

CITY OF NEWPORT
RESOLUTION NO. 3612

A RESOLUTION OF THE CITY OF NEWPORT, OREGON,
ESTABLISHING THE EXISTENCE OF THE NEWPORT POLICE DEPARTMENT AND
ENUMERATING THE AUTHORITY AND RESPONSIBILITIES
OF THE CHIEF OF POLICE
AND THE OFFICERS ASSIGNED TO THE DEPARTMENT

Findings:

- A. Historically, there has been no formal document that has enumerated the duties and responsibilities of the Newport Police Department. These duties and responsibilities have been deduced and taken from the Oregon Revised Statutes and from common law traditions. This lack of documentation has become a significant issue during the accreditation process for the Newport Police Department.
- B. The City Council finds that, in order to ensure the successful completion of the accreditation process and the benefits that will accrue to the city through accreditation, it is appropriate to formally establish the existence of the Newport Police Department and to enumerate the authority and responsibilities of the Chief of Police and the officers assigned to the Department.

THE CITY OF NEWPORT RESOLVES AS FOLLOWS:

Section 1. The City of Newport shall maintain a Police Department as defined in ORS 181.610(8)(a) for the purpose of preventing crime, detecting crime and apprehending offenders, enforcing the criminal laws of the State of Oregon and the laws and ordinances of the City of Newport, preserving the peace, protecting lives and property, and performing community caretaking functions as defined in ORS 133.033.

Section 2. The Police Department shall consist of such members, sworn and non-sworn, paid and volunteer, to achieve its purpose within the fiscal parameters and operating approval of the City Manager. Sworn members of the Department shall have all of the authorities granted to them and defined by law pursuant to ORS 181.610(8)(a)(11) and ORS 133.005(3). In every instance, sworn members of the Department, including paid members and volunteers, shall subscribe to an oath of office administered by the City Recorder or the Chief of Police.

Section 3. The Chief of Police shall be an at-will position appointed by the City Manager pursuant to Chapter VIII, Section 34(d)(4) of the City of Newport Charter.

Section 4. The powers and duties of the Chief of Police shall generally be as follows:

- A. Establish departmental objectives in line with City Council goals. Plan and develop law enforcement policies, procedures, standards, and programs based on an analysis of city growth, crime patterns, workload, staffing

levels and related economic, legislative and judicial influences to provide appropriate and effective law enforcement services to the community.

- B. Facilitate the planning of the budget, including developing justification for and presentation of department budget requests. Manage and monitor approved department budgets. Prepare and/or review department requests for proposals. Review and approve department expenditures.
- C. Assign, supervise and evaluate the work of subordinates. Hear grievances from and administer disciplinary action to department personnel. Interview and effectively recommend department hiring and termination actions. Ensure provision of adequate training within the Department.
- D. Supervise and assist in major departmental problems, crimes, or accidents and perform such additional duties as may be assigned by the City Manager.
- E. Prepare reports and advise the City Manager and City Attorney in regard to resolutions and ordinances pertaining to public safety matters for City Council information and action.

Section 5. The Chief of Police or such other member of the Police Department as the Chief of Police designates shall be the sergeant-at-arms at City Council meetings. Such sergeant at arms shall carry out all lawful orders and instructions given by the presiding officer of the City Council for the purpose of maintaining order and decorum at said meetings.

Section 6: This resolution shall become effective immediately on passage.

Adopted by the City Council on September 4, 2012.



Mark McConnell, Mayor

ATTEST:



Margaret M. Hawker, City Recorder