



CITY COUNCIL REGULAR SESSION AGENDA
Monday, April 01, 2024 - 6:00 PM
Council Chambers- 169 SW Coast Highway Newport, Oregon 97365

All public meetings of the City of Newport will be held in the City Council Chambers of the Newport City Hall, 169 SW Coast Highway, Newport. The meeting location is accessible to persons with disabilities. A request for an interpreter, or for other accommodations, should be made at least 48 hours in advance of the meeting to Erik Glover, City Recorder at 541.574.0613, or e.glover@newportoregon.gov.

All meetings are live-streamed at <https://newportoregon.gov>, and broadcast on Charter Channel 190. Anyone wishing to provide written public comment should send the comment to publiccomment@newportoregon.gov. Public comment must be received four hours prior to a scheduled meeting. For example, if a meeting is to be held at 3:00 P.M., the deadline to submit written comment is 11:00 A.M. If a meeting is scheduled to occur before noon, the written comment must be submitted by 5:00 P.M. the previous day. To provide virtual public comment during a city meeting, a request must be made to the meeting staff at least 24 hours prior to the start of the meeting. This provision applies only to public comment and presenters outside the area and/or unable to physically attend an in person meeting.

The agenda may be amended during the meeting to add or delete items, change the order of agenda items, or discuss any other business deemed necessary at the time of the meeting.

1. CALL TO ORDER AND ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

This is an opportunity for members of the audience to bring to the Council's attention any item not listed on the agenda. Comments will be limited to three (3) minutes per person with a maximum of 15 minutes for all items. Speakers may not yield their time to others

4. PROCLAMATIONS, PRESENTATIONS, AND SPECIAL RECOGNITIONS

Any formal proclamations or recognitions by the Mayor and Council can be placed in this section. Brief presentations to the City Council of five minutes or less are also included in this part of the agenda.

- 4.A Proclamation Recognizing National Library Week Received by Laura Kimberly Library Director**
[Proclamation.pdf](#)

5. CONSENT CALENDAR

The consent calendar consists of items of a repeating or routine nature considered under a single action. Any Councilor may have an item on the consent agenda removed and considered separately on request.

- 5.A Receipt of Audio/Video File Links for Minutes to be Approved**
[Video Links for Minutes to be approved 4-01-2024.pdf](#)

- 5.B Approval of City Council Meeting and Work Session Minutes**
[3-18-2024 Work Session Minutes-Final.pdf](#)
[3-18-2024 City Council Minutes-Final.pdf](#)

- 5.C Receipt of Approved Committee Minutes**
[September 27, 2023 Police Advisory Committee Minutes.pdf](#)
[Parks & Recreation Advisory Committee Minutes 12-6-23](#)
[Parks & Recreation Advisory Committee Minutes 2-7-24](#)
[01-17-2024_Parking_Advisory_Comm_Minutes-Approved_03-20-2024.pdf](#)

- 5.D Ratify the Mayor's Appointment of Miranda Carter as a Member of the Parks and Recreation Advisory Committee for a Term Expiring December 31, 2025**
[City Manager Report Park and Rec Appointment.pdf](#)
[Staff Report - Miranda Carter.pdf](#)
[2024 Miranda Carter Application.pdf](#)

- 5.E Favorably Recommend to the Oregon Liquor Control and Cannabis Commission (OLCC) Approval of a Full On - Premise Commercial License to The Sea Lion Located at 333 SW Bay Boulevard, as a New Outlet**
[City Manager's Report](#)
[The Sea Lion Staff Report.pdf](#)
[OLCC Application.pdf](#)

6. PUBLIC HEARING

This is an opportunity for members of the audience to provide testimony/comments on the specific issue being considered by the City Council. Comments will be limited to three (3) minutes per person.

7. COMMUNICATIONS

Any agenda items requested by Mayor, City Council Members, City Attorney, or any presentations by boards or commissions, other government agencies, and general public will be placed on this part of the agenda.

7.A Housing Authority of Lincoln County Executive Director, Karen Rockwell - Request for Capital Funding for the Overnight Homeless Shelter

[City Manager's Report Request for Funding re Shelter Renovation.pdf](#)

7.B Lincoln County Health and Human Services Director, Jayne Romero - Presentation on the Overnight Winter Shelter and Request for Future Funding

[City Manager's Report Romero Email .pdf Shelter Debrief Report 2024 \(2\).pdf 2024 Report to Community - Request for Continuation Funding Support \(2\).pdf](#)

8. CITY MANAGER'S REPORT

All matters requiring approval of the City Council originating from the City Manager and departments will be included in this section. This section will also include any status reports for the City Council's information.

8.A Report and Possible Action on Oceanview Drive Traffic Study

[City Manager's Report Traffic Studies Oceanview Update - Staff Report.pdf Newport Oceanview Drive Assessment Memo - Final.pdf Figure 1 Conceptual Realignment Alternative Oceanview & Edenview Improvements.pdf](#)

8.B Authorization to File with the Department of Environmental Quality Applications for a Clean Water State Revolving Loan Fund (CWSRF) Loan to Provide Funds for the Design and Construction of Two City Wastewater Projects, Including the Influent Pump Station Replacement and the Chlorination Project

[City Manager's Report](#)
[Staff Report.FINAL.03252024.pdf](#)
[Newport_Application__Dechlor__8-11-2023_.pdf](#)
[Newport_Application__Influent_PS__8-11-2023_.pdf](#)

8.C Consideration and Possible Approval of Modification to the City's Vacation Accrual and Carryover Schedules

[City Manager's Report](#)
[Copy of Vacation Schedule.pdf](#)
[Revised Vacation policy effective 5-22-24.pdf](#)

8.D Consideration of Appropriation of Funds for Technical Support for the Water Supply and Conservation Management Work Group

[City Manager's Report](#)
[Newport_WG-tech support_PSA_03-18-2024.pdf](#)

8.E Status Report on Water and Sewer Code and Policy Updates.

[City Manager's Report.pdf](#)
[Staff Report - Water Sewer Admin policies april 1, 2024.pdf](#)
[Draft Code.pdf](#)
[05-01-2023_City_Council_Work_Session_Minutes-final.pdf](#)
[10-16-2023_City_Council_Work_Session_Minutes-Final.pdf](#)
[ORS_91.255_.pdf](#)
[Newport_Utility_Account_Current_Front.pdf](#)
[Newport_Utility_Account_Current_Rear.pdf](#)
[Leak Adjustment Form Draft.pdf](#)
[Draft Property Owner Payment Arrangements Consent Form.pdf](#)
[Draft Commercial Utility Application Form.pdf](#)
[Draft Residential Utility Application Form.pdf](#)
[Draft Approval to Transfer Service Form.pdf](#)
[CUSTOMER ACCOUNT SERVICE REQUEST FORM FORM FILLABLE.pdf](#)
[DRAFT Flowchart for Lien process and denial of service_.pdf](#)
[NMC ch. 5.10, 5.15, 5.20.pdf](#)

8.F Report and Discussion of Write-off Policies for Uncollectible Debt

[City Manager's Report](#)
[Staff Report - March 18 Uncollectible-Bad Debts Policy.pdf](#)
[Staff Report for Uncollectible Debt Write off Policy.pdf](#)
[Draft Policy.pdf](#)
[05-01-2023 City Council Work Session Minutes-final.pdf](#)

8.G Employee Housing Update

[City Manager Report Employee Housing Update.pdf](#)

[June_20__2022 Work Session Minutes.pdf](#)
[Employee_Housing_Memo_-_6-16-2022.pdf](#)

8.H Report Regarding Composition and Appointment of Members to Committee Structure Study Work Group

[City Manager Report.pdf](#)
[Res. No 4012 Signed.pdf](#)

9. LOCAL CONTRACT REVIEW BOARD

9.A Approval of Amendment No. 1 to Consultant Record Agreements dated April 9, 2021, for Civil West Engineering, Inc., Century West Engineering, Inc., Foundation Engineering, Inc., Harper Houf Peterson Righellis, Inc. (HHPR), The Automation Group (TAG), and Water Systems Consulting, Inc.

[City Manager's Report](#)
[Staff Report Consultants of Record 4-1-24.pdf](#)
[4.9.21 Century West Engineering EOR Agreement.pdf](#)
[4.9.21 Civil West EOR Agreement.pdf](#)
[4.12.21 Foundation Engineering EOR Agreement.pdf](#)
[4.9.21 HHPR EOR Agreement.pdf](#)
[4.12.21 TAG EOR Agreement.pdf](#)

9.B Award of Insurance Agent of Record Contract for the City of Newport, to WHA Insurance Agency from 2024 to 2029

[City Manager Report.pdf](#)
[insurance_agent_of_record_rfp_final_03-2024.pdf](#)

10. REPORT FROM MAYOR AND COUNCIL

This section of the agenda is where the Mayor and Council can report any activities or discuss issues of concern.

10.A Mayor and Council Report

[Hall Report .pdf](#)

11. PUBLIC COMMENT

This is an additional opportunity for members of the audience to provide public comment. Comments will be limited to three (3) minutes per person with a maximum of 15 minutes for all items. Speakers may not yield their time to others.

12. ADJOURNMENT