



**CITY COUNCIL SPECIAL MEETING AGENDA**  
**Monday, July 01, 2024 - 4:00 PM**  
**Council Chambers- 169 SW Coast Highway Newport, Oregon 97365**

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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](mailto: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](mailto: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.

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**1. CALL TO ORDER AND ROLL CALL**

**2. PLEDGE OF ALLEGIANCE**

**3. PUBLIC COMMENT**

#### **4. 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.*

##### **4.A Receive Report from the Greater Newport Area Chamber of Commerce on Annual Activities of the Discover Newport Committee (DNC) Activities Funded through the City's Transient Room Tax**

[City Manager's Report](#)

[Staff Report -DNC Annual Report.pdf](#)

[City Report 2023-2024.pdf](#)

[2023 Economic Impact of Travel in Newport.pdf](#)

[Travel Oregon Economic Impact of Travel - Central Coast.pdf](#)

##### **4.B Report Regarding Utility Billing Policies and Application Forms**

[City Manager Report Water Sewer Policies and Forms .pdf](#)

##### **4.C Receive Report and Update Regarding the Management of Short-Term Rentals**

[City Manager's Report](#)

[Short-Term Rental Update - 06.24.24.pdf](#)

[STR Count List 6-24-2024.pdf](#)

[2024 STR Lists 6-24-2024.pdf](#)

##### **4.D Receive Report on the Cost to Acquire Light Shields for Acorn Lights Owned by the Central Lincoln People's Utility District**

[City Manager's Report](#)

##### **4.E Receive Report on the Activities Initiated by the City's Grant Manager**

[City Manager's Report](#)

[Cover Memo - Grant Management Activity Summary.pdf](#)

[Grant Management PowerPoint Slides.2024.06.pdf](#)

##### **4.F Receive Report on the Activities of the City's EV Charging Stations**

[City Manager's Report](#)

[City Electric Vehicle Utilization Memo.pdf](#)

[Oregon Coast Aquarium Email.pdf](#)

##### **4.G Receive Report on Follow Up on Discussion Regarding Locker Room Use at the Recreation Center**

[City Manager's Report](#)

[Staff Report.pdf](#)

**4.H Receive Report on Budgeted Street Projects for Fiscal Year 2024-2025**

[City Manager's Report](#)

[Staff Report - Budgeted Street Projects for FY 24 - 25.pdf](#)

[FY24-25 Approved Capital Street Projects.pdf](#)

**4.I Receive Report on Employee Transitional Housing Policy and Lease**

[City Manager's Report](#)

[Temporary Employee Housing Policy Draft 2024.pdf](#)

[Wyndhaven Ridge - Blank Rental Agreement.pdf](#)

**4.J Adoption of Resolution No. 4033, a Resolution Extending the City of Newport's Worker's Compensation Insurance Coverage to Qualified Volunteers of the City of Newport for Coverage Year 2024-2025**

[City Manager Report Work Comp.pdf](#)

[Res. No. 4033 - Extending Worker's Compensation Coverage to Volunteers.pdf](#)

**4.K Favorably Recommend to the Oregon Liquor and Cannabis Commission (OLCC) for Wholesale Malt Beverage and Wine License for CoHo Distributing LLC, 3228 SE Ferry Slip Rd., Due to a Change of Location**

[CITY MANAGER Report OLCC COHO.pdf](#)

[Staff Report - CoHo Distributing OLCC.pdf](#)

[OLCC Application - CoHo Distributing.pdf](#)

**5. PUBLIC HEARING**

**5.A Public Hearing and Potential Adoption of Ordinance No. 2223, AN ORDINANCE ESTABLISHING DESIGNATED SPEEDS FOR NW OCEANVIEW DRIVE**

[City Manager Report Oceanview Ord 2223.pdf](#)

[Staff Report.pdf](#)

[Updated Draft Ordinance No. 2223.pdf](#)

[Traffic Order 24-1 Oceanview Drive No Parkign Signs - EXECUTED.pdf](#)

**6. CITY MANAGER'S REPORT**

**6.A From the Oregon Coast Council for the Arts - Presentation by Jason Holland, Executive Director Regarding Naming Various Rooms of the Performing Arts Center**

[City Manager Report OCCA Pac Naming.pdf](#)  
[Proposed naming designations at the PAC.pdf](#)  
[Ord\\_2138.pdf](#)

**6.B Approval of Climate Action Strategies for the City of Newport**

[City Manager's Report](#)  
[6.24.24 Working Draft Climate Plan.pdf](#)

**6.C Consideration and Potential Adoption of Resolution No. 4032, a Resolution Approving Engineering Standards for the City of Newport**

[City Manager's Report](#)  
[Resolution No. 4032 - Engineering Design and Construction Standards Manual.pdf](#)  
[Staff Report - Approval of Engineering Design Standards.pdf](#)  
[Ordinance 2199.pdf](#)  
[Engineering Design and Constuction Standards Manual.pdf](#)

**6.D Approval of the City Employee Handbook**

[City Manager's Report](#)  
[REVISED Employee Handbook - FInal Version 6.27.2024.pdf](#)

**6.E Receipt on the Completion of the Salary Study for Non-Represented City Employees**

[City Manager's Report](#)

**6.F Discussion and Possible Action Regarding Update Resolution No. 3965, a Resolution Establishing a City Council Stipend/Compensation Work Group**

[City Manager's Report](#)  
[Resolution 3965.pdf](#)

**6.G Annual Report and Authorization of an Agreement with the Nye Neighborhood Association --Request for Funding for the Fiscal Year 2024-2025**

[City Manager Report Neighborhood Association.pdf](#)  
[Nye Neighborhood Funding Request Email Kaplan.pdf](#)  
[June 2024- NNA request for payment from City of Newport.pdf](#)  
[Draft Agreement - Neighborhood Association Funding fy 24-25.pdf](#)

**6.H Approval of Payment/Annual Schedule to Greater Newport Chamber of Commerce Related to DNC/DMO Contract**

[City Manager Report Annual Payment Schedule Chamber.pdf](#)  
[Proposed DNC Annual Payment Sch for Council Approval .pdf](#)  
[Discover\\_Newport\\_Budget\\_24-25\\_final.pdf](#)

**6.I Consideration and Potential Approval of Grant Agreement with Agape Respite**

## **Center**

[City Manager Report Agape.pdf](#)

[Formal\\_Request\\_Agape\\_Redacted.pdf](#)

[Agape Respite Center 2024 Agreement Draft\\_Redacted.pdf](#)

### **6.J Authorization to Apply for the Consumer Product Safety Commission's (CPSC) Pool Safety Grant Program (PSGP) to obtain funding for the City of Newport's Pool Safety Education and Enforcement Program**

[City Manager Report PSGP Grant Final.pdf](#)

[Staff Report.pdf](#)

[Grant Application - Blank.pdf](#)

[Letter from Dr. Emily Rosenthal. Pool Safety Data.pdf](#)

[Oregon Public Health Division Information Bulletin.pdf](#)

### **6.K Authorization to Execute a Lease Agreement with the Federal Express Corporation for Office Space, Aircraft Tiedowns, Vehicle Parking Spaces and Equipment Storage Spaces Located at the Newport Municipal Airport**

[City Manager's Report](#)

[FedEx ONP lease - rev. draft 6-26-24 -track changes.pdf](#)

[Exhibit A FedEx lease area 2024.pdf](#)

[Exhibit a fedEx storage area.pdf](#)

[Old Fedex Lease.pdf](#)

### **6.L Discussion of Items Removed from Consent Calendar**

## **7. LOCAL CONTRACT REVIEW BOARD**

### **7.A Authorize Award and Agreement with Water Systems Consulting (WSC) to Award the City of Newport Water System Master Plan Project in the Amount of \$560,000**

[City Manager Report LCRB Master Plan Award Final.pdf](#)

[Staff Report - Authorization of Contract.pdf](#)

[Attachment A - Scope and Fee.pdf](#)

[Attachment B - Sample Professional Services Agreement.pdf](#)

### **7.B Approve Addendum No. 3 with Greater Newport Chamber of Commerce for the Personal Services Agreement Destination Marketing/Discover Newport Contract**

[City Manager Report Addendum No 3 Chamber Personal Services.pdf](#)

[Newport Chamber addendum no. 3 - FY 24-25.pdf](#)

[March 14, 2024 DNC Minutes.pdf](#)

[Discover\\_Newport\\_Budget\\_24-25\\_final.pdf](#)  
[agreement\\_3275 PSA with Chamber.pdf](#)

## **8. ADJOURNMENT**