "Amendment Material").

Time/Place of Public Hearing: Monday, March 16, 2009; 7:00 p.m., City Hall Council Chambers (address above in "Amendment Material").

Notice Mailed: March 2, 2009.

Published: March 6, 2009/News-Times.

¹ Various individuals and entities on the Water System Master Plan Update stakeholders list and public/private utilities/agencies and affected city departments.

ATTACHMENT "C"
FILE # 1-CP-09 (City of Newport)
PC 2/23/09 Draft Minutes

Draft Minutes
City of Newport Planning Commission Regular Session
Monday, February 23, 2009

Commissioners Present: Jim McIntyre, John Rehfuss, Teresa Atwill, Mark Fisher, and Dick Beemer.

Commissioners Absent: Jim Patrick and Dawn Newman (excused).

City Staff Present: Community Development Director (CDD) James Bassingthwaite, Senior Planner Meredith Savage, City Engineer/Public Works Director Lee Ritzman, and Senior Administrative Assistant Wanda Haney.

In the absence of the Chair and Vice Chair, **MOTION** was made by Commissioner McIntyre, seconded by Commissioner Fisher, that Commissioner Atwill, as the next most senior member, preside as Chair Pro-Tem for the meeting. The motion carried unanimously in a voice vote. Atwill called the meeting to order in the Newport City Council Chambers at 7:05 p.m.

PORTION OF MINUTES INVOLVING FILE NO. 1-CP-09

Legislative Actions:

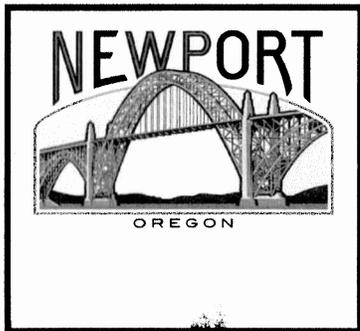
3. File No. 1-CP-09. The Planning Commission will review and make recommendation to the Newport City Council on a proposed text amendment to the Public Facilities Section of the Newport Comprehensive Plan to adopt an updated 2008 Water System Master Plan. The City of Newport Comprehensive Plan Public Facilities Section contains data, text, inventories, and conclusions related to the provision of water based on a 1988 plan that the City wishes to amend to adopt an updated 2008 Water System Mater Plan prepared by Civil West Engineering Services, Inc.

Atwill began this hearing at 8:10 p.m. by reading the summary of the file from the agenda and asking for the Staff Report. Bassingthwaite noted that generally for legislative actions, just a staff memorandum is prepared; but the Comprehensive Plan requires certain findings. He noted that Lee Ritzman previously had made a presentation of the Water System Master Plan to the Planning Commission. Bassingthwaite entered into the record proof of mailing of the notice to DLCD on January 7, 2009, affidavit of mailing of notice on February 5, 2009, proof of publication in the News-Times on February 11, 2009, and the complete set of file materials. Bassingthwaite explained that Ritzman has noted some minor corrections of typographical and grammatical errors in the draft plan and noted that the Planning Commission could recommend approval of the plan including those minor corrections.

PROPONENTS: City Engineer/Public Works Director Lee Ritzman came forward to explain the draft plan and answer any questions. He reiterated that the Commission had received a presentation on the draft at an earlier meeting, and the plan is posted on the City's web site. He noted that we have not received any comments or concerns. Ritzman said that he went through the entire document and found a few little things that needed correction such as typographical and grammatical errors. These are nothing that change the content or message of the plan. Ritzman mentioned the members that sat on the committee that worked on the master plan. He said that there is still work to be done. There is an outlined water conservation and management plan involved, and the task force will continue to meet and implement that plan. The task force also has expressed that they would like to stay together to monitor construction of the new water treatment plant. In response to a question about a diagram from an earlier PowerPoint presentation and the location of the new plant from Commissioner Rehfuss, Ritzman noted that it just shows that it is feasible to build at the existing site. It is questionable whether the old building should be used because it doesn't meet current earthquake standards; but the new plant can still be on the same property. There were no other proponents present to testify.

OPPONENTS OR INTERESTED PARTIES: There were no opponents or interested parties present to testify.

Atwill closed the hearing at 8:16 p.m. **MOTION** was made by Commissioner Rehfuss, seconded by Commissioner McIntyre, to recommend to the City Council approval of the 2008 Water System Master Plan with the minor typographical and grammatical corrections. The motion carried unanimously in a voice vote.



Agenda Item # VIII. B.
 Meeting Date 3/16/09

CITY COUNCIL AGENDA ITEM SUMMARY
 City Of Newport, Oregon

Issue/Agenda Title: Resolution No. 3460 – Endorsing a State Parks Grant Application

Prepared By: Jim Protiva Dept Head Approval: jap City Mgr Approval: [Signature]

Issue Before the Council: The Parks and Recreation Department requests approval by resolution to make application for the local government grant program with regards to Coast Park.

Staff Recommendation: Staff recommends for approval to submit an application for funds to enhance city property for the purpose of creating a community park.

Proposed Motion: I move that the Council accept Resolution No. 3460 which authorizes the application for local government grant program funding to enhance city property commonly referred to as Coast Park.

Key Facts and Information Summary: This request satisfies a requirement of the grant application process. The funds come from the National Park Service and are administered locally by the Oregon Parks and Recreation Department.

Other Alternatives Considered: This is a potential funding source if awarded. There may be other grants or funding sources available in the future.

City Council Goals: Beautification of city property.

Attachment List: See resolution.

Fiscal Notes: There is no fiscal impact to apply. If awarded, the city will be required to provide 40 percent of the value of the project. This can be a combination of donations, in-kind services, volunteer labor, SDC funding, or cash from the General Fund. The total preliminary estimate for this project is \$500,000.

CITY OF NEWPORT
RESOLUTION NO. 3460

A RESOLUTION SUPPORTING A GRANT APPLICATION
TO THE OREGON PARKS AND RECREATION DEPARTMENT
FOR COAST PARK DEVELOPMENT

WHEREAS, the Oregon Parks and Recreation Department is accepting applications for the Local Government Grant Program; and

WHEREAS, the City of Newport desires to participate in this grant program to the greatest extent possible as a means of providing needed park and recreation acquisitions, improvements, and enhancements; and

WHEREAS, the City Council of the City of Newport has identified improvements at Coast Park as a high priority need in the City of Newport; and

WHEREAS, the project includes developing raw land into park land through landscaping improvements; and installation of playground equipment; and

WHEREAS, the applicant hereby certifies that the matching share for this application is readily available at this time.

NOW, THEREFORE, BE IT RESOLVED:

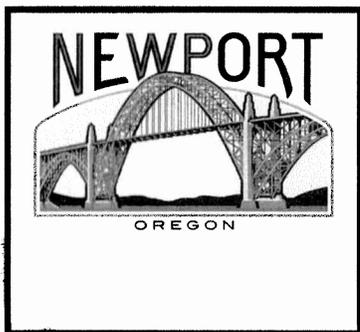
That the City of Newport is authorized to apply for a Local Government Grant from the Oregon Parks and Recreation Department for Coast Park improvements as specified above.

ADOPTED BY THE CITY COUNCIL of the City of Newport this 16th day of March, 2009.

William D. Bain, Mayor

ATTEST:

Margaret M. Hawker, City Recorder



Agenda Item #

VII. C.

Meeting Date

3/16/09

CITY COUNCIL AGENDA ITEM SUMMARY

City Of Newport, Oregon

Issue/Agenda Title Special Event Application – Fee Waiver Request – Newport Loyalty Day

Prepared By: Peggy Hawker

Dept Head Approval: ph

City Mgr Approval: [Signature]

Issue Before the Council: The organizers of the Newport Loyalty Day festivities are requesting a fee waiver for the services the city provides during this event.

Staff Recommendation: Staff recommends approval of the fee waiver request for the 53rd annual Newport Loyalty Day celebration.

Proposed Motion: I move to approve the fee waiver request from the Newport Loyalty Day and Sea Fair Festival Association, Inc., for this event to be held on Saturday, May 2, 2009.

Key Facts and Information Summary: The Newport Loyalty Day and Sea Fair Festival Association, Inc. have scheduled the 53rd annual Newport Loyalty Day parade for Saturday, May 2, 2009. The association has requested the same city services and fee waivers as in past years. Specifics are included in the packet. The cost of police services for this event is \$3,500, and the costs incurred by the public works staff is \$3,181. This is for the installation and removal of the slider boards in the “Welcome to Newport” signs, placement and removal of the Chamber sign, installation and removal of detour signs, and the street sweeping. The total cost of the waiver is \$6,681.

Other Alternatives Considered: None.

City Council Goals: The request complies with Council goal A. which states “Continue to provide a full range of services including: water, sewer, storm drainage, transportation, planning, police department, fire department, parks and recreation, library, airport, economic development, and tourism development.” It specifically falls into tourism development and recreation, as the event may draw visitors, and could be considered a recreational event for residents.

Attachment List: Attached is the Special Event Application form completed by the organizers of the Newport Loyalty Day and Sea Fair Festival Association, Inc.

Fiscal Notes: The cost of waived city services for this event is \$6,681.

CITY OF NEWPORT
SPECIAL EVENT APPLICATION

Submit to: City Recorder
City of Newport
169 SW Coast Highway
Newport, OR 97365
Email: p.hawker@thecityofnewport.net

This application must be completed, signed and submitted 90 days before the first day of the event. Late applications may be accepted, but the City cannot assure that late applications will be processed in time to issue the permit. Misrepresentation in the application is ground for denial or revocation of the permit. The City may withdraw the permit if the actual event differs from the description in the application materials.
If you cannot answer in the space provided, submit additional sheets

EVENT

Event Name: Newport Loyalty Day & Sea Fair Festival Parade
Event Date: May 2, 2009 (Sat.) Time: _____
Location: _____
Facilities to be used: Park _____
(Be specific) Street Hwy 101 from SE 20th to Fall Street
Sidewalk _____
Other City Property _____
Private Property _____
Set-up dates and start time: Saturday May 2nd 2009 9am set up - Parade 12:00pm
Take-down dates and end time: Saturday May 2nd 09 by 2pm Hwy reopened.
Estimated crowd size: Participants (including vendors and volunteers) _____
Spectators _____
Has event occurred previously? Yes What dates? First Sat in May
Any changes from previous events? No (If yes, list changes on separate sheet)

APPLICANT

Name: Newport Loyalty Days & Sea Fair Festival Association, Inc.
Mailing Address: PO Box 1531
Newport OR 97365
Phone: (541) 961-1466
Email: lanorthwest@hotmail.com
Fax: _____
Contact Person (must be authorized to sign for entity): Patty Lowman, Parade Chair
Contact Person Address, Phones, Email use above contact info.

Status of Applicant (Type of Entity, For profit/nonprofit) Non profit 501 (c) 3

TRAFFIC CONTROL

Provide detailed information on traffic control assistance needed from the City, including both barriers and police officers to control traffic. Specify the locations and whether the event or the city will be required to place the barriers:

See attached

INSURANCE INFORMATION

If a special events permit is granted, evidence of insurance must be provided to the City at least 15 days before the event. A certificate of insurance showing the City of Newport as an additional insured is required in most situations, although the requirement can be waived. Minimum limit is \$1,000,000 commercial general liability or equivalent. The approval of the permit is tentative until the proof of insurance is submitted or waiver granted.

R. Louisiana
Applicant's Signature
Date: 2-2-09



NEWPORT LOYALTY DAY and SEA FAIR FESTIVAL
ASSOCIATION, INC.

P.O. Box 1531

Newport, Oregon 97365

The City of Newport
Attn: City Manager
169 So. Coast Hwy
Newport, OR 97365

RE: Newport Loyalty Days and Sea Fair Festival

The Newport Loyalty Day and Sea Fair Festival Association, Inc. has been busy preparing for the upcoming 53rd annual Newport Loyalty Days & Sea Fair Festival. This year it has been scheduled for Thursday, April 30th through May 3rd, 2009.

Honor and Dedication is the theme and we are delighted to honor as Grand Marshal's the Veteran's of Oregon Association. This organization is responsible for honoring all Oregon Veteran's with a traveling Oregon Service Medal ceremony and Field of Honor, both of which will be in Newport for the Loyalty Day weekend. From its inception here in Oregon this Veteran's Tribute has now been implemented in 37 other states to date.

Among the weekend's activities is the annual two hour parade scheduled for Saturday, May 3rd at 12:00 pm. As in years past this parade begins at the intersections of Hwy 101 and N.E. 20th street. The line of march follows Hwy 101 South and begins to fall off for disbursement at or around Fall street.

We are formally requesting the support we have traditionally received from The City of Newport for the parade. This includes assistance from the Newport Police Department and Public Works Department. We have sent in our event application, our insurance coverage is in place and our ODOT permit is pending, awaiting your signature. We are also formally requesting a waiver of fees for this event.

If you have any questions, please call either Lorrie or myself. We look forward to hearing from you.

Sincerely,

Patty Louisiana (961-1466)

Lorrie Crook (265-2211)

Co-Chairs, Newport Loyalty Days and Sea Fair Festival Assoc., Inc.



NEWPORT LOYALTY DAY and SEA FAIR FESTIVAL ASSOCIATION, INC.

P.O. Box 1531

Newport, Oregon 97365

2009 Newport Loyalty Day Parade, Saturday, May 2nd, 2009

The Newport Loyalty Day and Sea Fair Festival Association, Inc. have scheduled the 53rd annual Newport Loyalty Day parade for Saturday, May 2nd, 2009.

This event has been a part of the City of Newport and its citizens for the past 53 years, with its inception dating back to the Crab Festival of the 1930's. First as a way to entice tourism during the slower months of the year and second, to show our patriotic support for our veteran's, honoring those who have served and those who are currently serving their country. Though we as an association only organize and implement certain events, we rely on the residents and businesses to step up and use this weekend for their own expression of Loyalty Days. Charity Auto Show's, Veteran's receptions, Service Medal Ceremonies, Field of Honor sites are some of the ways the citizens of Newport offer a way to simply say thank you for your service to our veteran's. Aside from the wide support this parade receives from its citizen's, the increase of visitors, some for the first time, spend the day or the weekend and enjoy the hospitality Newport businesses are famous.

As in years past, we are implementing with your approval the following to insure a safe and fun parade for all;

The hwy closure request for the parade this year is the same as every year, with the parade route beginning at NE 20th Street (Pacific Plaza Shopping Center) and Hwy 101 – entries marching South down Hwy 101 with the parade entries being directed off Hwy 101 approximately at and around SW Fall Street. A map of the Newport area is enclosed with the parade route and detour route clearly marked.

The Newport Public Works Department established the detour route and traffic flow diagrams for all intersections. We ask that this plan continue to be used and the required barricades and cones be set out the morning of Saturday, May 2nd prior to the parade to assist the Newport Police Department personnel in implementing the traffic control plan. We also ask that the Newport Public Works Department makes available any additional barricades and cones the Newport Police Department determines it may need for this event.

A small Grandstand has in years past been erected on the corner of Hwy 20 (Olive Street) and Hwy 101. This has served as a grandstand for visiting and local dignitaries. At this time we are again asking for this grandstand to be erected at least one day prior with to the parade with tear down after the event at the discretion of Newport Public Works Department personnel.

We have requested a two hour closure with ODOT from 11:45 a.m. to 1:45 p.m. on parade day. We appreciate the leeway of 15 minutes on either side of this time frame they give us, though what we typically see is the Newport Police Department slows traffic and begins to reroute at 11:30 am and by 1:30 p.m. Hwy 101 begins to open up behind the last of the parade entries under the direction of Newport Police Department with Hwy 101 fully opened to traffic before 2:00 p.m. We leave the actual closing and opening times of the hwy to the discretion of the Newport Police Department. By limiting the commercial entries to 90 as per our rules, we feel this gives us a great parade and keeps us within the ODOT Hwy closure timeframe.

Interagency cooperation;

As in the past the Newport Police Department will be heading up traffic control with interagency cooperation from the Lincoln County Sheriff's Department, Oregon State Police, Lincoln County Ham Radio volunteers and Lincoln County Emergency Management. The Lincoln County Search and Rescue team stages the beginning of the parade with the assistance of the Lincoln County Sheriff's Mounted Posse and the Lincoln County Emergency Management office. All agencies do a tremendous job in conducting this annual event. The Newport Police Department has a traffic control procedure on file for this event and conducts a morning briefing the day of the parade. We leave it up to the Newport Police Department as to the number of officers needed, but we assist in recruiting volunteers from USCG, Station Yaquina Bay and the Oregon Army National Guard.

Upon receipt of the signed ODOT permit and our annual liability insurance coverage, copies are distributed to these agencies for their files.

Staging the parade;

We utilize a portion of the parking lots at Central Lincoln PUD, Fred Meyer for bands, Atonement Lutheran Church for large floats or over sized vehicles, behind Safeway/Rite Aid and also portions of the Wal-Mart parking lot. A portion of the front parking lot at Pacific Plaza is used as the Parade Sign-in for all entries. We understand the need to keep customers and employees happy and each year we strive to minimize any congestion. The staging begins at 9:00 am with the parade starting at 12:00 p.m.; we anticipate the need for these lots until all entries are on the parade route. (9:00 am – 1:00 pm)

Medical Plan;

Safety has always been first and foremost a top priority. We stage the Lincoln Co. volunteer Ham Radio operators along the parade route, in cooperation with Lincoln Co. Emergency Management's Office for any emergency alerts. We stage all Newport Emergency Vehicles and visiting emergency agency vehicles directly behind the walking Color Guard who start off the parade. In case of an emergency, the necessary vehicles can exit the line of march quickly. An alternate traffic route North and South has been established to allow drivers access in and around Newport during the temporary closure of Hwy 101.

Clean-up

As an extended courtesy, we also providing the services of Coastal Sweeping to clean up all lots and have used them as the last entry of the parade to clean up hwy 101. We also request the use of the street sweeper from the City of Newport to work with this vehicle to quickly sweep the hwy clean. We request from each parade entity to not throw candy or any item during the parade. Handing out within 5 feet of the sidewalk is allowed. During this event, we do not host any vendors along the parade route and do not offer any food or drink.

Thank you for your time. I look forward to assisting City Hall with any further questions you may have. We ask for a waiver of all fees associated with the City of Newport's personnel and services requested in implementing this event. As in the past, we list the City of Newport as an additional insured under our event insurance coverage.

Cordially,

Patty Louisiana, Parade Chair/ Festival Co-Chair
Newport Loyalty Days and Sea Fair Festival Association, Inc.
(541) 961-1466

Lorrie Crook, Festival Co-Chair
Newport Loyalty Days and Sea Fair Festival Association, Inc.
(541) 265-2211

Newport Loyalty Days & Sea Fair Festival 2009 Parade Rules and Regulations

We invite you to join us in celebrating the 52nd Annual Newport Loyalty Day & Sea Fair Festival Parade to be held Saturday, May 2nd, 2009 beginning at 12:00 pm.

Staging for the parade will be at Pacific Plaza (Hwy 101 and NE 20th Street) Check-in opens at 9:00 am. Judging begins at 10:00 am. The parade begins promptly at 12:00 pm. At check in, please have your group's contact person pick up your entry packet with entry number. You will then be directed to the appropriate staging area for your entry.

The parade marches South on Hwy 101 for approx. 2 miles and diverts traffic around Hwy 101, so we must limit the parade length to a Two (2) hour time frame. The attached map will aid you in finding the parade check-in area on Saturday morning.

The Newport Loyalty Days parade is organized as an event for the entire community, with families and small children in attendance. We encourage all entrants to keep this in mind.

- All entries must bear and display their entry number during the parade. No transference of entry number.
- Participants are reminded that 4 USC 8 provides guidelines regarding display of the flag of the United State of America.
- Parade participants are asked to keep pace with the line of march.
- Vehicles used for towing must have the towing capacity to tow the weight of the trailer/float/boat etc. for a slow steady up hill two mile drive.
- Any full size vehicles participating in the parade are prohibited from demonstrating short or long bursts of speed and/or spinning of tires along the line of march during the parade.
- Vehicles must have current insurance and tags. All drivers must have current and valid driver's licenses for the type of vehicle they are driving.
- Alcoholic beverages and other controlled substances are forbidden on any float, in any vehicle, or on the person of any parade participant. Participants who consume alcohol prior to the parade start are not permitted to enter the line of march.

2009 Festival Theme: Honor and Dedication

Parade Judging: Judging will begin at 10:00 am in the various staging areas on parade day. All entries must be in place and manned in order to be considered for awards.

Entries: All entries will be judged according to the Loyalty Day theme, creativity, originality, time, effort, appearance, neatness and identification of entry sponsor.

Horse & Riders: Judging will be prior to the parade start at the Lincoln Co. Fair grounds at 10:00 am. Appearance, originality, animal and tack, manners and horsemanship. An adult must accompany any rider under the age of 12. For everyone's safety, all mounted groups and individual riders will walk down as a group to the staging area. Please provide for pickup and disposal of all horse waste along the parade route.

Cars: Will be judged prior to the start of the parade. Cars will be judged on appearance in Four (4) categories. Pre 50's, 60's, 70's to present as well as Best Car Club and Best Individual.

- Due to safety concerns, parade participants are not to throw anything from their vehicle and/or float. Any entry distributing candy, literature or other materials along the line of march must hand them out within five (5) feet of the sidewalk.
- Any parade viewer who attempts to retrieve material directly from the float or vehicle, the entrant agrees to turn them away. Due to safety concerns along the parade route, we would like to avoid parade watchers from running out onto the parade route.
- Entries with large animals: as a courtesy to the other parade entrants who follow behind you, we request you provide for pickup and disposal of your animal waste along the parade route.
- The Newport Loyalty Day and Sea Fair Festival Association and its parade steering committee reserve the right for safety purposes, to deny entry either prior to or during the parade any entry not adhering to the rules or the directions of Law Enforcement personnel.

Application Deadline: Wednesday, APRIL 22, 2009

If you have questions not covered, please contact the 2009 Parade Chair, Patty Louisiana (541) 961-1466

2009 Newport Loyalty Days & Sea Fair Festival Parade Entry Application

Organization/Entry Name: _____

Contact Person: _____ email: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Phone (cell): _____

Briefly describe your entry, attach additional sheets if needed. This information will be read during the parade by our announcers and assist us in the safe staging of the parade.

Vehicles: Check all that pertain to your entry

Flat Bed	___	Fire Trucks	___	Semi	___	Cars:	Pre 50's	___	Individual	___
Specialty	___	Pick ups	___	Trailers	___		Pre 60's	___	Group	___
Cars	___						Pre 70's	___	70's to present	___

How Many: _____ Length _____ Width _____ (limit 25 vehicles per entry)

FLOATS: _____

COURTS: _____

ANIMALS: _____

WALKING, BIKE RIDING, MARCHING: _____

Special Requests: _____

Important Note: Will your entry include Music/Loud Speakers ? Yes _____ No _____

Entry Fee: A fee of \$ 20.00 must accompany your entry application. Rec'd _____
Entry application MUST include: completed signed application form and entry fee. Entry fee is non-refundable.

Rules Agreement and Liability Release:

Application is hereby made for entry into the Newport Loyalty Days & Sea Fair Festival Assoc., Inc. Parade scheduled for Saturday, May 2, 2009 beginning at 12:00 pm. The entry agrees to indemnify, hold harmless, and defend against any action against all sponsoring organizations from and against all liabilities arising out of its participation. Entrant agrees to comply with the rules of the Newport Loyalty Days Parade as listed for the safe conduct of the Newport Loyalty Day Parade. Failure to comply may cause denial of entry on parade day and/or jeopardize future parade participation.

Official Entry Representative: _____

Signature of entry representative: _____

Return to: Newport Loyalty Day Parade Committee
P.O. Box 1531
Newport, OR 97365 **APPLICATION DEADLINE: Wednesday, April 22, 2009**

Ken Lamb
ODOT, District 4
3700 SW Philomath Blvd
Corvallis, Oregon 997333

RE: 53rd Annual Newport Loyalty Day Parade

Dear Ken,

Attached is the signed ODOT permit application for the 53rd Annual Newport Loyalty Day & Sea Fair Festival Parade scheduled for Saturday, May 2nd 2009. This year the permit will be approved by the City Manager for the City of Newport. I have also attached a copy of our liability insurance policy and a copy of our 2009 parade entry application and our parade rules for our ODOT file.

The closure request for the parade is the same as last year, with the parade route beginning at NE 20th Street (Pacific Plaza Shopping Center) and Hwy 101 – entries marching South down Hwy 101 with the parade entries being directed off Hwy 101 approximately at and around SW Fall Street. A map of the Newport area is enclosed with the parade route and detour route clearly marked. I do believe you still have on file the detour route and traffic flow diagrams as established by the City of Newport for all intersections.

We are requesting a two hour closure from 11:45 a.m. to 1:45 p.m. We appreciate the leeway of 15 minutes on either side of this time frame, though what we typically see is the traffic slowed and beginning to be rerouted at 11:45 am and by 1:30 p.m. Hwy 101 begins to open up behind the last of the parade entries under the direction of Newport Police Department with Hwy 101 fully opened to traffic before 2:00 p.m. By limiting the commercial entries to 90 as per our rules, we feel this gives us a great parade and keeps us within ODOT's Hwy closure timeframe.

As in the past the Newport Police Department will be heading up traffic control with interagency cooperation from the Lincoln County Sheriff's Department, Oregon State Police, Lincoln County Ham Radio volunteers and Lincoln County Emergency Management. The Lincoln County Search and Rescue team stages the beginning of the parade with the assistance of the Lincoln County Sheriff's Mounted Posse and the Lincoln County Emergency Management office. All agencies do a tremendous job in conducting this annual event. Upon receipt of the permit, I will be distributing a copy to these agencies for their files prior to the parade.

Ken once again, thank you for your assistance.

Sincerely,

Patty Louisiana, Parade Chair (541) 961-1466
Newport Loyalty Day & Sea Fair Festival Assoc., Inc.

DRAFT PER 2009

RE: Loyalty Day parade

Dear ,

The Newport Loyalty Day & Sea Fair Festival Association is requesting partial use of your parking lot for staging of the 53rd Annual Newport Loyalty Day Parade on Saturday, May 2nd, 2009.

With this year's festival theme, "Honor and Dedication", we are delighted to honor as Grand Marshal's the Veteran's of Oregon Association. This organization is responsible for honoring all Oregon Veteran's with a traveling Oregon Service Medal ceremony and Field of Honor. Both of which will be in Newport for the Loyalty Day weekend. From its inception here in Oregon this Veteran's Tribute has been implemented in 37 other states to date.

To assist, the Lincoln County Sheriff's Search and Rescue Team will be coordinating the beginning of this parade. As in the past they utilize a portion of the parking lots at Central Lincoln PUD, a small portion of the Fred Meyer lot for the bands, Atonement Lutheran Church for large floats or over sized vehicles, behind Safeway/Rite Aid and also portions of the Wal-Mart parking lot.

We understand the need to keep your customers and employees happy and each year we strive to minimize any congestion. The staging begins at 9:00 am with the parade starting at 12:00 p.m., we anticipate the need for your lot or a portion of you lot during these hours and until all entries are on the parade route. (9:00 am – 1:00 pm) As an extended courtesy, we will also be providing the services of Coastal Sweeping to clean up all lots.

Thank you for your assistance in making the 53rd Annual Newport Loyalty Day & Sea Fair Festival parade, a success.

Sincerely,

Patty Louisiana, Parade Chair
Newport Loyalty Day & Sea Fair Festival Assoc., Inc.
541-961-1466

DRAFT Feb 2009

**APPLICATION AND PERMIT TO OCCUPY OR
PERFORM OPERATIONS UPON A STATE HIGHWAY**

See Oregon Administrative Rule, Chapter 734, Division 55

PERMIT NUMBER

73

CLASS : KEY#

GENERAL LOCATION				PURPOSE OF APPLICATION (TO CONSTRUCT/OPERATE/MAINTAIN)		
HIGHWAY NAME AND ROUTE NUMBER Oregon Coast Highway - Hwy. 101				<input type="checkbox"/> POLE LINE	TYPE	MIN. VERT. CLEARANCE
HIGHWAY NUMBER 009	COUNTY 21 = LINCOLN			<input type="checkbox"/> BURIED CABLE	TYPE	
BETWEEN OR NEAR LANDMARKS Between NE 20th Street and SW Alder Street				<input type="checkbox"/> PIPE LINE	TYPE	
HWY. REFERENCE MAP AML	DESIGNATED FREEWAY <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	IN U.S. FOREST <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		<input type="checkbox"/> NON-COMMERCIAL SIGN	FEE AMOUNT \$0.00	
APPLICANT NAME AND ADDRESS Newport Loyalty Day and Sea Fair Festival PO Box 1531 Newport, OR. 97365				<input checked="" type="checkbox"/> MISCELLANEOUS OPERATIONS AND/OR FACILITIES AS DESCRIBED BELOW		
Contact: Patty Louisiana 541-961-1466				BOND REQUIRED <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	REFERENCE: OAR 734-55 035(2)	AMOUNT OF BOND \$0.00
				INSURANCE REQUIRED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	REFERENCE: OAR 734-55 035(1)	SPECIFIED COMP. DATE

DETAIL LOCATION OF FACILITY(For more space attach additional sheets)

MILE POINT	TO	MILE POINT	ENGINEERS STATION	ENGINEERS STATION	SIDE OF HWY OR ANGLE OF CROSSING	DISTANCE FROM		BURIED CABLE OR PIPE		SPAN LENGTH
						CENTER OF PVMT	R/W LINE	DEPTH/VERT.	SIZE AND KIND	
139.32		140.73			BOTH					
NE 20th St.		SW Alder St								

DESCRIPTION AND LOCATION OF NON-COMMERCIAL SIGNS OR MISCELLANEOUS OPERATIONS FACILITIES Permit allows applicant to conduct the Newport Loyalty Day and Sea Fair Festival Parade upon portions of Highway 101, Saturday May 3 rd 2008 from 12:00 p.m. to 2:00 p.m. in accordance with all provisions and attachments.

SPECIAL PROVISIONS (FOR MORE SPACE ATTACH ADDITIONAL SHEETS)

- TRAFFIC CONTROL REQUIRED - OPEN CUTTING OF PAVED OR SURFACED AREAS ALLOWED?
- ◆ YES [OAR 734-55-025(6)] NO ◆ YES [OAR 734-55-100(2)] NO (OAR 734-55-100(1))
- ◆ AT LEAST 48 HOURS BEFORE BEGINNING WORK, THE APPLICANT OR HIS CONTRACTOR SHALL NOTIFY THE DISTRICT REPRESENTATIVE AT TELEPHONE NUMBER: **541-757-4211**
- OR FAX A COPY OF THIS PAGE TO THE DISTRICT OFFICE AT: **541-757-4290** SPECIFY TIME AND DATE IN THE SPACE BELOW.
- ◆ A COPY OF THIS PERMIT AND ALL ATTACHMENTS SHALL BE AVAILABLE AT THE WORK AREA DURING CONSTRUCTION.
- ◆ ORS 757.54 TO 757.571 REQUIRES EXCAVATORS TO LOCATE AND PROTECT ALL EXISTING UNDERGROUND UTILITIES. YOU MAY BE HELD LIABLE FOR DAMAGES. CALL FOR UTILITY LOCATES. CALL BEFORE YOU DIG. 1-800-332-2344

COMMENTS - ODOT USE ONLY SEE ATTACHED ADDITIONAL PROVISIONS

IF THE PROPOSED APPLICATION WILL AFFECT THE LOCAL GOVERNMENT, THE APPLICANT SHALL ACQUIRE THE LOCAL GOVERNMENT OFFICIAL'S SIGNATURE BEFORE ACQUIRING THE DISTRICT MANAGER'S SIGNATURE.

LOCAL GOVERNMENT OFFICIAL SIGNATURE		TITLE	DATE
X			
APPLICANT SIGNATURE	APPLICATION DATE	TITLE	TELEPHONE NO
X			
When this application is approved by the Department, the applicant is subject to, accepts and approves the terms and provisions contained and attached: and the terms of Oregon Administrative Rules, Chapter 734, Division 55, which is by this reference made a part of this permit.			DISTRICT MANAGER OR REPRESENTATIVE
			X
			APPROVAL DATE

EVENT Newport Loyalty Day Parade DATE _____

APPLICANT'S SIGNATURE Patty Logsdon / Chair

LOCAL JURISDICTION SIGNATURE _____

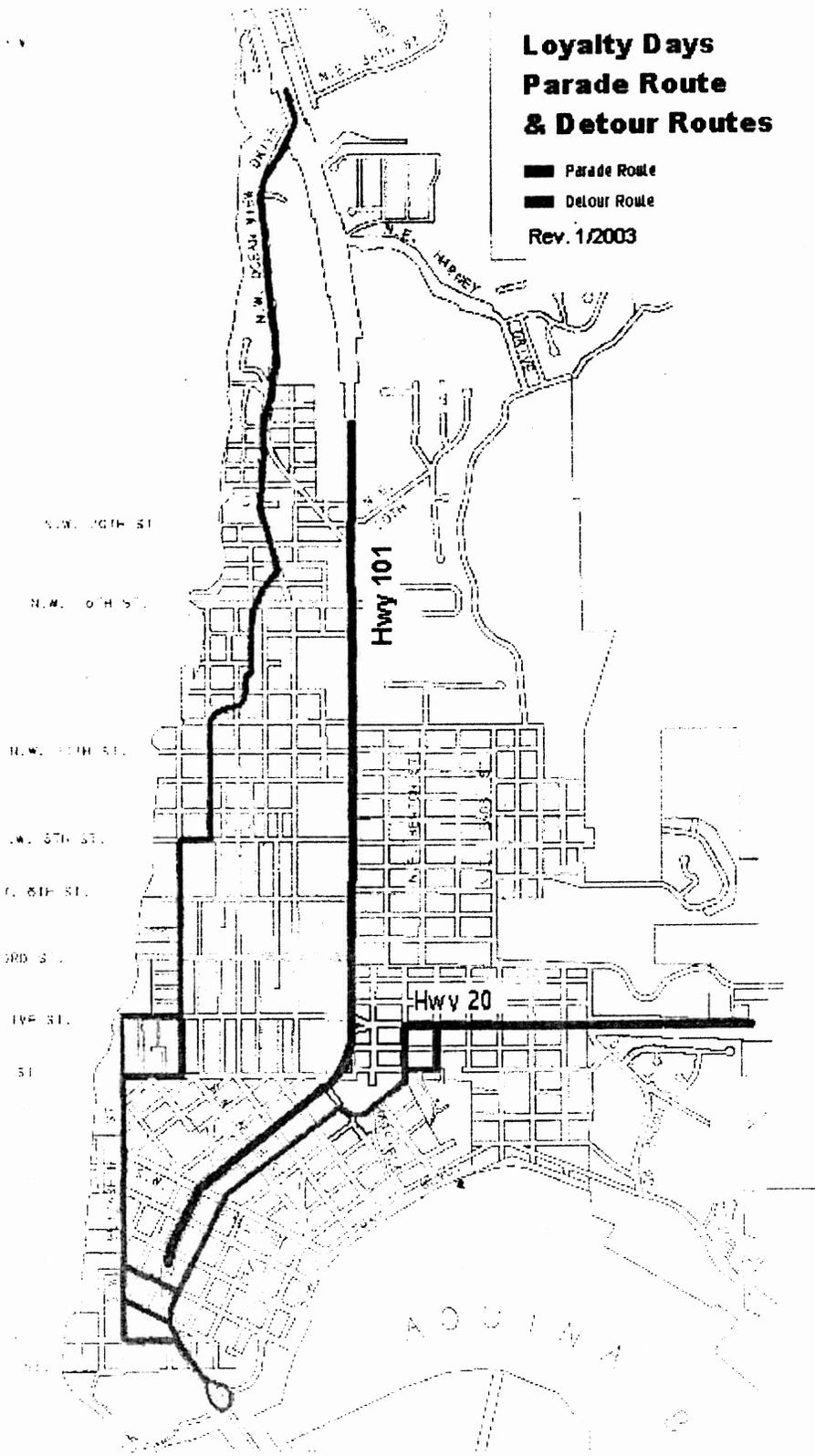
Newport City Manager

PROVISIONS FOR A PARADE PERMIT IN DISTRICT 4
(Call for locates before digging (1-800-332-2344))

1. The applicant shall provide complete traffic control by means of qualified police officers at each end of the parade and at street intersections. Applicant shall provide a description and map of the parade and detour routes including temporary sign placement. All temporary traffic control devices shall be in accordance with the Manual on Uniform Traffic Control Devices (MUTCD).
2. The applicant shall be responsible for all clean-up of debris deposited on or along the highway as a result of the parade.
3. It is the responsibility of the applicant to obtain written permission to use city streets and county roads for traffic detours, if required, from the respective Cities and Counties. The Oregon Department of Transportation has no authority to grant permission to detour traffic over city streets and county roads.
4. Parade Permits issued by ODOT will only cover that portion of a parade that takes place on a State Highway.
5. The applicant shall be responsible and liable for all accidents, damages, injuries to persons or property, that are a direct result of the parade.
6. Approval for the parade will be at the discretion of the District Manager.

Loyalty Days Parade Route & Detour Routes

 Parade Route
 Detour Route
Rev. 1/2003



Loyalty Days Parade - 2

Saturday

8:00 Deliver signs and barricades to locations

10:00 Briefing at City Hall

10:30 Put signs in place on detour route

Drop off NPD cones at intersections along Hwy 101

	Location	Sign(s)	
1	Hwy 20 @ Fogarty	Parade 500'	Stand
2	E Olive & Benton (Hwy 20)	< Hwy 101 N < Hwy 101 S	
3	SE 10 th & 2 nd	Detour >	Barricade
4	SE 2 nd & Coos	< Detour	
5	SW 10 th & Angle	< Detour Detour >	2 barricades
6	SW 9 th & Angle	< Detour Detour >	2 barricades
7	SW 9 th & Hurbert	Temp. Stops [4-way]	2 stands
8	SW 9 th & Abbey	Temp. Stops [4-way]	2 stands
9	SW 9 th & Bay	Detour >	
10	SW Bay & Hwy 101		6 barricades
11	SW Bay & Elizabeth	< 101 S -101 N >	Barricade
12	SW Bayley & Elizabeth	^Hwy 101 S/Hwy 20 E ^ Detour >	2 barricades
13	SW Minnie & Elizabeth	< Detour	Barricade
14	SW Minnie & Hwy 101	101 S Left Lane (Century 21)	Barricade
15	101 @ Bay Bridge Shops	20 E Right Lane	Barricade
16	101 in gore area	< South East >	Barricade
17	Entrance to Park	< Detour	
18	Top of Naterlin Dr	< Detour	Barricade
19	South end of bridge	Parade ½ mile	Stand
20	Merge island (N bound)	20 E Right Lane 101 N Left lane	2 barricades
21	SW 9 th & Hwy 101	< Hwy 101 N Hwy 20 E >	
22	SW Elizabeth & 2 nd	Detour >	Barricade
23	SW 2 nd & Coast	< Detour	Barricade
24	SW Coast & W Olive	Detour >	Barricade
25	NW Coast & 8 th	< Detour Detour >	
26	NW Spring & 12 th	< Detour Detour >	Barricade
27	NW Oceanview & Edenview	Detour >	2 barricades
28	Hwy 101 & Oceanview Dr	Hwy 101 S > Hwy 20 E >	
29	Hwy 101 @ 48 th	Parade ½ mile	Stand
30	Hwy 101 @ 42 nd	Parade 500'	Stand
31	Hwy 101 @ NE 36 th	Detour >	Barricade
32	Hwy 101 @ NE 31 st	Detour >	Barricade
33	Hwy 101 @ Holiday Inn	< Detour	Barricade

Loyalty Days Parade - 3

Revised 4/23/2003

34	NW 25 th & Hwy 101		2 barricades
35	NW 20 th & Hwy 101		2 barricades
36	W Olive & Nye		1 barricade

Totals:

Barricades: 21 + 35

Cones: 10

Detour > 12

< Detour 10

Tools & Materials:

Hammer

Nails

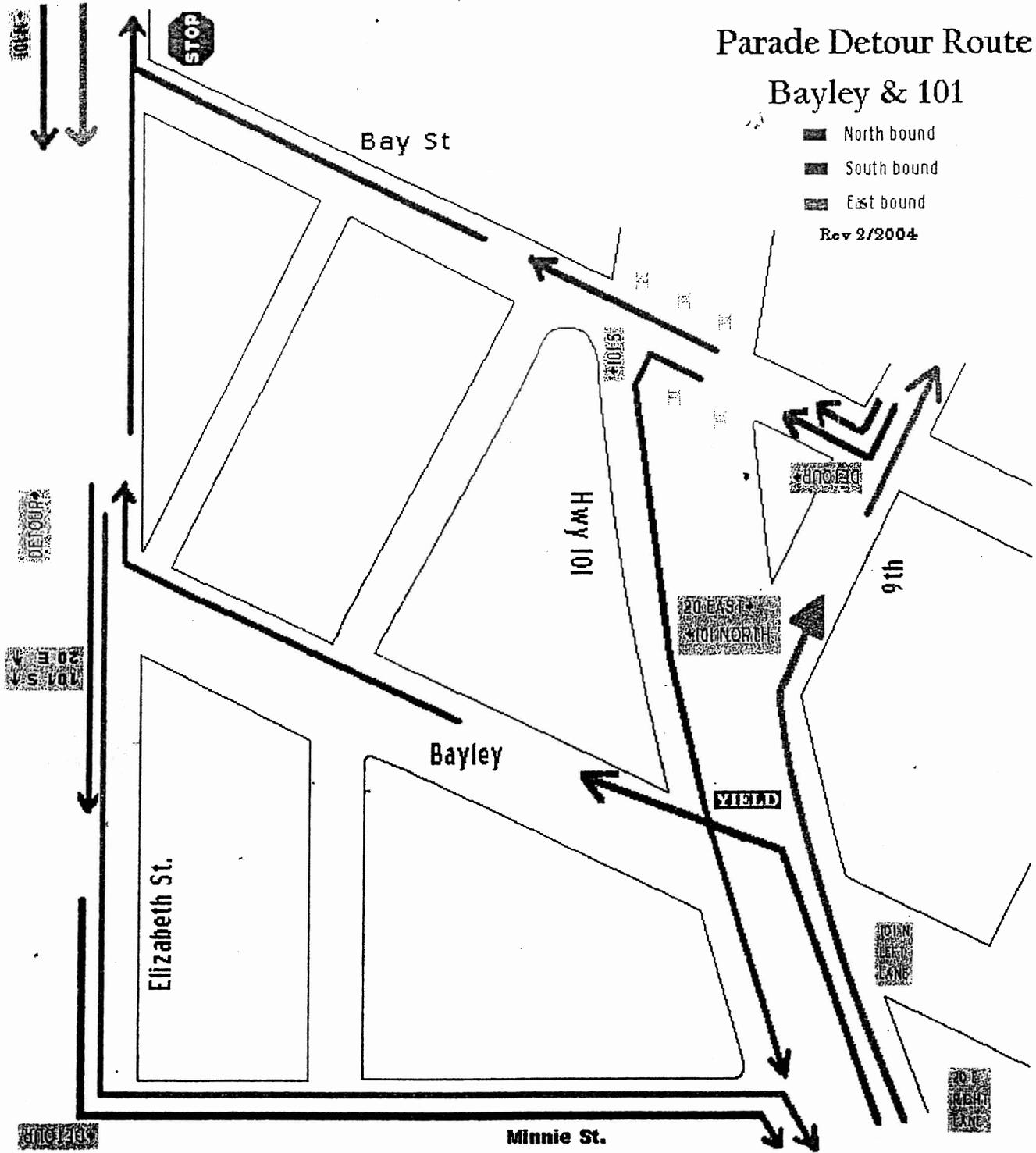
Sign brackets

Parade Detour Route

Bayley & 101

- North bound
- South bound
- East bound

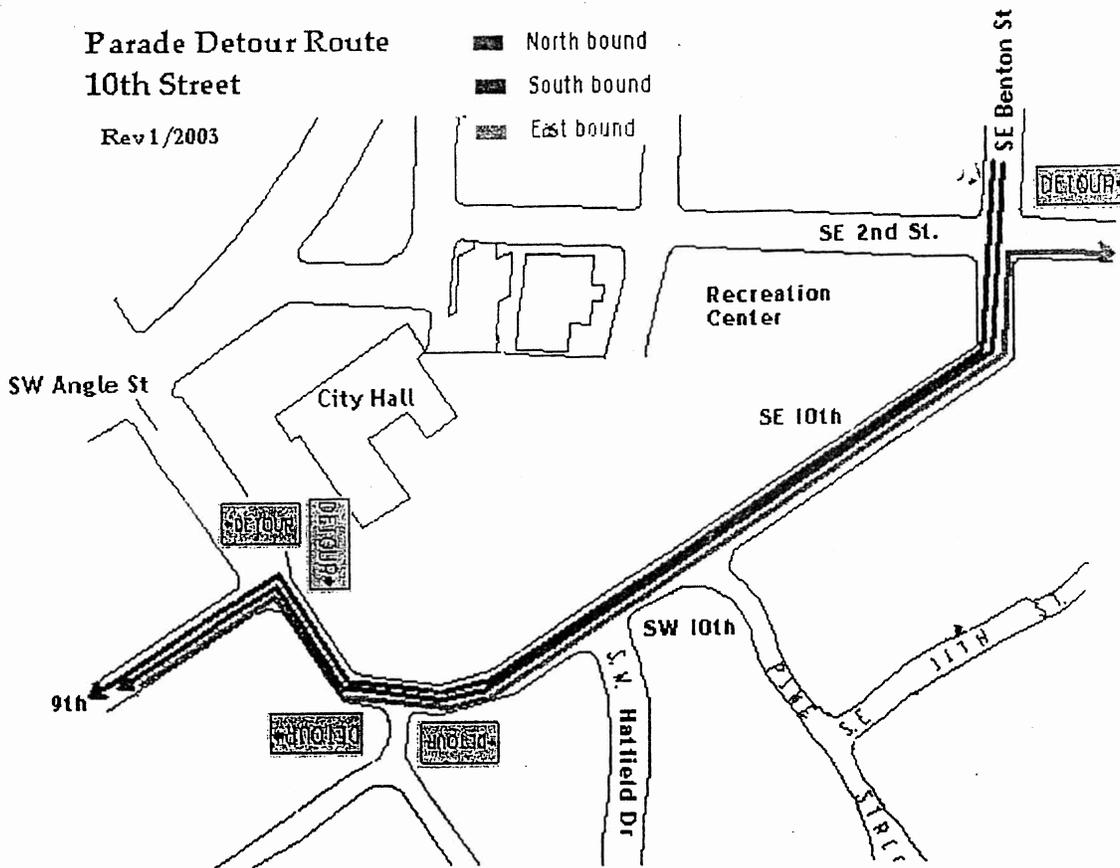
Rev 2/2004



Parade Detour Route 10th Street

Rev1/2003

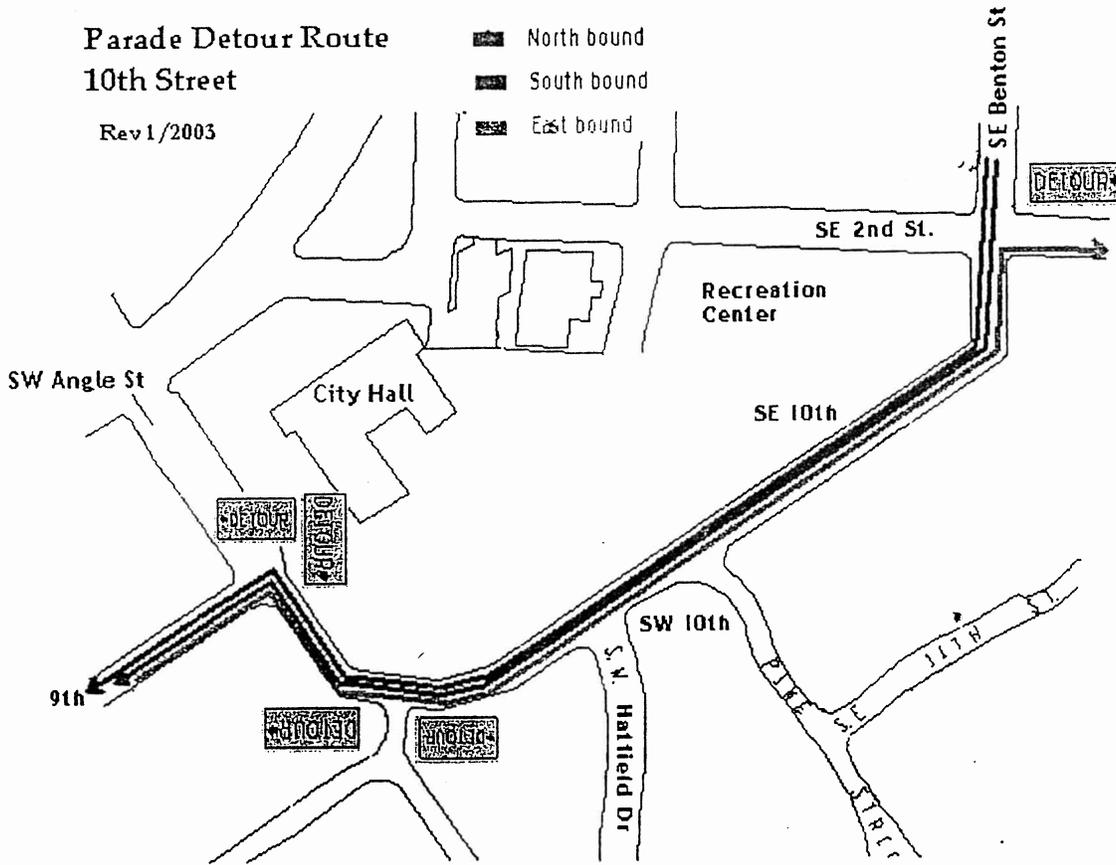
-  North bound
-  South bound
-  East bound



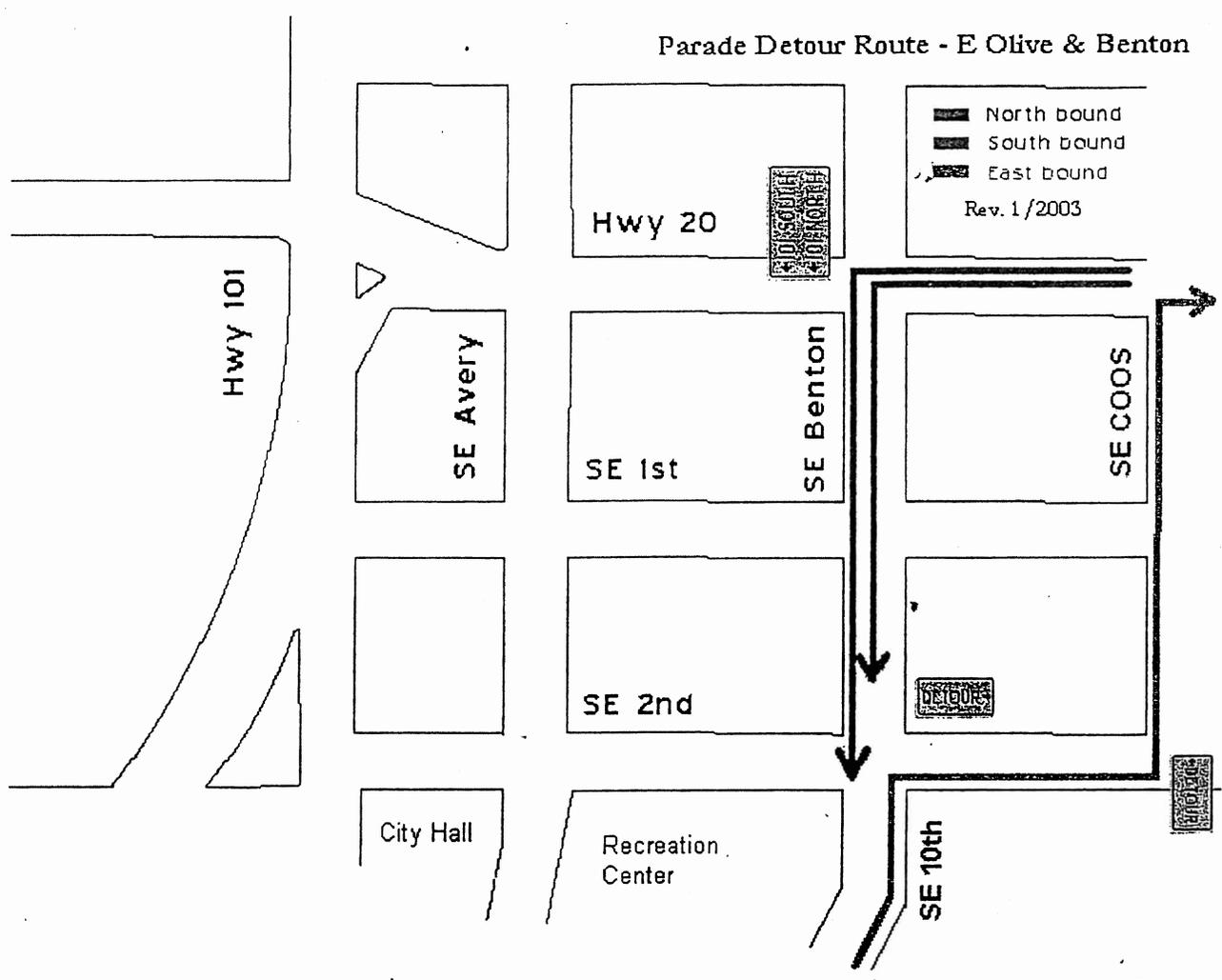
Parade Detour Route 10th Street

Rev1/2003

- North bound
- South bound
- East bound

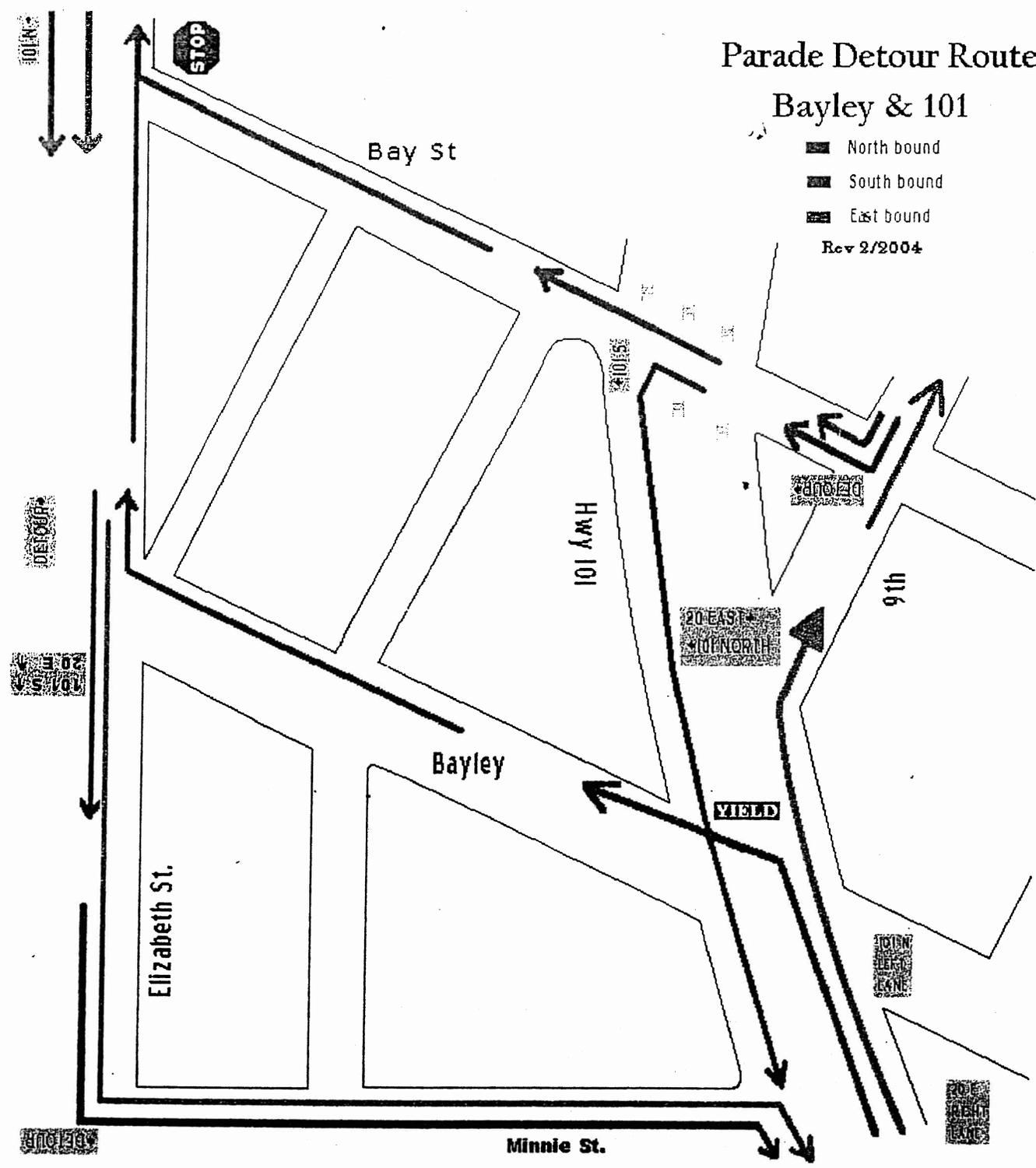


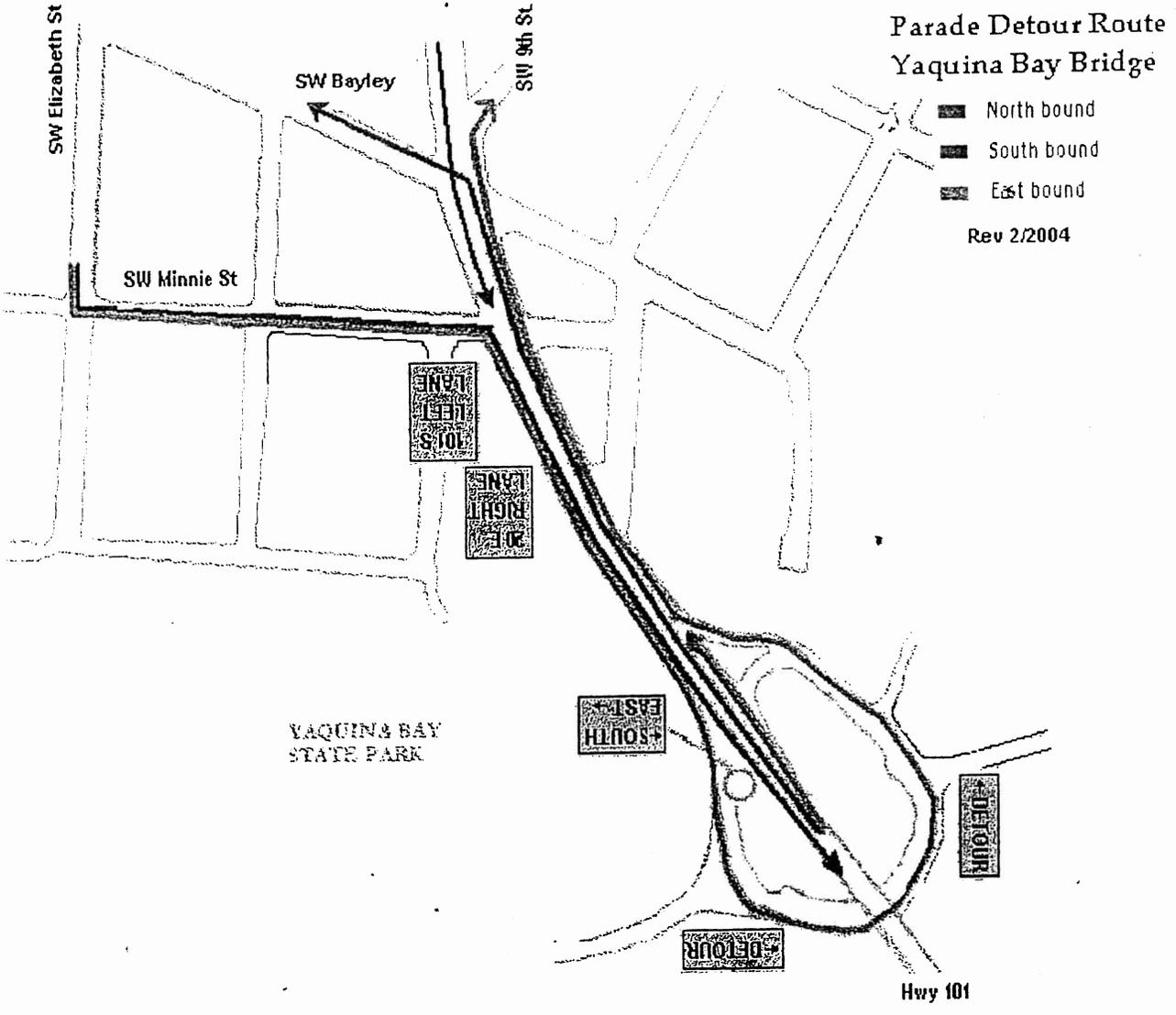
Parade Detour Route - E Olive & Benton

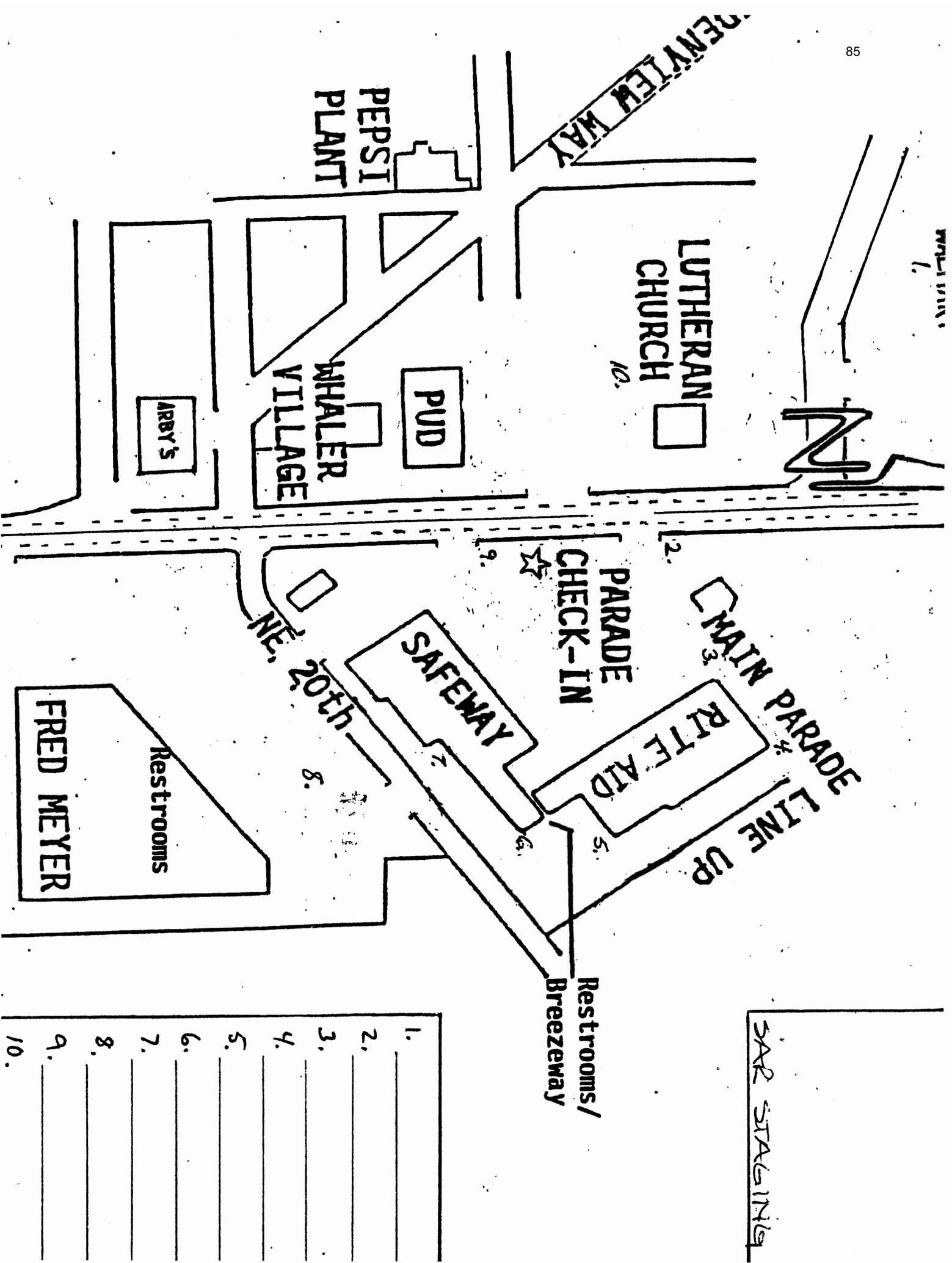


Parade Detour Route Bayley & 101

-  North bound
 -  South bound
 -  East bound
- Rev 2/2004







SAR STAGING

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

GENERAL ENTRIES**BAND ENTRIES - TROPHIES**GRAND SWEEPSTAKES1ST PLACE HIGH SCHOOLQUEEN'S TROPHY2ND PLACE HIGH SCHOOLMAYOR'S TROPHY3RD PLACE HIGH SCHOOLJUDGE'S TROPHY1ST PLACE MIDDLE SCHOOLCOMMITTEE TROPHY2ND PLACE MIDDLE SCHOOL**HORSES****SPECIAL AWARD - RIBBONS**BEST MOUNTED GROUP1)BEST MOUNTED INDIVIDUAL2)BEST MOUNTED COURT3)**CARS**BEST PRE 19504)BEST PRE 19605)BEST PRE 19706)BEST 1970 TO PRESENT7)BEST CAR CLUBBEST INDIVIDUAL CAR

NEWPORT LOYALTY DAY PARADE INSTRUCTIONS

PLACE ONE WHITE NUMBERED CARD ON
THE RIGHT FRONT SIDE (PASSENGER SIDE)
**THIS CARD MUST BE VISABLE AT ALL
TIMES. !!**

PLACE THE OTHER WHITE NUMBERED CARD
ON THE LEFT FRONT SIDE (DRIVER'SIDE) –
FOR PARADE ANNOUNCER.

CHECK YOUR MAP FOR THE GENERAL
LOCATION OF YOUR LINE-UP AREA.

FOR ASSISTANCE – CONTACT ANY PERSON
IN AN ORANGE VEST.

NO SUPPORT VEHICLES WILL BE ALLOWED
BEHIND PAYLESS/SAFEWAY STAGING AREA.

HELP US MAKE THIS A SAFE AND FUN
PARADE FOR EVERYONE.



NEWPORT LOYALTY DAY and SEA FAIR FESTIVAL
ASSOCIATION, INC.

P.O. Box 1531

Newport, Oregon 97365

The 52nd annual Newport Loyalty Days and Sea Fair Festival weekend has begun ! As we go into this festival weekend with various activities, we want to remind you of the Loyalty Day parade traffic which will be converging in this area.

Beginning the morning of Saturday, May 3rd we will have a check in for parade participants staging at Pacific Plaza and utilizing a portion of the following parking lots and streets:

Wal Mart, Pacific Plaza, Atonement Lutheran Church, Central Lincoln PUD, Fred Meyer and N.E. 20th Street.

Hwy 101 through Newport will be closed for the duration of the parade with traffic diverted for North and South bound travel.

We remind everyone, a good rule to follow on parade day is to be where you need to be by 11:30 a.m.

We thank you for your patience and participation.

Enjoy the Parade !

Newport Oregon

Points of Interest and Shopping Area Map (Not to Scale)



Attractions & Activities

- ① Movie Theater
- ② Yaquina Head Lighthouse, Interpretive Center & Tidepools
- ③ Golf Course
- ④ Tennis Courts
- ⑤ Swimming Pool
- ⑥ Skate Park
- ⑦ Visual Arts Center
- ⑧ Fairgrounds
- ⑨ Vietnam Memorial @ Don Davis Park
- ⑩ Performing Arts Center
- ⑪ Historical Museum
- ⑫ Yaquina Bay State Park & Lighthouse
- ⑬ Fishing, Whale Watching & Bay Tours
- ⑭ Hatfield Marine Science Center
- ⑮ Microbrewery (tours)
- ⑯ Oregon Coast Aquarium
- ⑰ Airport - 3 mi. South

Symbols

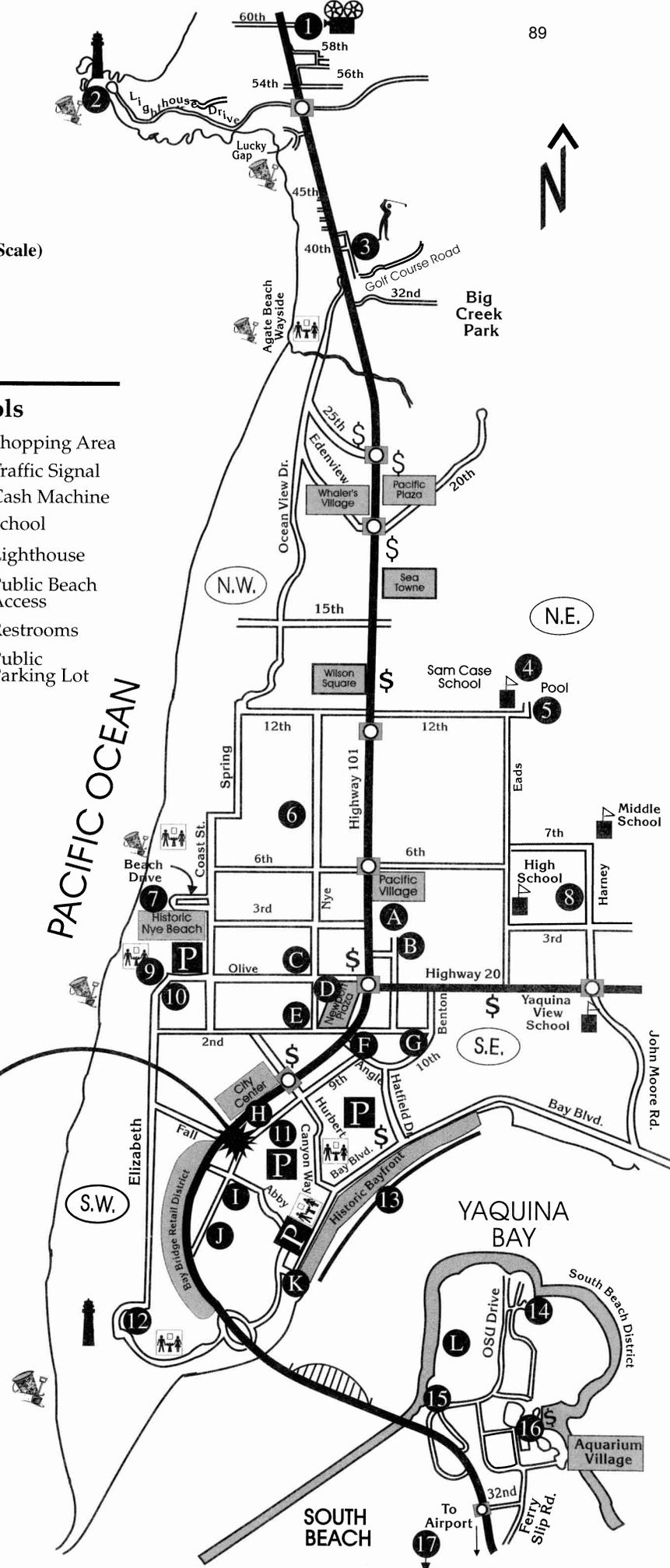
- Shopping Area
- Traffic Signal
- Cash Machine
- School
- Lighthouse
- Public Beach Access
- Restrooms
- Public Parking Lot

Services

- A DMV
- B Employment/Social Services
- C Library
- D Court House
- E Post Office
- F City Hall/Police Station/Senior Activity Center
- G Recreation Center
- H Armory (National Guard)
- I Hospital
- J Bus Depot
- K Coast Guard Station
- L Port of Newport (Marina)



555 S.W. Coast Hwy
1-800-262-7844
(541) 265-8801



ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/26/2009

PRODUCER
Ron Rothert Insurance, Inc.
c/o Western States Insurance Agency
P.O. Box 830
Newport, OR 97365

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

RECEIVED

INSURED
Festival Association, Inc.
Newport Loyalty Day & Seafair
PO Box 1531
Newport, OR 97365

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: Scottsdale Insurance Company	41297
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

MAR 02 2009
CITY OF NEWPORT

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS								
A	X	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	CLS1577063	4/1/2009	4/1/2010	EACH OCCURRENCE \$ \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ \$100,000 MED EXP (Any one person) \$ \$5,000 PERSONAL & ADV INJURY \$ \$1,000,000 GENERAL AGGREGATE \$ \$2,000,000 PRODUCTS - COMP/OP AGG \$ \$1,000,000								
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	THIS IS EVIDENCE OF INSURANCE PROCURED AND DEVELOPED UNDER THE OREGON SURPLUS LINE LAWS. IT IS NOT COVERED BY THE PROVISIONS OF ORS 734.510 OR 734.710 RELATING TO THE OREGON INSURANCE GUARANTY ASSOCIATION. IF THE INSURERE ISSUING THIS INSURANCE BECOMES INSOLVENT, THE OREGON INSURANCE GUARANTY ASSOCIATION HAS NOT OBLIGATION TO PAY CLAIMS UNDER THIS EVIDENCE OF INSURANCE.			COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$								
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$								
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$								
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input checked="" type="checkbox"/> b/wCEx If yes, describe under SPECIAL PROVISIONS below				<table border="1"> <tr> <td>WC STATU-TORY LIMITS</td> <td>OTH-ER</td> </tr> <tr> <td>E.L. EACH ACCIDENT</td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE - EA EMPLOYEE</td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE - POLICY LIMIT</td> <td>\$</td> </tr> </table>	WC STATU-TORY LIMITS	OTH-ER	E.L. EACH ACCIDENT	\$	E.L. DISEASE - EA EMPLOYEE	\$	E.L. DISEASE - POLICY LIMIT	\$
WC STATU-TORY LIMITS	OTH-ER													
E.L. EACH ACCIDENT	\$													
E.L. DISEASE - EA EMPLOYEE	\$													
E.L. DISEASE - POLICY LIMIT	\$													
		OTHER												

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
 Special Event

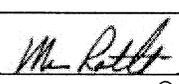
 Certificate holder has been added as an additional insured.
 Except 10 days for non-payment of premium.

CERTIFICATE HOLDER

City of Newport
169 SW Coast Hwy

Newport, OR 97365

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.
 AUTHORIZED REPRESENTATIVE


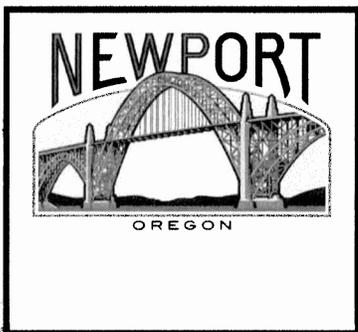
IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.



Agenda Item # VIII. D.
 Meeting Date 3/16/09

CITY COUNCIL AGENDA ITEM SUMMARY
 City Of Newport, Oregon

Issue/Agenda Title Special Event Fee Waiver Application – Newport Saturday Market

Prepared By: Peggy Hawker Dept Head Approval: ph City Mgr Approval: [Signature]

Issue Before the Council: The organizers of the Newport Saturday Market are requesting a fee waiver for the services the city provides during this event.

Staff Recommendation: Staff recommends approval of the fee waiver request for the Newport Saturday Market.

Proposed Motion: I move to approve the fee waiver request from the Lincoln County Small Farmer's Market Association, doing business as the Newport Saturday Market, for this event to be held from May 9, 2009 through the end of October, 2009.

Key Facts and Information Summary: The Lincoln County Small Farmer's Market Association, doing business as the Newport Saturday Market, is entering its 31st year of operation. It provides a venue for residents and visitors to purchase fresh produce, food products, and arts and crafts. The association has requested the same city services and fee waivers as last year. Specifics are included in the packet. The cost of police services for this event is \$1,300, and services provided by the public works crew cost \$200 (for the installation and removal of banners). The total cost of the waiver is \$1,500.

The association will also be required to enter into an agreement addressing use of city facilities and other issues specific to this event.

Other Alternatives Considered: None.

City Council Goals: The request complies with Council goal A. which states "Continue to provide a full range of services including: water, sewer, storm drainage, transportation, planning, police department, fire department, parks and recreation, library, airport, economic development, and tourism development." It specifically falls into economic development, tourism development, and recreation, as the event enhances the local economy, draws visitors, and could be considered a recreational event.

Attachment List: Attached is the Special Event Application form completed by the organizers of the Lincoln County Small Farmer's Market Association, dba, the Newport Saturday Market.

Fiscal Notes: The cost of waived city services for this event is \$1,500.

SPECIAL EVENT APPLICATION

Submit to: City Recorder
 City of Newport
 169 SW Coast Highway
 Newport, OR 97365
 Email: p.hawker@thecityofnewport.net
 541.574.0613

This application must be completed, signed and submitted 90 days before the first day of the event. Late applications may be accepted, but the city cannot assure that late applications will be processed in time to issue the permit. Misrepresentation in the application is ground for denial or revocation of the permit. The city may withdraw the permit if the actual event differs from the description in the application materials.

If you cannot answer in the space provided, submit additional sheets

EVENT

Event Name: Lincoln County Small Farmers Market Association ^{ie} Newport Saturday Market

Event Date: 2nd Sat in May through last Saturday in October Time: 7am to 2pm Market Open 9am-1pm

Location: Angle Street and Hwy 101 and the lawn at City Hall

Facilities to be used: Park _____
 (Be specific) Street _____
 Sidewalk _____
 Other City Property _____
 Private Property Angle Street From 9th to Hwy 101 + South Side of

Set-up dates and start time: 7:00am every Saturday May through October City Hall

Take-down dates and end time: 2:00pm every Saturday May through October

Estimated crowd size: Participants (including vendors and volunteers)
100
 Spectators 500-1000

Has event occurred previously? Yes What dates? Summers since 1978

Any changes from previous events? No (If yes, list changes on separate sheet)

APPLICANTName: Linn County Small Farmers Market AssociationMailing Address: P.O. Box 1633
Newport, OR 97365Phone: 541-444-2445 or 541-867-0260Email: info@newportfarmersmarket.orgFax: noneContact Person (must be authorized to sign for entity): Randy WalkerContact Person Address, Phones, Email P.O. Box 575, Siletz, OR 97380541-444-2445, 541-867-0260, 541-270-0100shrjob@actionnet.netStatus of Applicant (Type of Entity, For Profit/Nonprofit) Non Profit**DEPOSIT/REQUEST FOR WAIVER**

The City of Newport requires payment for the services it provides to special events, unless a waiver is granted. To process an application, the city requires either submission of a \$25 deposit to be credited against the fees that will be charged or submission of a fee waiver request.

A \$25 deposit is submitted with this application.

A fee waiver request is submitted with this application.

DETAILED DESCRIPTION OF EVENT

Provide a detailed description of activities associated with the event, including a detailed description of city services requested. In the description, state whether food, drink, and/or alcoholic beverages will be served. To the extent that the event involves use of parks, streets or other city facilities, provide a description of how and when the facilities will be used and a diagram of the areas that the event will use. To the extent applicable, provide a parking plan, security plan, medical assistance plan, litter control and disposal plan and any other information that would be useful to the city. Use additional sheets as necessary to provide complete information.

See Responsibility Checklist Example for types of city services that may be required. The city will decide what city services will be provided and how they will be provided. The city may provide more services or fewer services than requested.

The Newport Farmers Market has been an icon in Newport since 1978. It provides an attraction for local citizens and tourists. Vendors bring fresh produce, food products, arts and crafts that they have grown, produced, or made. This gives everyone the opportunity to know who they are buying from and how the product was made or grown. Having the Farmers Market continue in Newport is in the best interest of the public and promotes buying local - most of our vendors live in Lincoln County. Using the area around City Hall places the Market in a centralized location with easy access for customers. We allow non-profits to set up at the Market on a rotating basis for no charge as a way of giving back to and supporting the community. We are actively promoting the "Buy Local" campaign in Lincoln County. Our mission statement is to educate the public and raise awareness to the safe food available on a local level, as well as health issues.

TRAFFIC CONTROL

Provide detailed information on traffic control assistance needed from the city, including both barriers and police officers to control traffic. Specify the locations and whether the event or the city will be required to place the barriers:

The City will close Angle St. from 6:30am until 2pm on Saturdays. City will place no parking signs at 7pm Friday on Angle St. to assure no vehicles will be left on the street Saturday. City will allow Association to use restrooms in City Hall on Saturday. The Association will provide a building attendant to monitor and allow access to restrooms only. Barriers for closing Angle Street have been provided by the City.

INSURANCE INFORMATION

If a special events permit is granted, evidence of insurance must be provided to the city at least 15 days before the event. A certificate of insurance showing the City of Newport as an additional insured is required in most situations, although the requirement can be waived. Minimum limit is \$1,000,000 commercial general liability or equivalent. The approval of the permit is tentative until the proof of insurance is submitted or waiver granted.



Applicant's Signature

Date: 2/27/09

CITY OF NEWPORT
SPECIAL EVENTS RESPONSIBILITY CHECKLIST (Example)

EVENT: Newport Saturday Market

Event organizer is responsible for the following:

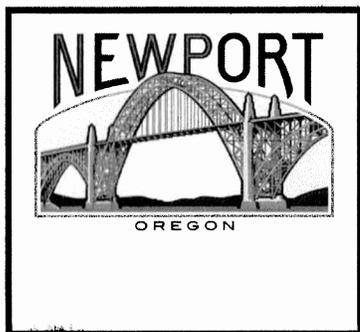
- 1 Administration of the actual event.
- 2 Set up and take down of all equipment used.
- 3 Clean up during and after event.
- 3 Obtaining and maintaining insurance in the amount of \$ 1,000,000 and list the City of Newport as additional insured.
- 4 Paying all expenses related to the event, including awards.
- 5 Providing clean-up personnel at the event site each day to clean up any trash that is created.
- 6 Obtaining all required permits and licenses.

Applicant requests that the City of Newport provide the following:

- 1 Allow use of City Hall and the Closure of Angle Street (city facility).
- 2 Provide traffic control:
 - a. Police officer hours
 - b. Public Works employee hours
 - c. Parks employee hours
 - d. Barriers (Time and location; _____)
 - e. Other city equipment (Specify: _____)
- 3 Litter pickup.
- 4 Additional trash removal.
- 5 Additional Restroom cleaning/supplies. As stated in the application and our Temporary agreement with the city.
- 6 Pre/post event site cleanup.

Lincoln County Small Farmers
Event Organizer Market Association

Randy Walker, President



Agenda Item # VIII. E.
 Meeting Date 3/16/09

CITY COUNCIL AGENDA ITEM SUMMARY
 City Of Newport, Oregon

Issue/Agenda Title Special Event Application – Fee Waiver Request – 2009 Newport High School Grad Night

Prepared By: Peggy Hawker Dept Head Approval: ph City Mgr Approval: [Signature]

Issue Before the Council: The 2009 Newport High School Grad Night Committee is requesting a fee waiver for the services the city provides during this event.

Staff Recommendation: Staff recommends approval of the fee waiver request for the 2009 Newport High School Grad Night Committee for city services during the grad night party.

Proposed Motion: I move to approve the fee waiver request by the 2009 Newport High School Grad Night Committee.

Key Facts and Information Summary: The 2009 Newport High School Grad Night Committee is planning its drug and alcohol free party for graduating seniors. The committee is requesting a waiver of the rental fees for renting the recreation center from 5:00 P.M. on June 6 until 4:00 A.M. on June 7, in the amount of \$3,202.50. They are also requesting a fee waiver from the police and fire departments for providing escort services for the parade. The cost of the escort is \$250 per department. The total cost of the waiver is \$3,702.50.

Other Alternatives Considered: Grad night parties are unique to each graduating class, and the parent group has chosen to use the recreation center this year.

City Council Goals: The request complies with Council goal A. which states “Continue to provide a full range of services including: water, sewer, storm drainage, transportation, planning, police department, fire department, parks and recreation, library, airport, economic development, and tourism development.” It specifically falls into recreation and public safety (police and fire services).

Attachment List: Attached is the Special Event Application form completed by the 2009 Newport High School Grad Night Committee.

Fiscal Notes: The cost of waived city services for this event is \$3,702.50.

Changes:

The parent committee for each particular graduating class comes up with their own agenda. The intent of a Drug/Alcohol free party is always the same. Depending on what the parent committee decides on for activities, location, themes is why the event changes from year to year.

APPLICANTName: 2009 Newport High School Senior Grad Night CommitteeMailing Address: P.O. Box 158
Newport, Oregon 97365

Phone: _____

Email: _____

Fax: _____

Contact Person (must be authorized to sign for entity): Helyn Layton PresidentContact Person Address, Phones, Email P.O. Box 1104, Newporthelynlytn@gmail.com541-272-2828 cell 541-265-5573 homeStatus of Applicant (Type of Entity, For Profit/Nonprofit) Non Profit status**DEPOSIT/REQUEST FOR WAIVER**

The City of Newport requires payment for the services it provides to special events, unless a waiver is granted. To process an application, the city requires either submission of a \$25 deposit to be credited against the fees that will be charged or submission of a fee waiver request.

_____ A \$25 deposit is submitted with this application.

 x A fee waiver request is submitted with this application.

DETAILED DESCRIPTION OF EVENT

Provide a detailed description of activities associated with the event, including a detailed description of city services requested. In the description, state whether food, drink, and/or alcoholic beverages will be served. To the extent that the event involves use of parks, streets or other city facilities, provide a description of how and when the facilities will be used and a diagram of the areas that the event will use. To the extent applicable, provide a parking plan, security plan, medical assistance plan, litter control and disposal plan and any other information that would be useful to the city. Use additional sheets as necessary to provide complete information.

please see attached agenda and FAQ's

**CITY OF NEWPORT
SPECIAL EVENTS RESPONSIBILITY CHECKLIST (Example)**

EVENT: 2009 SENIOR GRAD NIGHT FUNCTION

Event organizer is responsible for the following:

- 1 Administration of the actual event.
- 2 Set up and take down of all equipment used.
- 3 Clean up during and after event.
- 3 Obtaining and maintaining insurance in the amount of \$ _____ and list the City of Newport as additional insured.
- 4 Paying all expenses related to the event, including awards.
- 5 Providing clean-up personnel at the event site each day to clean up any trash that is created.
- 6 Obtaining all required permits and licenses.

Applicant requests that the City of Newport provide the following:

- 1 Allow use of Newport Rec Center (city facility).
- 2 Provide traffic control:
 - a. _____ Police officer hours
 - b. _____ Public Works employee hours
 - c. _____ Parks employee hours
 - d. _____ Barriers (Time and location; _____)
 - e. Other city equipment (Specify: see attachment)
- 3 Litter pickup.
- 4 Additional trash removal.
- 5 Additional Restroom cleaning/supplies.
- 6 Pre/post event site cleanup.

Helyn Layton
Event Organizer

Facility Use:

We would use all rooms except office/reception area and child care room. We would also like to use the round tables, chairs and a couple rectangular tables. Equipment that we may like to borrow would be the disco ball, coffeemaker, portable sound system. At this time we have some idea of where some activities will be but not all.

Main Gym: half roller coaster, half for basketball, volleyball or some type of team sport

Small Gym: Laser Tag

Classrooms and aerobics rooms: game rooms, casino, henna, photos, movies

Kitchen: snacks and beverages and hang out and chat

Patio area: place to cool down, hang out and chat

Party Works a company from Portland will be bringing down, setting up, monitoring, and Cleaning up the: roller coaster, laser tag, casino, and games. They have trained, professional staff to help with this event. The Grad night Committee will also be supplying volunteers to help assist the Party Works staff, to man the games, food, henna, photos, monitoring the doors and walking around monitoring the students.

2009 Grad Night Celebration (Tentative Itinerary)

- 9:00 p.m.** Students will arrive at the high school. They will be checked in, given an Id band, and “gift bag”.
- 9:20 p.m.** Students get on buses and proceed with Parade thru town with police and fire dept. escorts
- 9:40 p.m.** Fireworks Show
- 10:00 p.m.** Arrive at the Elks for food and a slide show
- 10:45 p.m.** Load student back on bus and arrive at Newport Rec. Center
- 11:00 p.m.-4:00 p.m.** at the Rec. Center

REC CENTER ACTIVITIES:

Snacks, beverages

Roller Coaster

Laser Tag

Game Rooms: ping pong, foosball, bobble head karaoke, guitar hero, dance revolution, Xbox, Play Station, Wii

Basketball

Casino

Henna

Photos

An area to just sit and chat and a “crash and burn room” with movies

There will also be a band playing music thru out the night

The last hour or so we will gather all students together for some type of joint activity. This will be our “closing”. A good down time and get the kids all together one last time.

FAQ's

1) What IS "Grad Night"?

Grad Night" is the commonly used term for the all-night party that senior parents host for all of the NHS seniors on the night of their graduation.

2) When is the party?

Right after the graduation ceremony on Saturday, June 6th from approximately 9:00pm to 4:00am the following morning.

3) Why an all-night party?

We want to provide our students with a safe, alcohol-free environment to celebrate their graduation with their fellow NHS seniors.

4) Who pays for the party?

The cost of throwing a party like this is not cheap, as you can imagine. The ticket price is \$100, which covers a portion of the cost. The remainder is raised through Grad Night fundraisers through out the year.

5) What if we can't afford it?

Scholarships are available in such cases. No child will be denied. Contact Helyn Layton, President, for Grad Night scholarship info at helynllytn@gmail.com or 541-272-2828

6) When do we have to buy a ticket?

While there is no actual ticket (because it would surely get lost between now and June!), there are two ways to pay in person or by mail.

7) Where is the party?

The party is held in a "secret" location.

8) Why does the location have to be a secret?

It's a secret for a couple of reasons, actually. First, is security. So no one crashes the party, plants alcohol around the site beforehand, etc. The second reason is so that it's more of a fun surprise for the kids.

9) How secure is the party?

We take several precautions in an effort to make this party safe and secure for all the kids. The kids arrive and depart the party on buses from NHS; no private cars allowed. Identification is checked before boarding the bus. Students will NOT be allowed to bring cell phones, backpacks, purses or bags of any kind to the party. And once the kids enter the party site, they are not allowed to leave the building until they board the bus back at NHS at approximately 5:00 am.

10) What goes on at the party?

We don't want spoil any surprises here, but the location will have a wide assortment of activities that will keep the kids entertained the whole night! And there will be plenty of food provided as well.

11) How can I help?

You've heard the expression "It takes a village..."? Well, that's definitely the case here! There is a Grad Night Committee of parents that meets every other week to organize the various aspects of the party (food, games, prizes, and fundraising), and there is a huge need for parents to help in all planning areas, as well as at the party itself. Parents of underclassmen can help too - many jobs such as setup take place while senior parents and their kids are still at the graduation ceremony.

It's not only rewarding, it's immensely fun to be involved in putting on this awesome event for our kids and their classmates.

12) When does the Grad Night Committee meet?

All meetings are on every other Monday at 6:30 pm in the Newport High School library.

INSURANCE INFORMATION

If a special events permit is granted, evidence of insurance must be provided to the city at least 15 days before the event. A certificate of insurance showing the City of Newport as an additional insured is required in most situations, although the requirement can be waived. Minimum limit is \$1,000,000 commercial general liability or equivalent. The approval of the permit is tentative until the proof of insurance is submitted or waiver granted.

A handwritten signature in black ink, appearing to be 'VAA', written over a horizontal line.

Applicant's Signature

Date: 11/5/09

2009 Newport Senior Grad Night Committee
PO box 158
Newport, OR 97365
Non Profit Tax ID #: 93-1318951

To The City Council:

As active parents of the 2009 Graduating Class for Newport High School we have come together to create a fun and safe Graduation night event that will become a lifetime memory for our children on June 6, 2009. This event is a tradition...a "gift" from the Parents of Newport High School to their graduating seniors. Most important, statistics have shown that since the onset of all night "alcohol and drug free supervised parties", there have been fewer teen deaths associated with graduation nights.

The committee is asking the City Council to waive the fee for use of the Newport Recreation Center for their grad night celebration. According to GradNight.org, "Over the last thirty years, graduating senior were at high risk for drinking and driving related accidents. Drinking and driving related traffic deaths are the number one cause of death amongst teenagers. As a result of these tragic statistics, Newport High School adopted stricter drinking/drug free codes and began seeking safer ways for their seniors to celebrate high school graduation. The answer, of course, was Sober Grad Night. Currently, in Oregon alone, hundreds of high schools celebrate graduation with this life-saving program."

The 2009 Newport Senior Graduation Night Committee has decided to utilize the resources of our own community. The activities will be held at the Newport Recreation Center, and will employ businesses with fun-participatory activities planned throughout the night. Again, please consider this request as your commitment to the well being of our future generation. This truly will strengthen our community and will benefit all involved in the future.

Thank You,

The Parents of the 2009 Newport Senior Grad Night Committee

Newport Recreation Center

Facility Use Reservation Contract Request

225 SE Avery St. Newport, OR. 97365 • (541)265-7783 FAX (541)574-6596

Organization Name: 2009 Newport Grad Night Committee

Applicant Name: Helyn Layton

Address: PO Box 158 City: Newport Zip: 97365

Day Phone : (541) 272-2528 Evening Phone : () _____ FAX : () _____

Day(s) of Week: Fri, Sat, Sun Date(s) of Use: June 5, 6, 7 2009

Rental Hours: From: _____ to: _____

Set-up Time: From: _____ to: _____ (Reduced rate)

Day(s) of Week: _____ Date(s) of Use: _____

Rental Hours: From: _____ to: _____

Set-up Time: From: _____ to: _____ (Reduced rate)

Type of Activity: Grad Night Party Number Attending: 150

Select Room and Room Arrangement:

- | | |
|---|--|
| <input type="checkbox"/> 1/2 Classroom (max. 18)
<input type="checkbox"/> 1/2 Aerobics room (max. 20)
<input type="checkbox"/> Meeting room (max. 35)
<input type="checkbox"/> 1/2 Multi-use room (max. 66)

<input type="checkbox"/> Multi-use room (max. 132)
<input type="checkbox"/> Small gym (max. 366) | <p style="font-size: 1.5em; margin-left: 20px;"><u>Whole facility</u></p> <input type="checkbox"/> Classroom (max. 36)
<input type="checkbox"/> Aerobics room (max. 40)
<input type="checkbox"/> 1/2 Multi-use room w/kitchen (max. 66)
<input type="checkbox"/> Multi-use room w/kitchen (max. 132)

<input type="checkbox"/> full main gym (max. 638)
<input type="checkbox"/> 1/2 main gym (max. 319) |
|---|--|

Please draw a diagram for room set up on the reverse side of this page

- Classroom: rows of chairs and tables facing front, rectangular table at front
- Conference: rows of chairs facing front, rectangular table at front
- Dining: round tables with 6-8 chairs at each, rectangular tables for food
- Reception: round/rectangular tables at end of room, chairs around perimeter of room
- Meeting: tables in a square or U shape with chairs around the outside

RELEASE FROM LIABILITY AND INDEMNIFICATION

In consideration for and as a condition of the use of the above stated facility, the applicant shall hold the City of Newport, (hereafter known as "City"), its employees and agents harmless from any claim, loss or liability arising out of or related to the applicant's use of the premises, or from any condition of the used premises, including any such claim, loss or liability which may be caused by or contributed to in whole or in part by the City, its employees and agents. The applicant shall indemnify the City, (1) for any damage to the City's property occurring during the use thereof, whether or not the applicant is responsible therefore and (2) for expenses and costs, including attorney's fees, incurred by the City or its employees and agents, in defending against any claims or demands for losses or liability arising from or related to the applicant's use of the premises.

I have read, understand and agree to abide by the Rental Policies and Fees for the type of facility I am applying to rent and I will be present at the facility during its use. I further realize the ramifications of failure to abide by the policies and/or permit requirements. I understand that submittal of this application does not guarantee approval of my application.

Applicant's Signature [Signature] Date 11/13/08

NHS GRAD NIGHT CELEBRATION CODE OF CONDUCT

The purpose of the Grad Night Party is to provide a safe, fun, alcohol, drug free environment for graduating seniors to have one last party together. To provide this environment, the senior parents are asking the following:

1. Do not bring alcohol or any drugs. If you need to take a prescription drug, you will need to follow school guidelines (original bottle, signed school form)
2. Do not bring tobacco products. Although it is legal for some students to use, we are respecting the owners of the venues and not allowing tobacco product use.
3. Do not bring outside food or drink. We will provide everything.
4. Do not bring cell phones, iPods, play stations or any other electronic devices.

We will take and hold these items until the end of the celebration. Girls may bring a small purse for personal items. We will have emergency phones.

5. Please be courteous and respectful to fellow students, chaperones, and property on the bus and at the venues.
6. Once a student has checked in, he/she will not be able to leave the group. If a student wishes to leave, the parent /guardian on this signed form will be called to come pick up the student. Note this may be a long trip. A student will not be able to re-join the group once he/she has left.
7. Problems will be dealt with on the sites and parents may be contacted to come get student.

2008 GRAD NIGHT CELEBRATION CONSENT AND MEDICAL AUTHORIZATION FORM

This form must be signed and turned in if you want to go!

1. The Student is voluntarily participating in the Grad Night Event sponsored by the Newport High School Grad Night Committee, inc. and its agents and representatives.
2. **THE STUDENT AGREES TO THE NHS GRAD NIGHT CELEBRATION CODE OF CONDUCT Included on the reverse side of this consent form.**
3. The Student and Parents/Guardian are responsible for securing transportation to/from the high school on Saturday, June 7th, arriving by 9:00pm, to be picked up at the Elks Lodge (45 SE John Moore RD, Newport) by 4:15am on Sunday, June 8th. **WE STRONGLY SUGGEST THAT PARENTS PICK UP THEIR STUDENT WHEN THE PARTY IS OVER AT 4:15 A.M. THE STUDENT WILL HAVE BEEN UP ALL NIGHT.**
4. In the course of this activity, students will be transported by bus to different locations at which various activities will take place. The undersigned accept the risks associated with participating in the above mentioned events, and the risks inherent to traveling by bus.
5. Student and Parent/Guardian agrees to absolve, release, and hold harmless the Newport High School Grad Night Committee, Inc., the Lincoln County School District, and all contracted entities, their officers, employees, and agents, from any liability or claim for damages which may arise as a result of Students' participation in the Grad Night Event, without regard to whether said liability or claim is based on any alleged breach of duty arising in contract, tort or statute and regardless of the forum in which it might be brought.
6. This release sets forth the entire agreement between the parties hereto and fully supersedes any and all prior agreements or understandings, written or oral, between the parties hereto pertaining to the subject matter hereof.
7. In the event that the Student shall experience an illness or injury during the Grad Night Event, the Undersigned hereby authorizes any first aid and/or appropriate medical treatment to be administered to the injured or ill student. The Undersigned agree to be responsible for payment for any medical expenses that arise from the treatment of an illness or injury that occurs while the student is attending the Grad Night Event.
8. I have carefully read this entire release and fully understand its contents. I am aware that this is a release of liability between the above mentioned organizations/companies, and myself and sign it of my own freewill.
9. Both the signatures of Student and his/her Legal Guardian will be required prior to Student's participation in the Grad Night Event.

Student's Signature

Student's Printed Name

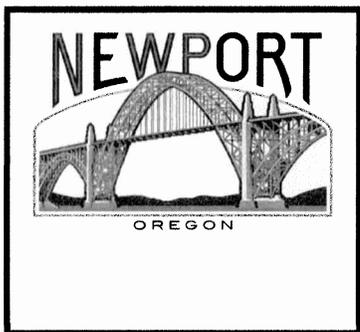
Date

Parent/Legal Guardian's Signature Printed Name

Date

Phone _____ Cell _____

Turn signed form in to Counseling Office.



Agenda Item # VIII.F.
 Meeting Date 3/16/09

CITY COUNCIL AGENDA ITEM SUMMARY
 City Of Newport, Oregon

Issue/Agenda Title Special Event Application – Fee Waiver Request – Oregon Coastal Quilter Guild Show

Prepared By: Peggy Hawker Dept Head Approval: ph City Mgr Approval: [Signature]

Issue Before the Council: The Oregon Coastal Quilter Guild is requesting a fee waiver for a portion of the fees they would incur during use of the Newport Recreation Center for a quilt show on August 7-8, 2009, with set-up to occur on August 6, 2009. The Guild would need the large gymnasium, meeting room, and kitchen facilities from 5:00 P.M., August 5, 2009 through 7:00 P.M., on Saturday, August 8, 2009. They are requesting that the rental fee be reduced to \$1,500 from approximately \$4,250. The request is based on payment of the actual hours the Recreation Center is open, rather than 24 hours per day. They are also requesting a waiver of the fee to install the sliders in the “Welcome to Newport” signs, at a cost of \$100.

Staff Recommendation: Staff recommends the request be approved. This event will occur during the summer when the Recreation Center is not as heavily used as it is at other times. Additionally, the organizers of the event suggest that this event will bring in at least 1,000 visitors, more than half of which are from out of town.

Proposed Motion: I move to approve the fee waiver requested by the Oregon Coastal Quilters Guild for its quilt show to be held on August 7-8, 2009.

Key Facts and Information Summary: The Oregon Coastal Quilter Guild is requesting a fee waiver of a portion of the fees that would be charged for use of the large gymnasium, meeting room, and kitchen during the quilt show. They are asking for a waiver of the fees that would be charged during the period of time that the Recreation Center is closed. They are also requesting the fees be waived for installing and removing the slider boards in the “Welcome to Newport” signs. The fee for this service is \$100.

Other Alternatives Considered: The Oregon Coastal Quilter Guild has used the fairgrounds and middle school in the past, but these locations are unavailable this year.

City Council Goals: The request complies with Council goal A. which states “Continue to provide a full range of services including: water, sewer, storm drainage, transportation, planning, police department, fire department, parks and recreation, library, airport, economic development, and tourism development.” It specifically falls into tourism development and recreation, as the event may draw nearly 1,000 visitors, and could be considered a recreational event for residents.

Attachment List: Attached is the Special Event Application form completed by the organizers of the Oregon Coastal Quilter Guild.

Fiscal Notes: The total cost of waived services is \$2,850.

SPECIAL EVENT APPLICATION

Submit to: City Recorder
 City of Newport
 169 SW Coast Highway
 Newport, OR 97365
 Email: p.hawker@thecityofnewport.net
 541.574.0613

This application must be completed, signed and submitted 90 days before the first day of the event. Late applications may be accepted, but the city cannot assure that late applications will be processed in time to issue the permit. Misrepresentation in the application is ground for denial or revocation of the permit. The city may withdraw the permit if the actual event differs from the description in the application materials.

If you cannot answer in the space provided, submit additional sheets

EVENT

Event Name: Oregon Coastal Quilter Guild "Quiltshow"

Event Date: Aug 7-8 Time: 10:00 AM to 6:00 PM

Location: Park and Rec Center

Facilities to be used: Park Main Building - Large Gym + Kitchen + meeting r.

(Be specific) Street _____

Sidewalk _____

Other City Property _____

Private Property parking in Power Dodge old Lot

Set-up dates and start time: Aug 6 8 to 5

Take-down dates and end time: Saturday 8/8 after 6:00 end time

Estimated crowd size: Participants (including vendors and volunteers)

200 quilters plus 10 to 12 vendor booths and 150 Volunteers

Spectators 1000

Has event occurred previously? yes What dates? since 1992

Any changes from previous events? See attached (If yes, list changes on separate sheet)

APPLICANTName: Oregon Coastal Quilter GuildMailing Address: 832 S.W. 13th St
Newport, OR 97365Phone: 541-270-5613Email: Wilma_rolas@msn.com

Fax: _____

Contact Person (must be authorized to sign for entity): Wilma Rolas

Contact Person Address, Phones, Email _____

Same as aboveStatus of Applicant (Type of Entity, For Profit/Nonprofit) co-chair of Quilt Show**DEPOSIT/REQUEST FOR WAIVER**

The City of Newport requires payment for the services it provides to special events, unless a waiver is granted. To process an application, the city requires either submission of a \$25 deposit to be credited against the fees that will be charged or submission of a fee waiver request.

_____ A \$25 deposit is submitted with this application.

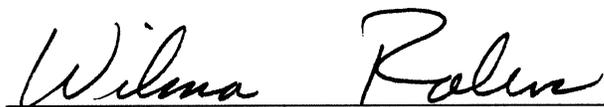
X A fee waiver request is submitted with this application.

DETAILED DESCRIPTION OF EVENT

Provide a detailed description of activities associated with the event, including a detailed description of city services requested. In the description, state whether food, drink, and/or alcoholic beverages will be served. To the extent that the event involves use of parks, streets or other city facilities, provide a description of how and when the facilities will be used and a diagram of the areas that the event will use. To the extent applicable, provide a parking plan, security plan, medical assistance plan, litter control and disposal plan and any other information that would be useful to the city. Use additional sheets as necessary to provide complete information.

INSURANCE INFORMATION

If a special events permit is granted, evidence of insurance must be provided to the city at least 15 days before the event. A certificate of insurance showing the City of Newport as an additional insured is required in most situations, although the requirement can be waived. Minimum limit is \$1,000,000 commercial general liability or equivalent. The approval of the permit is tentative until the proof of insurance is submitted or waiver granted.

A handwritten signature in cursive script that reads "Wilma Rolin". The signature is written in black ink and is positioned above a horizontal line.

Applicant's Signature

Date: 3/3/09

Fee Waiver Request
From: Oregon Coastal Quilters Guild

Background:

The Oregon Coast Quilters Guild, a 501(c)7 non profit organization, was founded in 1991 to promote knowledge and appreciation of quilts and quilt making through educational programs and meetings and to sponsor and support quilting activities. Membership has grown to more than 150 members encompassing most of Lincoln County.

The Guild is very active in community service and each year donates more than 100 quilts to local social service agencies for distribution to the needy of the county. We supply pillows to the Newport hospital that are distributed to aid in the recovery of surgical and chemotherapy patients. We make visits to local retirement homes and care facilities encouraging residents to become active in a creative endeavor. Each year we donate funds to the Lincoln County Historical Society, the Lincoln County School District, or other local non -profit service organizations. The guild also arranges for a changing display of quilts in the lobby of the Recreation Center.

Primary Fund Raising:

For the past eighteen years our primary fund raising event has been our annual quilt show taking place the first weekend in August. Through the show, members have an opportunity to display their work and promote the art of quilting to the public. A small quilt auction generates funds for a selected local charity and the admission charged supports guild activities including programs and workshops, many are available to the public. The show usually brings in approximately 1,000 quilt enthusiasts, 50% of which, our surveys show are coming from out of town and out of state to spend money in Newport hotels, restaurants, and shops.

Venue Needs:

The space requirements for the quilt show are approximately 14,000 square feet with at least 10,000 square feet in an area with high ceilings to accommodate the display of large bed sized quilts. A controlled entrance is required so that admission can be collected.

Schools and public buildings are the primary facilities that can handle a show of this size. In the early years, the show was held at the fairgrounds, and then moved to the Newport Middle School when there was a threat of fairground closure. The school was a good location, but they have been fortunate in securing a grant to support a summer program for area youth and so the facility is no longer available. Many athletic programs use the high school facility during the summer so continuity of venue is a problem. With the resignation of the Fair Board and the disrepair of the fairgrounds facility, we once again find ourselves looking for a home.

Our Request:

- Controlled access and sole use of the large gymnasium and the full meeting room with kitchen facilities (other exercise and training areas on the upper floor would not be affected)

CITY OF NEWPORT
SPECIAL EVENTS RESPONSIBILITY CHECKLIST (Example)

EVENT: Quilt show

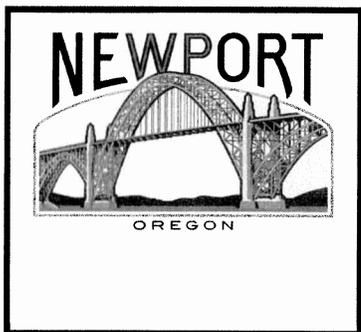
Event organizer is responsible for the following:

- 1 Administration of the actual event.
- 2 Set up and take down of all equipment used.
- 3 Clean up during and after event.
- 3 Obtaining and maintaining insurance in the amount of \$ _____ and list the City of Newport as additional insured.
- 4 Paying all expenses related to the event, including awards.
- 5 Providing clean-up personnel at the event site each day to clean up any trash that is created.
- 6 Obtaining all required permits and licenses.

Applicant requests that the City of Newport provide the following:

- 1 Allow use of Park and Rec Main Bldg (city facility).
- 2 Provide traffic control:
 - a. _____ Police officer hours
 - b. _____ Public Works employee hours
 - c. _____ Parks employee hours
 - d. _____ Barriers (Time and location; _____)
 - e. _____ Other city equipment (Specify: _____)
- 3 Litter pickup.
- 4 Additional trash removal.
- 5 Additional Restroom cleaning/supplies.
- 6 Pre/post event site cleanup.

Wilma Roles, Coastal Quilts Guild
Event Organizer



Agenda Item #
Meeting Date

VIII. G.
March 16, 2009

CITY COUNCIL AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title: **An Ordinance Amending the Newport Municipal Code by Adding a New Section 1.60.015 Explanatory Statements and Authorizing the Preparation of Explanatory Statements for Voter-Initiated Measures**

Prepared By: Firestone Dept Head Approval: Firestone City Mgr Approval: 

Issue Before the Council: Should the Council approve the proposed ordinance amending the Newport Municipal Code by adding a provision authorizing preparation of explanatory statements for voter-initiated measures by the City and submission of the explanatory statements for inclusion in the County Voters' Pamphlet?

Staff Recommendation: Approve the proposed ordinance.

Proposed Motion: I move for reading by title only of An Ordinance Amending Newport Municipal Code by Adding a New Section 1.60.015 Explanatory Statements and Authorizing the Preparation of Explanatory Statements for Voter-Initiated Measures and for adoption by roll call vote.

Key Facts and Information Summary: The proposed ordinance would authorize preparation by the City Attorney of explanatory statements for voter initiated measures. The Council would review the explanatory statements before submission for inclusion in the County Voters' Pamphlet. Under state law, the City can provide explanatory statements for voter-initiated measures only if authorized to do so by ordinance.

Other Alternatives Considered: Not adopting the ordinance.

City Council Goals:

Attachment List: Proposed Ordinance

Fiscal Notes: No fiscal impact is expected as long as the City maintains an in-house City Attorney.

CITY OF NEWPORT

ORDINANCE NO. 1976

**An Ordinance Amending the Newport Municipal Code by Adding a New
Section 1.60.015 Explanatory Statements and Authorizing the Preparation of
Explanatory Statements for Voter-Initiated Measures**

Findings

1. Newport Municipal Code Chapter 1.60 contains provisions relating to elections.
2. State law authorizes local governments to submit explanatory statements for initiated city measures inclusion in voters' pamphlets but only if the local government has adopted an ordinance to that effect.
3. It is in the public interest for the city to provide explanatory statements for ballot measures initiated by petition.

Based on these findings,

THE CITY OF NEWPORT ORDAINS AS FOLLOWS:

Section 1. The Newport Municipal Code is amended by adding a new Section 1.60.015 to read:

1.12.050 Explanatory Statements

The City Attorney is authorized to prepare explanatory statements for inclusion in County Voters' Pamphlets for matters relating to municipal legislation referred or initiated by petition. The explanatory statements shall be subject to approval by the City Council before submission for including in the Voters' Pamphlets.

Section 2. This ordinance shall take effect 30 days after adoption.

Read by title and adopted by roll call vote on March 16, 2009.

Signed by the Mayor on March 17, 2009.

William D. Bain, Mayor

ATTEST:

Margaret M. Hawker, City Recorder