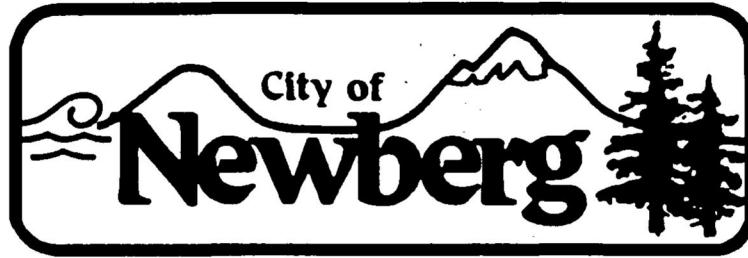


City Manager
(503) 538-9421

City Attorney
(503) 537-1206



115 South Howard Street
PO Box 970
Newberg, Oregon 97132

**CITY OF NEWBERG
CITY COUNCIL WORK SESSION
AND EXECUTIVE SESSIONS
MONDAY, JULY 17, 2000**

6:00 P.M.

NEWBERG PUBLIC SAFETY BUILDING

THE CITY COUNCIL OF THE CITY OF NEWBERG WILL HOLD A WORK SESSION TO REVIEW THE JULY 17, 2000 COUNCIL AGENDA ITEMS. NO ACTION WILL BE TAKEN ON THE AGENDA ITEMS.

AN EXECUTIVE SESSION PURSUANT TO ORS 192.660(1)(d) RELATING TO LABOR NEGOTIATIONS.

THE EXECUTIVE SESSIONS WHICH ARE LISTED ON THE AGENDA MAY BE HELD AT THE WORK SESSION IF TIME PERMITS UNDER THE AUTHORITY AND COVERING THE SUBJECT MATTER LISTED ON THE AGENDA. NO DECISIONS WILL BE MADE.

THE WORK SESSION WILL BE FOLLOWED BY THE CITY COUNCIL MEETING TO BE HELD IN THE NEWBERG PUBLIC SAFETY BUILDING BEGINNING AT 7:00 P.M.

DATED THIS 5TH DAY OF JULY, 2000.


DUANE R. COLE
CITY MANAGER

ACCOMMODATION OF PHYSICAL IMPAIRMENTS:

In order to accommodate persons with physical impairments, please notify the City Manager's office of any special physical or language accommodations you may need as far in advance of the meeting as possible and no later than 48 hours prior to the meeting. To request these arrangements, please contact Rebecca Green at (503) 538-9421.

CC\WSNOTE0717.WPD

CITY MANAGER'S OFFICE: e-mail: nctymgr@ci.newberg.or.us Fax: 537-5013

Building: 537-1240 • Community Development: 537-1240 • Finance: 537-1201 • Fire: 537-1230
Library: 538-7323 • Municipal Court: 537-1203 • Police: 538-8321 • Public Works: 537-1233 • Utilities: 537-1205
Municipal Court Fax: 537-1277 • Community Development Fax: 537-1272 • Library Fax: 538-9720

"Working Together For A Better Community - Serious About Service"

Council accepts comments on agenda items during the meeting. Please fill out a form and identify the item you wish to speak on and hand this to the Recording Secretary prior to the meeting, if possible. Otherwise, please fill out the form prior to the agenda item you wish to speak on and turn it in to the Recording Secretary. (The exception is formal land use hearings which require a specific public hearing process. The agenda items will be identified at the meeting.)

**CITY OF NEWBERG
COUNCIL AGENDA
MONDAY, JULY 17, 2000
7:00 P.M. MEETING
PUBLIC SAFETY BUILDING - TRAINING ROOM**

I. CALL MEETING TO ORDER*

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

PUBLIC MEETING SECTION

IV. PUBLIC COMMENTS

(30 minutes maximum which may be extended at the Mayor's or President's discretion; an opportunity to speak for 3 minutes but not more than 5 minutes per speaker allowed)

V. PUBLIC HEARING

1. **Ordinance No. 2000-2528** creating residential parking zone in the vicinity of the Newberg High School.
2. Budget 2001-02 - Where do we go from here?

BUSINESS MEETING SECTION

VI. CONTINUED BUSINESS

1. Authorize the Mayor to sign the revised Sister City Agreement with Wadayama, Japan.

VII. NEW BUSINESS

1. **Resolution No. 2000-2255** authorizing the City Manager to sign the collective bargaining agreement between the City of Newberg and the Office and Professional Employees International Union Local #11 (Police Union Contract.)

*The Mayor reserves the right to change the order of items to be considered by the Council at their meeting.

**PAGE 2
CITY COUNCIL AGENDA
JULY 17, 2000**

VIII. CONSENT CALENDAR

1.

IX. EXECUTIVE SESSION

1. Executive Session pursuant to ORS 192.660(1)(d) relating to labor negotiations.

X. ADJOURNMENT

INDEX OF RESOLUTIONS AND ORDINANCES:

RESOLUTIONS:

1. **Resolution No. 2000-2255** authorizing the City Manager to sign the collective bargaining agreement between the City of Newberg and the Office and Professional Employees International Union Local #11.

ORDINANCES:

1. **Ordinance No. 2000-2528** creating residential parking zone in the vicinity of the Newberg High School.

ACCOMMODATION OF PHYSICAL IMPAIRMENTS: In order to accommodate persons with physical impairments, please notify the City Manager's office of any special physical or language accommodations you may need as far in advance of the meeting as possible and no later than 48 hours prior to the meeting. To request these arrangements, please contact Rebecca Green at (503) 538-9421.

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*The Mayor reserves the right to change the order of items to be considered by the Council at their meeting.

REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED: 2000, July 17

Ordinance XX Resolution ____ Motion ____ Information ____
No. 2000-2528 No.

Date Submitted: July 3, 2000

SUBJECT: Creation of a Residential Parking Zone in the vicinity of the Newberg High School.

Contact Person (Preparer) for this Resolution:

Cindy Young-Bolek

Dept.: Police

File No.:

(if applicable)

RECOMMENDATION:

Adopt Ordinance No. 2000-2528 authorizing the creation of a Residential Parking Zone in the vicinity of Newberg High School. This ordinance provides homeowners on affected streets the opportunity to apply to the City to restrict parking on designated streets on school days during the hours of 8:00 a.m. to 3:00 p.m.

It is suggested that this ordinance incorporate the following streets: Hawthorne Drive, Hawthorne Loop, Birch Lane, Willow Drive, Elm Lane, Alder Street and Sitka Street (Haworth intersection to Newberg High School), Emery Drive, Douglas Avenue (Deborah Road to Cedar Street) and Deborah Road (Douglas Avenue to Haworth).

Each street should be required to show approval of at least 60% of legal homeowners to enact restricted parking on their street. The Newberg Police Department shall establish procedures and standards for the issuance of permanent and temporary permits to residents that will allow residents and their guests to park their vehicles within residential parking zones during restricted hours. At a minimum, the Newberg Police Department shall establish rules which establish the criteria for issuance, surrender and revocation of permits, evidence of proof of residence and vehicle ownership, terms of the permit, standards for display of the permit, and allow for the issuance of temporary permits to residents for the parking of nonresident vehicles for temporary periods upon a showing of reasonable need for such permits.

BACKGROUND:

1. The Newberg Police Department has partnered with the Newberg School District and neighbors in the vicinity of Newberg High School to develop strategies to

address concerns related to student driving, student behavior, traffic and parking on streets surrounding Newberg High School.

2. Residents who wish to restrict parking within the designated Residential Parking Zone shall make a formal application to the City. In addition to the formal application, residents must provide a 60% vote, in favor of the designated street(s) application. *A resident is defined as the legal property owner.*
3. One strategy addressed was the creation of a Residential Parking Zone that provides homeowners on specified streets the opportunity to apply to the City of Newberg to create restricted parking on school days between the hours of 8:00 a.m. and 3:00 p.m.
4. The Newberg Police Department and Newberg School District have held several meetings with neighbors regarding the development of a proposed Residential Parking Zone.
5. The Newberg School District is in the process of securing additional parking both on and off the Newberg High School campus.
6. The Newberg School District and Newberg Police Department are continuing to work in partnership with area residents to address issues relating to student driving and behavior in neighborhoods surrounding Newberg High School.
7. The Newberg Traffic Safety Commission heard testimony from area residents of Newberg High School which resulted in the Traffic Safety Commission recommending the Newberg City Council consider the creation of a Residential Parking ordinance in the vicinity of the high school.
8. The Residential Parking ordinance is anticipated to reduce the impact of traffic in area neighborhoods during the school year, reduce incidents of illegal parking, including blocked driveways and mailboxes. Additionally, restricting parking on neighborhood streets during school days will reduce student loitering, trash and vandalism.
9. The structure of this ordinance provides authority to homeowners in affected areas to determine when and if they wish to enact a residential parking zone.

FISCAL IMPACT:

The fiscal impact of this ordinance includes the cost of implementation and administrative oversight, signage, and decals for registered vehicles.

Area neighbors who would potentially be affected by this ordinance were opposed to being required to pay to help alleviate problems associated with traffic, student driving and behavior in their neighborhoods. Although several area residents indicated that they would

be willing to donate money to assist in defraying costs, the Newberg School District has offered to assist with the implementation of this ordinance. The Newberg School District Superintendent has proposed that the Newberg School District will to provide the required vehicle decals, and financial assistance in an amount not to exceed \$1,500 to pay for one-half the cost of required signage. Further, the Newberg School District has agreed to work in partnership with Newberg Police Department staff and area neighbors to provide for administrative oversight of this ordinance. Administrative oversight will include the development of a process to register, maintain, and track the registration of permitted vehicles under this ordinance.

It is proposed that the City of Newberg provide the remaining one-half cost of required signage (approximately \$1,500).

STRATEGIC ASSESSMENT:

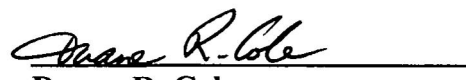
The creation of this ordinance proposal was developed out of a police-schools-community partnership formed to alleviate issues occurring in neighborhoods surrounding the Newberg High School. The ordinance is designed to provide authority to respective neighborhood residents to determine if, and when formation of a residential parking zone is appropriate.

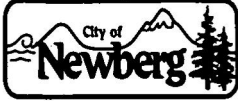
Further, it is anticipated that this ordinance will reduce officer time that is currently required to respond to and mediate issues involving loitering, poor student behavior, blocked mailboxes and vision clearance near driveways. In addition, it encourages students of Newberg High School who drive, to park upon the high school campus and/or at designated alternative parking determined by the Newberg School District.

Lastly, there are other strategies that have been introduced by the cooperative group in addition to proposal of this ordinance. They include, but are not limited to: proactive patrols by the Newberg Police Department, dual reporting of incidents and criminal violations by police and schools, the development of an expanded school zone as approved by the Newberg Traffic Safety Commission, and assistance from area residents to report suspicious activity and traffic violations occurring in their neighborhoods.

SUBMITTED BY:


Cindy Young-Bolek
Support Services Manager


Duane R. Cole
City Manager



ORDINANCE No. 2000-2528

AN ORDINANCE ADOPTING A PROCEDURE FOR ESTABLISHING RESIDENTIAL PARKING ZONES IN THE CITY

RECITALS:

1. The purpose of a Residential Parking Zone is to prohibit parking by nonresidents during specific time periods within specific geographic areas used predominantly for residential purposes.
2. Residents who wish to restrict parking within the designated Residential Parking Zone shall make a formal application to the City. In addition to the formal application, residents must provide a 60% vote, in favor of the designated street(s) application. *A resident is defined as the legal property owner.*
3. This ordinance provides for a process to establish restricted parking on a designated street, or designated streets, on school days between the hours of 8:00 a.m. and 3:00 p.m.

THE CITY OF NEWBERG ORDAINS AS FOLLOWS:

- Section 1. In order to restrict parking between the hours of 8:00 a.m. and 3:00 p.m., residents and property owners along the street or streets being considered for restricted parking are required to make a formal application to the City on a form to be approved by the City Manager.

The application shall include the following information:

A. Name, address, phone number, owner of the property and other pertinent information as required by the City Manager or a designee.

B. Sufficient space or numbers of forms for at least 60% of the affected residents to sign that they are in support or not in support of a Residential Parking Zone on the proposed street or streets to be designated Residential Parking Zone.

C. The City Manager, or a designee, shall establish procedures and standards for the issuance of permanent and temporary permits to residents that will allow residents and guests to park their vehicles within residential parking zones during restricted hours. At a minimum, rules shall be established that to

identify criteria for the following:

1. Issuance, surrender and revocation of permits;
2. Evidence of proof of residence and vehicle ownership;
3. Terms, or time limit, of the permit;
4. Standards for display of the permit;
5. A temporary permit to nonresident vehicles to park in the area for temporary periods.

Section 2. It shall be unlawful for any person to:

- A. Provide false information in connection with an application for a permanent or temporary permit;
- B. Fail to surrender a permit, when requested to do so, when the person is no longer entitled to the permit;
- C. Use a permit when the permit holder is no longer entitled to the permit;
- D. Use, or allow the use of a temporary permit in a manner inconsistent with the terms and limitations of the permit.
- E. Park in a designated Residential Parking Zone without a valid residential or guest parking permit

Section 3. The City shall cause to be installed and maintained, official signs for Residential Parking Zones which clearly identify the parking restrictions for nonresidents and the exception to those restrictions for permit holders within the residential parking zone.

Section 4. The following streets are eligible for designation as a Residential Parking Zone: Hawthorne Drive, Hawthorne Loop, Birch Lane, Willow Drive, Elm Lane, Alder Street and Sitka Street (Haworth intersection to Newberg High School), Emery Drive, Douglas Avenue (Deborah Road to Cedar Street) and Deborah Road (Douglas Avenue to Haworth).

Section 5. The City Manager or designee is authorized to revoke any permit when the permit holder is found to be in violation of the provision of the above section, and, upon written notification thereof, the permit holder shall surrender the permit to the Chief of Police or designee.

Section 6. The penalty for violation of any section of this ordinance related to the application or improper use of the residential parking permit shall be punishable by a class four (4) civil infraction.

Section 7. The penalty for violation of prohibited parking in a designated residential parking zone is punishable by a class five (5) civil infraction.

ADOPTED by the Newberg City Council this ____ day of _____, 2000, by the

5

following votes:

AYE:

NAY:

ABSENT:

ABSTAIN:

Duane R. Cole, City Recorder

ATTEST by the Mayor this ____ of _____, 2000.

Charles Cox, Mayor

LEGISLATIVE HISTORY

By and through Traffic Safety Committee at 6/12/2000 meeting.

TRAFFIC SAFETY COMMISSION
7:00 P.M. Monday, June 12, 2000
Public Safety Building

DRAFT

PRESENT: Dick Meyer, Doris Brandt, Don Matthews, Jack Stephens, Howard McDonald, and Everett Clarkson.

STAFF PRESENT: Cindy Bolek, Public Information/Community Resource; Russ Thomas, Division Manager Public Works, and secretary Mary Newell.

ABSENT: Terry Mayfield and Dione Baumer.

I. CALL MEETING TO ORDER:

A) Review and approve minutes of May 8, 2000

Motion: Brandt/McDonald to accept minutes as amended with corrected attendance. Motion carried; minutes will be placed on file.

2. OLD BUSINESS: None.

3. NEW BUSINESS:

A) Entertain testimony in support or against creation of Residential Parking Zones in the vicinity of Newberg High School

Chairperson Dick Meyer opened the meeting to accept testimony in support or against the establishment of a residential parking zone around Newberg High School.

Distributed to the Traffic Safety Commission were letters received in support or opposition to the establishment of a residential parking zone. They include the following and are attached as part of these minutes.

Letters in Support

Newberg School District

Linda Miller, 1009 Sitka Avenue

Shirley J. Cooper, 1011 Sitka Avenue

Robert and Mary Andrews, 1103 N Sitka Avenue

Carla J. Duncan, 1606 Deborah Road

Anthony & Barbara Benjamin, (owners Hawthorne Apartments)
6150 SW 170th Avenue, Beaverton

E. Lynn Rollings, 2404 Hawthorne Drive

Petition in support, with 38 signatures plus additional page with 12 signatures

Letters in Opposition

M. LeBlanc, 1610 Deborah Road

Douglas L. Poler, 1203 Elm Lane

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Letters with no opinion stated
Nicki Harrold, 2204 Willow Drive

Chair Dick Meyer entertained testimony in favor of the creation of a Residential Parking Zone in the vicinity of Newberg High School.

Noting that Dr. Paula Radich had a conflicting School Board Meeting, Chairman Dick Meyer asked Dr. Paula Radich to present the first statement before the Traffic Safety Commission.

Dr. Paula Radich, Superintendent Newberg School District, 714 E. Sixth Street, spoke in support of recommending to the City Council that an ordinance be passed creating a residential parking zone in the vicinity of Newberg High School. She explained that several agencies had been involved over the course of several months to reach a resolution to the parking issues in the high school area. Interested residents, School district officials, and the police department have partnered to explore and address the longstanding problems associated with student parking in the area. The school district has been in contact with a private party to expand some parking opportunities at the high school site.

As another matter, Dr. Radich on behalf of the Newberg School District, requested the creation of a new school zone around Newberg High School which would extend from Sitka and Haworth north, west to Haworth and Elliott, encompassing the streets or Hawthorne Drive, Hawthorne Loop, Willow Drive, Elm Lane and Alder Drive, in order to reduce vehicular speeds in that area. Following her statement, Dr. Radich departed the Traffic Safety Commission meeting, having a School Board meeting to attend.

Bob Lauinger, 2213 Willow Drive, spoke in support of the residential parking zone, but expressed opposition to the installation of speed humps. Mr. Lauinger questioned the availability of parking on high school grounds. Lynn Rollins, resident of Hawthorne Drive, said many are sophomores who are not allowed to park on school grounds but are old enough to drive, to which Mr. Lauinger responded that sophomores should not be driving. Traffic Safety Commission member Howard McDonald added that he understands need for juniors and seniors to drive, as many of them have after school jobs or after-school activities. He felt sophomores should not drive, but noted that many busses are empty of passengers.

Allen and JoAnne Stevens, 2715 Douglas Avenue, lives on the corner of Emry and Douglas. Ms. Stevens said that buses are indeed empty, and said that the area experiences grid lock when weather is raining as parents and students drive vehicles to school dropping off or picking up children. Lots of soccer parents who take up parking. Cited problems with speeding, name calling, obscene hand gestures, parking, blocked driveways and mailboxes, and garbage. Both Mr. And Mrs. Stevens expressed support for the residential parking zone.

Ralph Osburn, 2300 Hawthorne Drive, speaking on behalf of petitioners on Hawthorne Drive supported taking a recommendation to the Newberg City Council to consider development of a residential parking zone ordinance. For the record, he indicated the issue they are trying to address is student parking on a residential address. Osburn cited the following as problems relating to student parking: trash, blocked driveways, loitering, etc.

Osburn briefly explained that this meeting is the culmination of several neighborhood meetings whereby City officials, neighbors, school district representatives, and Traffic Safety Commission members partnered to seek resolution of the identified problems. Consensus has been that by having all parties involved, successful resolution will be reached -- solutions that could not have happened by working individually. Osburn suggested the solution being recommended, i.e. an ordinance establishing a residential parking zone, would be a good accommodation for solving the problem. He explained that the details of administering such a plan, cost, particular administrative issues, have not yet been defined. He noted that residential parking zone is just one piece of the solution, and alone would not solve the problem, but would be a successful plan coupled with the School's plan to add additional parking space at the high school. Further, Mr. Osburn indicated that residential parking zones are proven to work. Other cities have been contacted and those with such a program love it, citing Tigard as an example.

Mr. Osburn, speaking on behalf of Hawthorne petitioners, expressed support for Dr. Radich's request for expanding the school zone.

When questioned regarding unknown costs associated with implementing a residential parking zone, Cindy Bolek explained that since the last informational meeting, the City of Newberg and the school district have been creatively working to fund this. The goal is to not have a cost, or have the cost be very minimal. They are looking at volunteers to implement the program, distribute tags, and are looking at funding opportunities. However, final decision will rest at the Council level.

Osburn noted that there are those who oppose a fee, but others are willing to pay to get the program started. However, realistically there are funds associated with the cost of this project and it must come from somewhere. Ms. Bolek reiterated that staff and the School District are working jointly to provide different options to the City Council for their consideration.

Ms. Bolek responded to questions and concerns regarding the permit process, stating that the proposal is that the parking zone be established from 8am to 3pm school days. It does not include nights and weekends. Regarding visitors, it would be residents who monitor such activity. Police would only cite in the event someone is parking in the area without a permit. Staffing concerns dictate the patrol activity would be complaint driven.

Eric Johnson, 1201 Hawthorne Loop, went on record as supporting a residential parking zone, offering to make a donation towards funding the project. He asked that cautious consideration be given to the zone boundaries so parking is not just moved to another area, as well as consideration for the evening activities and sporting events.

Jack and Debbie Csergei, 1200 Elm Lane, noting they are not directly affected since they live outside the identified zoning area, spoke in favor of recommending a residential parking zone. They would be concerned, however, if the establishment of a parking zone moved the student parking problems into their area. As an employee of the U.S. Post Office, Mr. Csergei said that vehicles blocking mailboxes are a significant problem, and mail carriers are not required to stop and get out of their vehicles to deliver the mail, and sympathized with the residents' complaints that they aren't receiving mail since students are blocking their mailboxes.

William Bjork, noting he attends the First United Methodist Church and also has a parent who lives on Deborah Road, voiced support for a residential parking zone. He cited speed, parking issues, and heavy noontime traffic issues.

Bob and Mary Andrews, 1103 N. Sitka Avenue, said the school generally has no control over who parks outside of school grounds and expressed appreciation for their willingness to become involved. Student parking issues have denied residents the ability to park in their own driveways and in their own neighborhoods. Parking encroaches on residential driveways. The Andrews recommended moving forward with the recommendation to the City Council to establish a residential parking zone. Further, he suggested that residential parking zones might be useful in other areas of Newberg. Bob Andrews reiterated support for the expansion of a school zone around Newberg High School, and urged the Traffic Safety Commission to treat these as two separate issues.

Ron Staples, 2201 Hawthorne Loop, expressed support for a residential parking zone and the expansion of a school zone around Newberg High School.

Dick Meyer entertained testimony in opposition to establishing a residential parking zone.

No one in attendance spoke in opposition to establishing a school zone.

The Traffic Safety Commission entered into deliberations.

Cindy Bolek explained the request for the creation of a school zone. Staff recommendation is for 20 MPH, with traffic fines doubling in school zones. This is the standard which is allowable by law.

Responding to a question from Don Matthews, Cindy explained that the City Council would receive copies of minutes from prior meetings, a staff report, and any other supporting documentation necessary to make an informed decision.

Motion: McDonald/Stephens to recommend to the City Council that they pass an ordinance establishing residential parking zone in the neighborhood of Newberg High School, such ordinance to be considered at their next available meeting.

Suggested that motion be amended to add direct staff to include all information collected at the Traffic Safety Commission meeting and previous meetings. Both McDonald and Stephens being in agreement, the motion was amended to read as follows:

Amended Motion: to recommend to the Newberg City Council that they pass an ordinance establishing a residential parking zone in the neighborhood of Newberg High School, and directing Staff to include all information collected from previous meetings as part of the Staff Report.

The motion as amended passed unanimously.

Regarding the request for a school zone, Ms. Bolek indicated that school zones are created on streets and routes to public schools. Currently, there are designated school zones at all schools, with the exception of Newberg High School. The high school was excluded from designation based on the teen-aged years of the pedestrians. However, due to the high amount of vehicular and pedestrian traffic, and traffic speeds, the school district has made a formal request to create a school zone at Newberg High School. Dr. Radich has followed procedure, submitting this letter of request. Cindy Bolek read the letter, dated June 8, 2000, into the record, a copy of which is attached as part of these minutes. In addition, Ms. Bolek reported that the school will bear the costs of installing the signage and painting crosswalks necessary in order to implement an expanded school zone.

As a second issue, Ms. Bolek indicated she had met with City Attorney Terry Mahr and Court Judge John Mercer to discuss the option to double traffic fines in school zones. If the Traffic Safety Commission opts to adopt this option, fines would double in all school zones, not just at the High School. Doubling fines in school zones is allowable by law. If approved, the Public Works department will install the signs throughout the city. The Police Department recommends both proposals. The law requires passage by Traffic Safety Commission and the posting of signs in order to cite under the double fines legislation. Cindy distributed a map detailing the proposed school zone.

Motion: Matthews/Brandt to extend the school zone as presented in the map attached as part of these minutes. Motion carried.

Motion: McDonald/Brandt to double traffic fines in school zones. Motion carried unanimously.

Ms. Bolek indicated the cost to the City will be approximately \$2500 for all school zones (7 facilities). Mr. Russ Thomas explained that this cost is above that which the school district will pay. It also includes upgrading the quality of the marking materials now required, which has a life expectancy of about 10 years. Public Works will purchase an inventory from which they will be able to replace or install as needed, thus helping to reduce overall costs.

Chair Dick Meyer thanked all in attendance and suggested that their attendance at the City Council meeting would be helpful. Everett Clarkson commented on the good support presented throughout the process by citizens and commission members.

Mr. McDonald enlarged upon Dr. Radich's comment earlier about the parking expansion. He explained that the School District's plan to enlarge the parking lot will help alleviate some of the parking problems, and that by graveling rather than paving, the costs will be cut exponentially.

STAFF REPORTS - GENERAL INFORMATION:

- A) Chief of Police - Cindy Bolek reported:
- that the owner of the blue pickup voluntarily moved the pickup
 - A letter went out to the mobile home park asking for their assistance in making the exit from the mobile home park onto Everest a safer place
 - City readying to paint that area on Fulton.

- B) Engineering - Russ Thomas reported:
- Larry Anderson has resigned and will be working as an independent engineer.
 - State and Federal laws have changed the types of paint used from petroleum based to water-based paints for street signage. When painting can be done effectively is based on temperature and humidity.
- C) Traffic Safety Committee Sub-Committees:
1. Community Relations - No report.
 2. Pedestrian Safety - No report.
 3. Parking Safety (passenger vehicles & trucks) - No report.
 4. Traffic Control & Obstructions - No report.

4. REPORTS:

ACTS Oregon deadline for mini-grants is August 5, 2000.

5. COMMUNICATIONS FROM THE FLOOR:

Bob Andrews reported a tractor/trailer in front of Friends view Manor on Fulton as well as one using Haworth as a truck route.

Responding to question from Matthews, Russ Thomas indicated that the intersection of Mountainview and Aspen is located within the City but the signs are still under the jurisdiction of Yamhill County.

6. ADJOURN TO NEXT MEETING: Next meeting July 10, 2000

There being no further business to come before the Traffic Safety Commission, the meeting adjourned at 8:15 p.m.

Mary Newell, Recording Secretary

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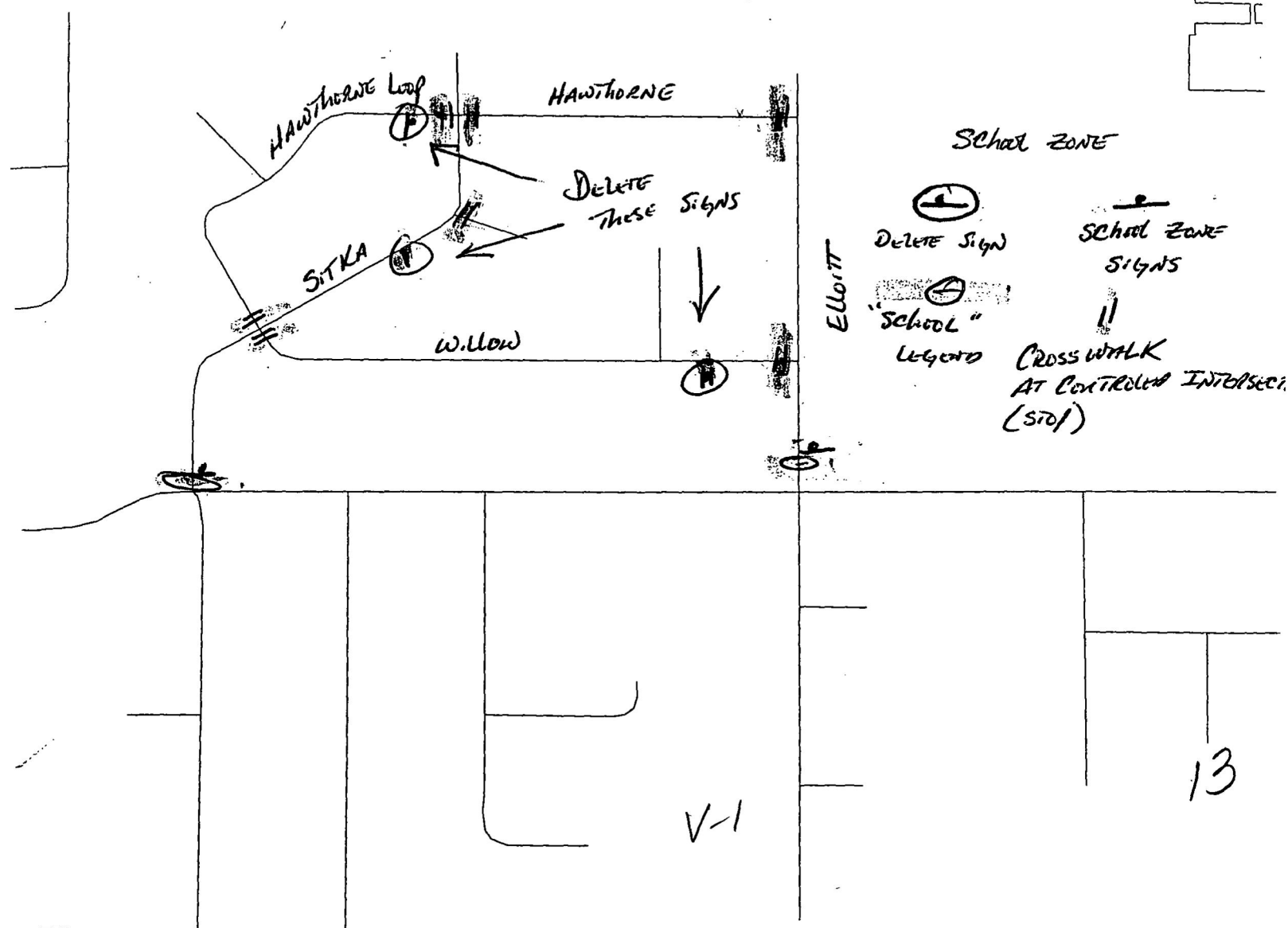
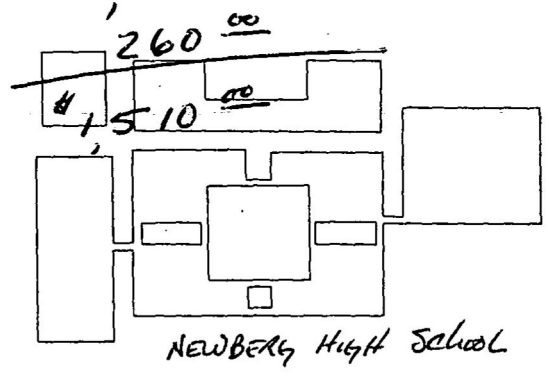
TRAFFIC FINES DOUBLE
& SCHOOL ZONE SIGNS

ADDITIONAL
AREAS

4 SCHOOL ZONE SIGNS @ \$100.00 = \$400.00
 5 CROSSWALKS (HEAT TAPE) @ \$150.00 = \$750.00
 SIGN DELETES - XWALK ADD + 100.00
\$1150.00
\$1250.00

- 2 SIGN @ 100.00 = 200.00
 + 2 @ 150 = 300.00
300.00
 + 100.00

"SCHOOL" LEGEND
 TOTAL





... a new school of thought

Paula A. Radich, Ed.D.
Superintendent

June 8, 2000

Dick Meyer, Chairman
City of Newberg Traffic Safety Commission
C/O Newberg Police Department
P.O. Box 970
Newberg, Oregon 97132

Dear Mr. Meyer and Members of the Newberg Traffic Safety Commission:

The Newberg School District requests the creation of a new school zone. The new school zone would extend from Sitka and Haworth north, west to Haworth and Elliott, encompassing the streets of Hawthorne Drive, Hawthorne Loop, Willow Drive, Elm Lane and Alder Drive.

Currently, there is a high level of vehicle and pedestrian traffic using multiple access points in the neighborhood as vehicles enter and exit Newberg High School. This extended school zone will enhance the safety of students and residents by reducing vehicle speeds on roads adjacent to Newberg High School.

Over the past several months Newberg School District staff, the Newberg Police Department and our high school neighbors have met to problem solve mutual issues of concern regarding traffic on streets adjacent to the high school. Our high school neighbors are supportive of the district's request to extend the school zone.

The district is committed to working with our neighbors to resolve longstanding issues created by vehicle and pedestrian traffic. The district will bear the cost of installing the necessary signage and crosswalks needed to implement an expanded school zone.

Please give this matter your consideration. An expanded school zone is one of a number of solutions discussed by our neighbors and the district. It is an important step in resolving neighborhood issues and will provide improved safety for our residents and students.

Sincerely,

Paula A. Radich, Ed.D.
Superintendent

V-1

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... a new school of thought

Paula A. Radich, Ed.D.
Superintendent

June 8, 2000

Dick Meyer, Chairman
City of Newberg Traffic Safety Commission
C/O Newberg Police Department
P.O. Box 970
Newberg, Oregon 97132

Dear Mr. Meyer and Members of the Newberg Traffic Safety Commission:

The Newberg School District supports our neighbors' request that you forward a recommendation to the Newberg City Council to consider the formation of a Residential Parking ordinance. This ordinance allows Newberg residents in the vicinity of Newberg High School to request the establishment of residential parking zones to address longstanding problems associated with student parking.

While approval of the Residential Parking ordinance will provide relief for residents, we will also do our part to help. We are in the process of contracting with a private party to expand parking options for students. We are also considering the designation of additional parking spaces on the high school site.

Our neighbors and the school district have worked together to find a resolution to the problems associated with high school student parking. We believe that giving neighbors the option of requesting the establishment of Residential Parking zones will greatly improve the quality of the neighborhoods.

I strongly encourage you to forward the request for an ordinance to permit the establishment of Residential Parking zones in the vicinity of Newberg High School to the Newberg City Council. The Newberg School District will work with our neighbors to successfully implement these zones once the zones are approved.

Sincerely,

Paula A. Radich, Ed.D.
Superintendent

V-1

15



... a new school of thought

Paula A. Radich, Ed.D.
Superintendent

June 8, 2000

Dick Meyer, Chairman
City of Newberg Traffic Safety Commission
C/O Newberg Police Department
P.O. Box 970
Newberg, Oregon 97132

Dear Mr. Meyer and Members of the Newberg Traffic Safety Commission:

The Newberg School District requests the creation of a new school zone. The new school zone would extend from Sitka and Haworth north, west to Haworth and Elliott, encompassing the streets of Hawthorne Drive, Hawthorne Loop, Willow Drive, Elm Lane and Alder Drive.

Currently, there is a high level of vehicle and pedestrian traffic using multiple access points in the neighborhood as vehicles enter and exit Newberg High School. This extended school zone will enhance the safety of students and residents by reducing vehicle speeds on roads adjacent to Newberg High School.

Over the past several months Newberg School District staff, the Newberg Police Department and our high school neighbors have met to problem solve mutual issues of concern regarding traffic on streets adjacent to the high school. Our high school neighbors are supportive of the district's request to extend the school zone.

The district is committed to working with our neighbors to resolve longstanding issues created by vehicle and pedestrian traffic. The district will bear the cost of installing the necessary signage and crosswalks needed to implement an expanded school zone.

Please give this matter your consideration. An expanded school zone is one of a number of solutions discussed by our neighbors and the district. It is an important step in resolving neighborhood issues and will provide improved safety for our residents and students.

Sincerely,

Paula A. Radich, Ed.D.
Superintendent

RECEIVED
6/9/2000

DATE: June 9, 2000

TO: Newberg Traffic Safety Committee

CC: Duane Cole, Dr. Paula Radich, Bob Tardiff, Brian Casey, Cindy Bolek,
Larry Anderson

Dear Sirs and Madams,

We, the undersigned residents of the Hawthorne neighborhood and other interested citizens, respectfully request that you forward a recommendation to the Newberg City Council to consider the formation of a Residential Parking ordinance. Such an ordinance would allow Newberg residents to request the establishment of residential parking zones that address problems in limited areas. Criteria to establish such zones and details of how they would be administered are yet to be determined.

The reasons for this request are:

- 1) Newberg currently has no available ordinance that addresses the needs of city residents to control neighborhood parking when circumstances warrant such control.
- 2) Such a situation currently exists in the Hawthorne neighborhood area because of the close proximity of the Newberg High School.
 - a) Residents driveways are often blocked hindering/preventing a safe exit
 - b) Mailboxes are often blocked preventing mail delivery
 - c) Trash from student cars is dumped on resident's property daily
 - d) Teen loitering in the area is encouraged by the location of their cars on our neighborhood streets.
 - e) Newberg School District projects continued growth in student population
- 3) Many Oregon municipalities have such a ordinance.
- 4) Providing this ordinance to Newberg residents would be practicing responsible city government.

Attached you will find the results of a neighborhood canvas to determine what support residents would give for the formation of a Residential Parking zone in this area. Please note that 64 residents out of 75 were contacted of which 58 (77%) were in favor of such a zone being established.

Your favorable recommendation to the Newberg City Council for the consideration of a Residential Parking ordinance would be the next step to ensuring safe, high quality neighborhoods in our community.

Thank you.

V-1

16

Signature

Address

Ed Walil
 Ruth M. Park
 Scott BARNES
 Wade Lusby
 Thomas Marshall
 Lella Cummings
 Denny Smith
 Ronald A. Hays
 Emanuel T. [unclear]
 Sandra M. Voss
 Jackie C. Topt
 John Jacobson
 Richard L. Maltin
 Jerry Long
 Bob Van Name

2100 Willow Dr
 2104 Willow Dr.
 2200 Willow Dr.
 2405 Hawthorne Dr
 2409 Hawthorne Dr
 2206 Hawthorne Loop Newberg
 2208 Hawthorne Loop Newberg
 2201 Hawthorne Loop
 1207 Hawthorne Loop Newberg OR
 1205 Hawthorne Loop Newberg Or
 1204 Hawthorne Loop Newberg
 1202 Hawthorne Loop Newberg
 1203 Hawthorne Loop Newberg
 1200 Hawthorne Loop
 2401 Hawthorne Drive

V-1

17

RECEIVED
6/9/2000

DATE: June 9, 2000

TO: Newberg Traffic Safety Committee

CC: Duane Cole, Dr. Paula Radich, Bob Tardiff, Brian Casey, Cindy Bolek,
Larry Anderson

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Thank you.

Signature

[Handwritten signatures]

DM 2

Address

2212 Willow Pk.
2709 Willow Drive
1211 Sitka
1203 SITKA
2009 Hawthorne Loop
1210 SITKA AVE.
2300 Alder Lane
2304 Alder Lane
2305 Alder Ln.
2305 Alder Ln.
2404 Hawthorne Dr.
1203 Sitka

Signature

Address

John Kelley
Rachel Lewis
Kenneth R. Lewis Sr
Ken Anderson
Maryk Anderson
Blossom Lewis

2404 Hawthorn Ave.
2409 Willow Dr.
2404 Willow Dr.
1308 Willow Dr.
1103 N. Sitka
1106 SITKA

Signature

Address

M. Bailey
 Betty Martin
 Mrs. Pedberg
 DMW
 Judith E. Records
 Julie A. Peterson
 Tom Jensen
 Nancy Barram
 Landa J. Badley
 Ernest S. Rehelt Jr.
 Cindy Keller
 Linda Gray-Mitchell

2212 Willow Ave.
 2209 Willow Ave.
 1211 Sitka
 1203 SITKA
 2009 Hawthorne Loop
 1210 SITKA AVE.
 2300 Alder Lane
 2304 Alder Lane
 2305 Alder Ln.
 2305 Alder Ln.
 2404 Hawthorne Dr.
 1203 Sitka

Signature

Address

[Signature]
 [Signature]
 [Signature]
 Sheila Sperling
 [Signature]

2300 Hawthorne Dr.
 2300 Hawthorne Dr.
 2305 Hawthorne Dr.
 2302 Hawthorne Dr.
 1105 N. 9th St.

Signature

Address

Marvin O. Krueger

2205 Hawthorne Loop

Priscilla Sturges

1906 Birch Lane

Paul Sturges

1906 Birch Lane

DARREL BROWN

1905 BIRCH LN

Paul Brown

1905 Birch Ln.

Karen Hillen

1907 Birch Ln

Nadine Krueger

2205 Hawthorne Loop

Philip Krueger

2204 Hawthorne Loop

Debra M. Stagle

240 Hawthorne Dr.

Peter Wilson

1205 Elm Ln Newberg, OR 97132

William D. Long

1207 Elm Lane Newberg, OR 97132

W. J. Wiedle

1205 Elm " " " "

Neighborhood Action

On May 2, 2000 a group of 9 neighbors in the Hawthorne Drive neighborhood met to discuss various proposals that had come from meetings at the Newberg School District in the previous months. We agreed that establishment of a Residential Parking zone would be a very good first step toward solving our traffic problems in the Newberg High School area. We decided to work toward finding out how many of our neighbors agreed with that idea.

We divided the neighborhood bounded by Elliott, Hawthorne Drive, Hawthorne Loop and Haworth that would potentially be affected by such an ordinance and set out to poll our neighbors. The attached proposal is what we shared with those in our neighborhood. We returned several times to try to include as many of the neighbors as possible. At the May 31, 2000 meeting called by the School District we shared the results of our survey. You can see those results on the back of the proposal, organized by areas of the neighborhood.

Signature

Address

Michael R. Adams
Andrew Osburn
Eddie Spear
Sheila Sperling
Andrew Spahr

2300 Hawthorne Dr.
 2300 Hawthorne Dr.
 2305 Hawthorne Dr.
 2302 Hawthorne Dr.
 1103 N. S. Kirk Ave.

This is a PROPOSAL awaiting to be polished and implemented before the start of high school in the fall.

Restricted Parking Zone

8 am to 3 pm
on
School Days

Parking on the designated streets during these hours and days would require a parking permit. To secure a parking permit, it would be necessary to prove residency within the zone. Permits for visitors could be secured. Permits would cost \$10 per year, sold on a two year basis.

Approval of the majority of the residences of the zone would be necessary.

Proposed streets involved:

Hawthorne Drive	Sitka (South of Willow)
Hawthorne Loop	Sitka (North of Willow)
Birch Lane	Alder Ct.
Willow Street	Elm Lane

Those of you who do not live on Hawthorne Drive are invited, yea urged, to drive down Hawthorne Drive during school hours. If the Parking Permit Zone were to apply only to Hawthorne Drive, heavy parking would move to adjoining streets hence it is considered prudent to widen the Zone.

Newberg High School offers more on-campus parking than any other high school in neighboring towns. Additional parking places, on and off campus, are under consideration.

The City Council will make the decision whether or not a Restricted Parking Zone is allowable. It has worked in Tigard.

My name is _____
 My address is _____
 My phone is _____

V-1

23

Newberg High School Neighborhood

Recap of Canvas of
Newberg High School Neighborhood
on Permit Parking

	<u>In Favor</u>	<u>Against</u>	<u>Unable to Contact</u>	<u>?????</u>
ADLER LANE	5			
BIRCH LANE	4			
ELM LANE	4		3	
HAWTHORNE DRIVE	11		1	
HAWTHORNE LOOP	14	1		1
SITKA AVE S. OF WILLOW	5		1	
SITKA AVE N. OF WILLOW	4			3
WILLOW DRIVE	11	1	6	
TOTALS	58	2	11	4
PERCENT	77%	3%	15%	5%

V-1

24

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8 am to 3 pm
on
School Days

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My name is _____
My address is _____
My phone is _____

RECEIVED
6/8/2000

June 6, 2000

Newberg Traffic Safety Commission
PO Box 970
Newberg, Oregon 97132

Attn: Mary Newell

It is my understanding that your group will be accepting information at your June 12 meeting as regard residential parking zones in and around the neighbourhood located next to the Newberg High School.

I would urge your group to help establish some restricted parking zones in the vicinity of the High School to help make that area a bit more liveable for those residents. I reside on Sitka, past the Haworth intersection and am not directly affected by student parking adjacent to the school premises, however, I recognize the need to help those residents affected by the excessive use of the students on those streets. It causes limited access and also hinders their view of traffic when leaving or returning to their homes. It also has made it difficult for my package and/or mail deliveries, so please consider the need for some residential parking zones in a positive manner to give those people relief.

I would also like to encourage your consideration for a speed barrier here on Sitka, possibly near the Cherry Street entrance as we who live here have excessive speeding when the students leave campus at the lunch hour. It has become exceedingly more dangerous in current years due to more cars being driven by the students. There has been good co-operation from policing of the area, however, that does not deter those speeders for more than several days. It has become very dangerous for us who live on Sitka, just past the stop at Haworth. After the vehicles make the stop there the tendency is to speed across Haworth, down Sitka to get to 99W fast food places. It has become a speed way for those students leaving campus and it could be resolved easily with a speed barrier being placed in the street, approximately at Cherry Street intersect. I would suggest that your group strongly consider this

V-1

25

as a means to slow vehicles before someone is seriously hurt here on this section of Sitka.

I appreciate your commitment to a safer area and hope that you will recommend these needs to the City Council. We really do need to have some relief here in this area, especially for the speeding problem as it will only get worse with the numbers of vehicles being driven to school increasing greatly each year.

Thank you for your consideration for this accute problem which only you can resolve by your recommendations.

Sincerely..


Shirley Cooper
1011 Sitka Avenue
Newberg, Oregon 97132
503-538-9511

V-1

26

RECEIVED
6/8/2000

June 6, 2000


Newberg Traffic Safety Commission
PO Box 970
Newberg, Oregon 97132

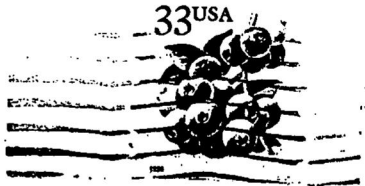
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 Shirley J. Cooper
1011 Sitka Ave.
Newberg, OR 97132-1325



*Traffic Safety Commission
PO Box 970
Newberg Or 97132*

97132/0970 

1-A

67

June 7, 2000

RECEIVED
6/7/2000
M

City of Newberg
Traffic Safety Commission
c/o Newberg Police Department
401 E. Third Street
Newberg, OR 97132

Ref: Traffic Safety and Parking Problems in the Hawthorne/Sitka Neighborhoods

Commissioners:

First of all, we endorse and concur with the Newberg School District 29J request to establish a "school zone" adjacent to the Newberg High School; a "school zone" in which the fines of certain traffic offenses would be double. The "school zone" is proposed to include Hawthorne from Elliott to N. Sitka Ave, Hawthorne Loop, Willow from Elliott to N. Sitka Ave., N. Sitka Ave. from the high school property to Haworth and Elliott from the high school property to Haworth.


Recognizing that most drivers are courteous when driving through our neighborhood, and accepting that there cannot be 24-hour police presence, there continues to be an unacceptable amount of speeding and reckless driving on our residential street. In past years we have experienced vehicles coming to rest in our front yard just a few feet before hitting our house; damaging the lawn and shrubbery. The curb in front of our house bares scars from numerous occasions when drivers temporarily lost control coming around the curve in the 1100 block of N. Sitka Ave. We sincerely believe that establishing a "school zone," where traffic fines double, will be a deterrent and add a measure of safety to our neighborhood not currently present.

A second concern we have is the on-going, and increasing, problem of high school students parking on our residential streets, primarily Hawthorne. We, as N. Sitka Ave. residents, recognize this on-going problem and fully support the request and petition that is being submitted to the Traffic Safety Commission. That petition asks that the Commission forward its recommendation to the City Council for the drafting and adoption of an ordinance that would provided for the creation of Residential Parking Zones.

By the creation of this ordinance, establishing the criteria, process and administration for establishing Residential Parking Zones, we feel that the citizens of Newberg would be afforded the opportunity to address, on a neighborhood by neighborhood basis, one of the many problems related to growth in our community. We would expect such an ordinance to be similar to a Local Improvement District (LID).

Parking problems in Newberg are not new and will continue to escalate in the future, and are not limited to the area immediately adjacent to the high school. We believe that the adoption of a Residential Parking Ordinance is good governance and a necessary tool to be available to the citizens of Newberg.

Respectfully submitted,


Robert B. and Mary R. Andrews
1103 N. Sitka Ave.
Newberg, OR 97132

V-1

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RECEIVED
6/7/2000
A

Newberg Traffic Safety Commission
Newberg, Oregon

June 5, 2000

As I may not be able to attend the NHS Neighborhood Traffic Committee meeting I would like to take this opportunity to comment on the proposals. I am a homeowner living on Elm Lane and have not experienced any of the problems described in your letter. However I still would like to comment on some of your proposals that ultimately would effect my neighbors and myself.

1. Speed Bumps

Before moving to Newberg I lived in a community that had Speed Bumps. Not only are they ineffective they are very annoying. Driving a small light vehicle you will find that the faster you go, the less you notice the bump. I strongly oppose speed bumps.

2. School Zone Designations (Speed limits and Fines)

Do you really think lowering a speed limit or threatening a fine is going to slow a teenager down? Why penalize the residents. Educating young drivers to the importance of driving safely and responsible would hopefully be more effective.

3. Restricted/Residential Parking Zone

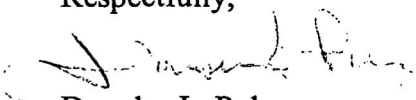
Why should residents have to pay to park in front of their own homes? Make the students pay instead.

4. Expand NHS Parking

Good idea but expensive. Instead of raising taxes to expand parking have the students pay by fees or student fund raising. Another possibility is to restrict underclassman-parking privileges. Only Seniors (and Juniors if space allows) and students with legitimate hardships could park at NHS. All residential parking would be prohibited.

In conclusion Students need to realize that having a drivers license is a privilege, not a right. With that privilege comes responsibility to drive safely and respectfully. As Adults and Parents it is our responsibility to teach our kids this responsibility by education and example.

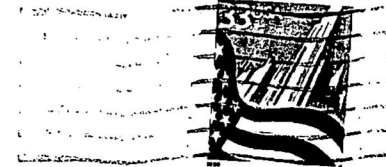
Respectfully,


Douglas L. Poler
1203 Elm Lane
Newberg, Oregon

V-1

29

Douglas L. Poler
P.O. Box 2085
Lake Oswego, OR 97035



Mary Newell
Newberg Traffic Safety Commission
PO Box 970
Newberg OR
97132

V-1

97132+0970 

30

E. Lynn Rollins
2404 Hawthorne Drive, Newberg, OR 97132-1437

503 538 2978
E-mail: elr_ortan@juno.com

May 22, 2000

Cindy Bolek
Newberg Police Department
P. O. Box 970
Newberg, OR 97132

Dear Cindy,

As members of the Newberg High School South Neighborhood, we are anxiously looking forward to the next meeting to be held at the school district office on May 31. And we would like you to know how our neighborhood canvas has progressed. We are writing to you, feeling that you are pretty much the coordinator, sharing information with every one involved and it would make for a smoother flow of business when the meeting is in session. So, have at it. All of us are very appreciative of the time and effort all of you have given to us.

Enclosed is a copy of the hand-out that we presented as we made calls on every one of the 75 homes in the neighborhood. If no one was found at home, the hand-out was left in the door and a return call was made until contact has been made at all but 12 of the residences, up until now.

On the back of the hand-out is a summary of the findings of the canvas. Two residents that did not care one way or the other are recorded as "yes". Copies like this one will be brought to the meeting for distribution to the people attending.

One objection was raised over whether or not a resident could have an afternoon party at her home without having a parking permit for each of her guests. The feeling was that after the first week or so of school, policing of the permit parking would fall upon the residents of the neighborhood and that could be the answer to the question of the afternoon baby shower, etc.

You will notice that the hours of the permit parking are shown on the hand-out as 8 to 3 instead of 7 to 3, feeling that some residents that park their cars on the street over night might not be leaving as early as 7 in the morning.

For the neighborhood,

E. Lynn Rollins

V-1

31

This is a PROPOSAL awaiting to be polished and implemented before the start of high school in the fall.

Restricted Parking Zone

8 am to 3 pm
on
School Days

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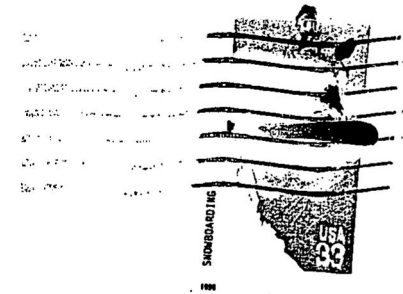
Newberg High School Neighborhood

Recap of Canvas of
Newberg High School Neighborhood
on Permit Parking

	<u>In Favor</u>	<u>Against</u>	<u>Unable to Contact</u>	<u>?????</u> <i>(undecided)</i>
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BIRCH LANE	4			
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SITKA AVE N. OF WILLOW	4			3
WILLOW DRIVE	11	1	6	
TOTALS	58	2	12	3
PERCENT	77%	3%	16%	4 1/2%

V-1

E. Lynn Rollins
2404 Hawthorne Dr.
Newberg, OR 97132-1437



MS CINDY BOLEK
NEWBERG POLICE DEPARTMENT
P.O. BOX 970
NEWBERG OR 97132

97132+0970 |||

CARLA J. DUNCAN

1606 Deborah Road • Newberg, Oregon 97132
(503) 554-1406 • Email: arabia@earthlink.net

May 22, 2000

City of Newberg
Police Department
ATTN: Cindy Bolek
P.O. Box 970
Newberg, OR 97132

Re: Newberg High School Street Parking

Dear Ms. Bolek:

After discussion with you last week regarding my previous letter, I now have a better understanding of the parking situation that is being proposed around the Newberg High School. I am in favor of the Residential Parking Zone that would restrict student and visitor parking on the streets surrounding the high school between 7 a.m. and 3 p.m. I live close to the intersection of Deborah Road and Douglas and we have students parking on these streets Monday through Friday.

The proposed School Zone designation lowering speed limits and doubling fines is also a good idea because during the lunch hour there are many student drivers that drive on Douglas and Deborah that drive recklessly by speeding and not paying attention to their driving. So, I am also in favor of the School Zone designation.

Because I work evenings, I will be unable to attend the meeting that is scheduled to discuss these issues. Therefore, please consider this letter as part of your findings from local neighbors. Thank you for including this letter in your findings.

Sincerely,



Carla J. Duncan

V-1

34

ANTHONY AND BARBARA BENJAMIN
HAWTHORNE APARTMENTS
6150 S.W. 170TH AVE.
BEAVERTON, OR 97007-3309

May 25, 2000

Claudia Stewart, Communications Specialist
Newberg High School
714 E. Sixth St.
Newberg, OR 97132-3498

Dear Ms. Stewart:

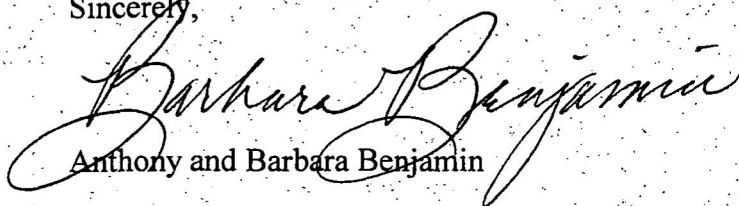
Thank you for your recent correspondence concerning traffic problems near Newberg High School. We own Hawthorne Apartments, located directly south of the high school, and are very much aware of problems that exist in that area.

We would appreciate and support any action that you can take to control parking and traffic problems in the area adjacent to Newberg High School.

Copies of your letter have been sent to our manager to distribute to our tenants. Hopefully, if they have concerns they will attend the meetings.

Again, thank you for keeping us informed.

Sincerely,


Anthony and Barbara Benjamin

cc:

Larry Anderson, City of Newberg
Cindy Bolek, Newberg Police Dept.
Dr. Paula Radich, Newberg Public Schools
Ken Phillips, Newberg High School
Brian Casey, Newberg Police Dept.

V-1

35

MAY 25, 2000

TO: NEWBERG TRAFFIC SAFETY COMMISSION

ATTN: MARY NEWELL

FROM: MARCIA F. LEBLANC
1610 DEBORAH RD
NEWBERG OREGON 97132

SUBJECT: RESIDENTIAL PARKING ZONE

MY HOME IS IN THE VACINITY OF THE MABLE RUSH ELEMENTARY SCHOOL. I HAVE READ THE PROPOSED ZONE FOR THE STUDENT PARKING FOR NEWBERG HIGH SCHOOL SENT TO ME BY THE NEWBERG POLICE DEPARTMENT AND AGAIN LATER BY THE NEWBERG HIGH SCHOOL DISTRICT OFFICE.

I HAVE BASED MY DESCISION TO OPPOSE THE PROPOSED SITE FOR THE FOLLOWING REASONS:

- 1) TOO MANY GRADE SCHOOL CHILDREN PRESENT IN THE AREA.
- 2) HIGH TRAFFICE AREA DUE TO PARENTS TRAVELING FOR DROP OFF AND PICK UP OF CHILDREN, SEVERAL EMPLOYEE'S FROM A-DEC COMPANY USE DEBORAH AND DOUGLAS AS A MAIN ROUTE TO AND FROM WORK, SCHOOL BUS ROUTE INCLUDE DEBORAH AND DOUGLAS, HEAVY EQUIPMENT VEHICLES (DUMP TRUCKS) TRAVELING THROUGH AND A FEW HIGH SCHOOL STUDENTS PARKING ALREADY IN THIS AREA.
- 3) THIS AREA IS POLICED INFREQUENTLY, WHICH LEADS TO BLATANT DISREGARD FOR THE POSTED SPEED LIMIT FOR THE SCHOOL ZONE AND FOR THE THREE WAY STOP (I HAVE OBSERVED PARENTS DRIVING IN THIS MANNER).
- 4) I AM ALSO CONCERNED ABOUT THE STATEMENT IN THE NOTICE REFERRING TO TEEN DRIVING AND STUDENT BEHAVIOR.
- 5) THE DEBRIS LEFT BY HIGH SCHOOL STUDENTS FROM LUNCH AT THE NEAR BY FAST FOOD RESTAURANTS.
- 6) UNDERAGE SMOKING IN THESE AREAS.
- 7) FINALLY LOITERING IN THESE AREAS (STEREO SYSTEM IN VEHICLES DRIVEN BY TEENS).

I AM ASKING MYSELF, WHY WOULD I WANT THIS IN MY BACKYARD. THE PARENTS OF STUDENTS DRIVING TO AND FROM SCHOOL NEED TO PROVIDE A PARKING LOT AT THE HIGH SCHOOL. THIS WOULD ONLY BRING DOWN THE LIVEABLENESS FOR THE HOME OWNERS OF DEBORAH ROAD AND DOUGLAS.

V-1

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cc Newberg Police Dept.

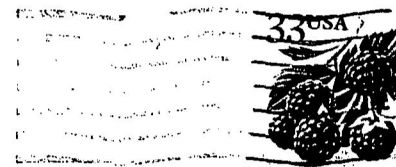
This is a copy of my thoughts &
suggestions on the proposed parking
for student. I regret that that I
thought your meeting of the school district
notice of meeting were ^{one & the same and not} separate. Thank you
for your notice.

This is a copy of my thoughts & suggestions on the proposed parking for student. I regret that that I thought your meeting of the school district notice of meeting were ^{one at the same and not} separate. Thank you for your notice.

V-1

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M J Blane
1610 Deborah Rd
Newberg OR 97132



Newberg Police Dept
Post Office Box 970
Newberg Oregon 97132

97132/0570



1-1

38

May 26, 2000

RECEIVED
R 6/5/2000

Hi to all of you...

Here is something to share and pass on..

I was given a little bag today with a string tied around the bag in a bow.
In the bag was small piece of paper with writing on it. Also in the bag was
An Eraser, a Rubber Band, 4 Colorful Marbles, 4 Candy Kisses, and a shiny Copper
Penny

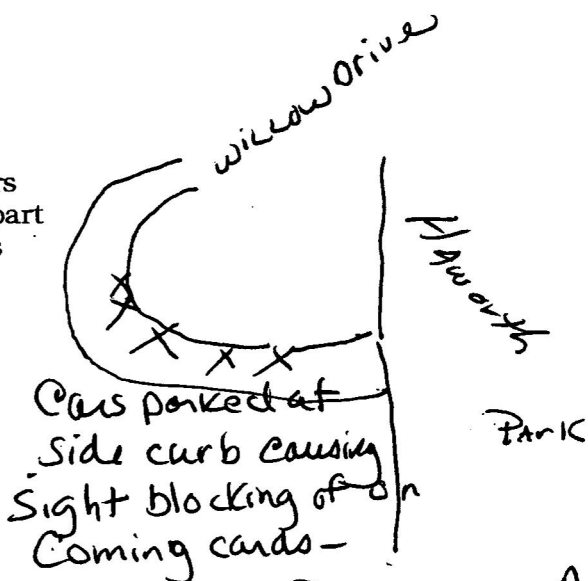
On the paper it read:

FIRST AID FOR STRESS

An Eraser to make your mistakes disappear
A Penny so you will never be broke
A Rubber Band to Stretch your limits
Marbles in case they say you've lost all of yours
A String to tie it together when life is falling apart
And Kisses to remind you that Someone Cares

Take care,

Nicki at Rackleff House



Dear Sir

I live at 2204 Willow Drive
Newbury Ore. When I come off of
Haworth towards Willow. There is a
blue house on the right that has
several cars parked out on street on the
curve towards Willow - I have been close
to hitting a car coming around the corner twice
now. Can you please check in to this 39
now. Can

Page 1

V1 Sincerely
Nicki Rackleff

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V-1

97132/3071

Traffic Safety Commission
401 E. Third Street
Cindy Doe
97132



2204 Wilson Drive
Newbury Ore 97132

May 26, 2000

RECEIVED
6/5/2000

Hi to all of you...

Here is something to share and pass on..

I was given a little bag today with a string tied around the bag in a bow. In the bag was small piece of paper with writing on it. Also in the bag was An Eraser, a Rubber Band, 4 Colorful Marbles, 4 Candy Kisses, and a shiny Copper Penny

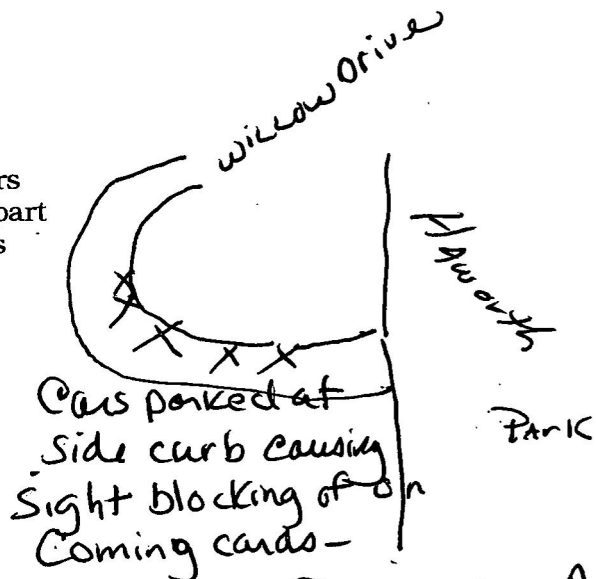
On the paper it read:

FIRST AID FOR STRESS

- An Eraser to make your mistakes disappear
- A Penny so you will never be broke
- A Rubber Band to Stretch your limits
- Marbles in case they say you've lost all of yours
- A String to tie it together when life is falling apart
- And Kisses to remind you that Someone Cares

Take care,

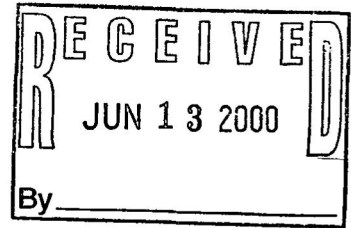
Nicki at Rackleff House



Dear Sir

I live at 2204 Willow Drive Newburg Ore. When I come off of Harworth towards Willow. There is a blue house on the right that has several cars parked out on street on the curve towards Willow - I have been close to hitting a car coming around the corner twice now. Can you please check in to this

Sincerely
Nicki Harworth



DATE: June 9, 2000

TO: Newberg Traffic Safety Committee

CC: Duane Cole, Dr. Paula Radich, Bob Tardiff, Brian Casey, Cindy Bolek, Larry Anderson

Dear Sirs and Madams,

We, the undersigned residents of the Hawthorne neighborhood and other interested citizens, respectfully request that you forward a recommendation to the Newberg City Council to consider the formation of a Residential Parking ordinance. Such an ordinance would allow Newberg residents to request the establishment of residential parking zones that address problems in limited areas. Criteria to establish such zones and details of how they would be administered are yet to be determined.

The reasons for this request are:

- 1) Newberg currently has no available ordinance that addresses the needs of city residents to control neighborhood parking when circumstances warrant such control.
- 2) Such a situation currently exists in the Hawthorne neighborhood area because of the close proximity of the Newberg High School.
 - a) Residents driveways are often blocked hindering/preventing a safe exit
 - b) Mailboxes are often blocked preventing mail delivery
 - c) Trash from student cars is dumped on resident's property daily
 - d) Teen loitering in the area is encouraged by the location of their cars on our neighborhood streets.
 - e) Newberg School District projects continued growth in student population
- 3) Many Oregon municipalities have such an ordinance.
- 4) Providing this ordinance to Newberg residents would be practicing responsible city government.

Attached you will find the results of a neighborhood canvas to determine what support residents would give for the formation of a Residential Parking zone in this area. Please note that 64 residents out of 75 were contacted of which 58 (77%) were in favor of such a zone being established.

Your favorable recommendation to the Newberg City Council for the consideration of a Residential Parking ordinance would be the next step to ensuring safe, high quality neighborhoods in our community.

Thank you.

V-1

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Signature

Ed Walil
L. M. Park
Scott Barnes
Madi Kusky
Thomas C. Markell
Lella & Cummings
Dony Smith
Ronald A. Stanley
Edward T. Park
Andrew M. Cross
Jaime C. Toft
John Jacobson
Richard & Walter
Jerry Long
Bob Van Name

Address

2100 Willow Dr
2104 Willow Dr.
2200 Willow Dr.
2405 Hawthorne Dr
2409 Hawthorne Dr
2206 Hawthorne Loop Newberg
2208 Hawthorne Loop Newberg
2201 Hawthorne Loop
1207 Hawthorne Loop Newberg OR
1205 Hawthorne Loop Newberg OR
1204 Hawthorne Loop Newberg
1202 Hawthorne Loop Newberg
1203 Hawthorne Loop Newberg
1200 Hawthorne Loop
2401 Hawthorne Drive

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Signature

[Handwritten Signature]
 Betty Martin
 Mr. Pedberg
 DM D
 Judith E. Records
 Julie A. Peterson
 [Handwritten Name]
 Nancy Barram
 Sandra J. Borchert
 Ernest S. Rehalt Jr.
 Lundy Reller
 Linda Gray-Mitchell

Address

2217 Willow Pk.
 2709 Willow Drive
 1211 Sitka
 1203 Sitka
 2009 Hawthorne Loop
 1210 SITKA AVE.
 2300 Alder Lane
 2304 Alder Lane
 2305 Alder Ln.
 2305 Alder Ln.
 2404 Hawthorne Dr.
 1203 Sitka

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Signature

Address

Lynn Rolles
Rick Van
Kenneth Brewer Sr
Ken Anderson
Mary Anderson
Gordon Anderson

2404 Hawthorne Dr.
2409 Willow Dr.
3404 Willow Dr.
12308 Willow Dr.
1103 N. Sitka
1106 SITKA

✓-1

44

Signature

Address

[Signature]
 [Signature]
 [Signature]
 [Signature]
 [Signature]

2300 Hawthorne Dr.
 2300 Hawthorne Dr.
 2305 Hawthorne Dr.
 2302 Hawthorne Dr.
 1103 N. S. + K. 2 Ave.

V-1

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Neighborhood Action

On May 2, 2000 a group of 9 neighbors in the Hawthorne Drive neighborhood met to discuss various proposals that had come from meetings at the Newberg School District in the previous months. We agreed that establishment of a Residential Parking zone would be a very good first step toward solving our traffic problems in the Newberg High School area. We decided to work toward finding out how many of our neighbors agreed with that idea.

We divided the neighborhood bounded by Elliott, Hawthorne Drive, Hawthorne Loop and Haworth that would potentially be affected by such an ordinance and set out to poll our neighbors. The attached proposal is what we shared with those in our neighborhood. We returned several times to try to include as many of the neighbors as possible. At the May 31, 2000 meeting called by the School District we shared the results of our survey. You can see those results on the back of the proposal, organized by areas of the neighborhood.

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Recap of Canvas of
Newberg High School Neighborhood
on Permit Parking

	<u>In Favor</u>	<u>Against</u>	<u>Unable to Contact</u>	<u>?????</u>
ADLER LANE	5			
BIRCH LANE	4			
ELM LANE	4		3	
HAWTHORNE DRIVE	11		1	
HAWTHORNE LOOP	14	1		1
SITKA AVE S. OF WILLOW	5		1	
SITKA AVE N. OF WILLOW	4			3
WILLOW DRIVE	11	1	6	
TOTALS	58	2	11	4
PERCENT	77%	3%	15%	5%

V-1

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This is a PROPOSAL awaiting to be polished and implemented before the start of high school in the fall.

Restricted Parking Zone

8 am to 3 pm
on
School Days

Parking on the designated streets during these hours and days would require a parking permit. To secure a parking permit, it would be necessary to prove residency within the zone. Permits for visitors could be secured. Permits would cost \$10 per year, sold on a two year basis.

Approval of the majority of the residences of the zone would be necessary.

Proposed streets involved:

Hawthorne Drive	Sitka (South of Willow)
Hawthorne Loop	Sitka (North of Willow)
Birch Lane	Alder Ct.
Willow Street	Elm Lane

Those of you who do not live on Hawthorne Drive are invited, yea urged, to drive down Hawthorne Drive during school hours. If the Parking Permit Zone were to apply only to Hawthorne Drive, heavy parking would move to adjoining streets hence it is considered prudent to widen the Zone.

Newberg High School offers more on-campus parking than any other high school in neighboring towns. Additional parking places, on and off campus, are under consideration.

The City Council will make the decision whether or not a Restricted Parking Zone is allowable. It has worked in Tigard.

My name is _____
My address is _____
My phone is _____

REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED: July 17, 2000			
Ordinance _____	Resolution _____	Motion _____	Information _____
Date Submitted: July 3, 2000		Contact Person (Preparer) for this Resolution:	
SUBJECT: Budget 2001-02--Where do we go from here?		Duane Cole & Kathy Tri	
		Dept.: Finance	
		File No.: _____ <small>(if applicable)</small>	

RECOMMENDATION: For Discussion Only.

BACKGROUND:

The Situation: During the development of the 2000-01 budget, the Council and Budget Committee spent considerable time reviewing long range projections for the General Fund. The projections showed that the City will continually spend more than it receives until it reaches an untenable position of being in deficit financing. However, state law prohibits this situation.

To avoid reducing staff and services in order to balance the budget, the City proposed a local option levy on the May ballot, for the Police Department to replace the COPS grant funds. The City also proposed a levy for the Fire Department to provide day time staff at Fire Station 21. A citizens committee was formed by both departments and they called every registered voter in order to get the vote out. There were also signs and positive letters to the editor. Despite these efforts the results of the election were as follows:

4 Year Local Option to Staff Fire Department	Votes	Percent
Yes	1,679	46.08
No	1,965	53.92
4 Year local option for Police Positions	Votes	Percent
Yes	1,760	47.44
No	1,950	52.56

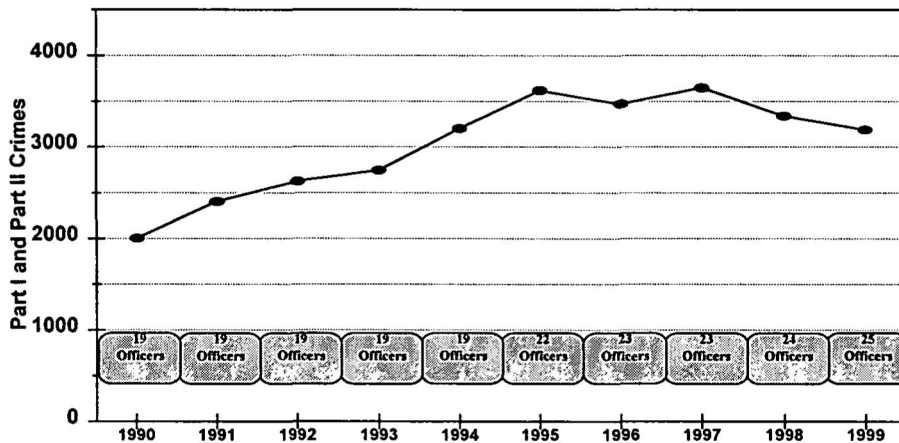
Statewide there were 10 public safety issues on the ballot and none were approved. The election had a 48.85% turnout and would not have been approved even if it would have passed since 50% is required. The next election date when the 50% turn-out will not be required to pass a measure since it is a General Election will be in November 2000. Amounts approved in November would not take effect until July 1, 2001 the start of the next fiscal year for the city. These results suggest that passing a levy will be difficult.

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The Need It is not staff's intent here to focus the discussion entirely on the Police Department since the Fire Department also needs additional positions to provide adequate service at Station 21. It is evident, however, that the Council should focus on one levy, if any, in November. The Police Department, based on the results of the last election, was able to convince the highest number of voters that their need is a concern.

The COPS grants allowed the Police Department to target specific problem areas such as youth crimes, property crimes, traffic and drugs. Since 1995, the overall crime and accident rates have declined. In 1999-00 the City funded 25 officers or 1.28 officers per 1,000 population. Ratios can be compared to other jurisdictions, the state and national averages. However, it may be better to compare the City's staffing ratio with crime statistics.

Newberg Police Department Part I and Part II Crime vs. Staffing



The local option levy to retain six positions lost at the May election and the Police Department budget as well as other budgets in the General Fund were reduced. The staff told the Council at its June 19th meeting that the reductions were a first step and further reductions should be anticipated in 2001-02 to meet an anticipated \$106,000 deficit.

The 2000-01 Budget reflects the elimination of 4 positions in the Police Department (two lay offs of sworn officers, reorganization due to a retirement(non-sworn) and an unfilled vacancy (non-sworn)). The department has been reduced from 1.44 officers per 1,000 population to 1.30. As the City's population grows, this ratio becomes smaller. If Newberg population grows by an average of 2% annually, in 4 years there will be 1.20 officers per 1,000 population. The assumption is also that as the population grows, calls for services increase. While the public will probably not feel the immediate impact of the reductions in staff in 2000-01, Police Department services and response times will be affected.

Date	Sworn	Officers / 1000 pop.	Non-Sworn	Grant Position Totals	Comments
October 1994	19	1.33	10	0	
July 1995	22	1.50	10	1	COPS Fast, & Levy added 2 officers
March 1996	22	1.50	11	1 sworn, 1 non-sworn	COPS MORE non-sworn
Oct. 1996	22	1.44	12	1 sworn, 1 non-sworn	
Feb. 1997	23	1.50	12	2 sworn, 1 non-sworn	Added 1 COPS Universal
June 1997	24	1.50	12	3 sworn, 1 non-sworn	Added 2 nd COPS Universal
Nov. 1997	23	1.42	13	3 sworn, 1 non-sworn	1 sworn reclassified to non-sworn. <i>Code Enforcement consolidated under police department.</i>
July 1998	24	1.43	14	4 sworn, 1 non-sworn	Added 3 rd COPS Universal, & 1 non-sworn. <i>Added 1 9-1-1 dispatcher.</i>
Sept. 1999	25	1.44	14	5 sworn, 1 non-sworn	Added COPS in Schools
July 1, 2000	23	1.30	12		

The 2000-01 Budget also reflects reduced Library hours. The Library hours have changed as follows:

1996-97	39 hours
1997-98 ¹	34 hours
1999-00	45.5 hours
2000-01	42 hours

These hours reflect probably the fewest open hours for a public library serving the equivalent population. The 42 hours are 13 hours less than the state average. A citizen committee has been

¹ First year of Ballot Measure 50.

actively pursuing the formation of a Library District that would stabilize funding for Library services.

Other service challenges include the Fire Department which has opened a second fire station requiring additional day staff to adequately staff two stations during the day when volunteers are not available to respond to calls; Building Inspection which is required to match revenues with expenditures even though the work load does not directly overlap with permit payments , Planning which is subject to providing services under the State mandated planning program, and Administration which comparatively manages the city with far fewer staff than cities of similar size.

The Economy: It appears that the economy is slowing down, as hoped for by the Federal Reserve. This has been reflected in the City by a slow down in new construction. This slow down started last fall and has continued through the construction season. With the current property tax system, this slow down will affect us for several years. The full value of a new structure takes about two years to have an impact on the tax roll (it is the value of a property and structure as it is on January 1 of each year that is assessed and only about 80% of the value of a new home is taxed).

As stated, a slow down in growth has been felt already this year; however, a slow down in market and assessed values could have a greater impact on the City's property tax levy than the slow down in building permits. Under BM50, in no case may the assessed value of a property be less than the market value. House prices have become stable, if not decreased in some cases.

Still More Challenges: There will be three ballot measure involving fees and taxes on the November ballot including:

- ▶ Initiative 10 that will make federal taxes fully deductible on both personal and corporate Oregon income tax returns retroactive to January 1, 2000, resulting in an estimated 20% reduction in the State's general fund budget. The State's budget must be balanced within six months of passage by the legislature.
- ▶ Initiative 47 that will require a super-majority vote on most new or increased taxes, fees or changes and which would apply retroactively to December 1998.
- ▶ Initiative 88 that would tie state spending to previous levels of income in the State resulting in an estimate 16.6% reduction in the State budget.

These statewide campaigns will make a big difference in the level of discussion regarding taxes in the state. How this will affect the local issue is unpredictable, but it may not be positive for local elections.

Direction for 2001-02: While the long range projection shortfall of \$106,000 is preliminary, it is consistent with previous projections. The City Council needs to begin a discussion early in the year about what direction it wants to give the staff. The November election provides an opportunity to present a local option levy (to go in effect July 1, 2001) if that is the direction the Council wants to go. Options include:

1. Do nothing and direct the City Manager to balance the 2001-02 Budget and service levels within existing resources.
2. Decide if the service levels of the City should be addressed for police, communications, fire and library and
 - A. Direct staff to develop alternative revenues to help balance and/or
 - B. Direct staff to develop different local option levies for the November 2000 election.
 1. Options include
 - a. Same levy for police as in May;
 - b. Levy supporting a certain ratio of officers/1,000 population,
 - c. A reduced levy, or
 - d. Multiple levies.

Calendar: The Council will have plenty of opportunity to discuss options.

July 17	Council Meeting	Update and Give Direction
August 7	Council Meeting	Discuss Further
August 21	Council Meeting	Guidance on Election
September 5	Council Meeting	Ballot Decision

The Budget Committee is being notified of these meetings and invited to participate with the Council. A separate Budget Committee meeting has not been set, pending Council direction.

STRATEGIC ASSESSMENT: The City Council needs to provide direction on what services the City should be providing and at what level. This determination will be the guide on whether or not to ask the voters in November for funds to support the City.

SUBMITTED BY:

APPROVED BY:



 Katherine L. Tri, Finance Director



 Duane R. Cole, City Manager

\\council\budget update

REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED: July 17, 2000

Ordinance ___ Resolution ___ Motion XX Information ___
No. No.

Date Submitted: July 3, 2000

SUBJECT: Motion to accept the Sister City Agreement with Wadayama

Contact Person (Preparer) for this Resolution: **Duane Cole, City Manager**

Dept.: Administration

File No.: G:\Common\CC\Sister City\RCA717.wpd

RECOMMENDATION: Authorize the Mayor to sign the revised Sister City Agreement with Wadayama, Japan.

BACKGROUND: This agreement was provided to the City Council on June 19, 2000. The Manager was under the impression that the agreement had been reviewed and approved by the officials in Wadayama, but subsequent communications by e-mail have indicated that changes to the agreement would be necessary. I will be updating this item at the July 17 Council meeting since additional changes may be suggested by the officials in Wadayama. Interestingly enough, the concerns they are expressing about the agreement are the same as those expressed by this Council. The world, it's a small place.

Since we were making changes, I proposed that we clarify the language regarding picking people up at the airport. I have also added some bullets to provide greater clarification. The feedback so far is positive, but there may be suggested changes prior to the meeting.

Council is reminded to join the community at the signing ceremony on July 30; 5:00 p.m., Sunday at the Chehalem Valley Middle School.

FISCAL IMPACT: The agreement obligates the city for some staff time to pick people up at the airport and to play host while they are in Newberg.

STRATEGIC ASSESSMENT: The City is a forum for international understanding and cooperation. This promotes that activity.

SUBMITTED BY:



Duane Cole, City Manager

Newberg, Oregon, and, Wadayama, Japan

Sister City Agreement

Newberg, Oregon, U.S.A., a municipal corporation, and, Wadayama, Hyogo, JAPAN hereby agree to a permanent friendship with each other. The provisions of this agreement shall be as follows:

1. Based on the long-term, successful relationship between the Chehalem Valley Middle School and Wadayama Junior High School, Newberg and Wadayama will seek to support the following:
 - a. exchange of information to enhance student and community education;
 - b. sharing of the unique culture and sports of each city and country;
 - c. problem solving experiences of each city;
 - d. information and relationship development between the local industries of each city, and
 - e. continuing the exchange program for students and community members.
2. Both Newberg and Wadayama will deepen our partnership and mutual understanding through the exchange and will direct our efforts toward developing our relationship, and most importantly, to the happiness and the education of the students.
3. We believe that this mutual contact will bring friendship and prosperity between Newberg and Wadayama and also between the U.S. and Japan.

We hereby agree to abide by the above.

Signed this _____ day of July, 2000 in Newberg, Oregon

Charles C. Cox, Mayor
Newberg, Oregon

Tseneichi Koyama, Mayor
Wadayama, Hyogo, Japan

The commitments included in this agreement are identified as follows:

1. The cities shall endeavor to develop an exchange program that shall include:
 - Visits to the respective cities by the City officials
 - Visits to the respective cities by community people
 - Visits to the respective cities by students
 - Exchanges of cultural works and art made by students
 - Exchanges of works by cultural group
 - Invitations to official events
 - Other activities that both cities agree on and discuss.

2. To create those programs the cities will host visitors from time to time as follows:
 - Official groups must be recognized by the respective city as representatives of the city in an official capacity.
 - When an official group visits either City, the group visiting will pay for the cost of international travel.
 - Official visitors will be picked up at the host city's expense at the Portland, Oregon Airport or Kansai Airport, unless a visitor makes a special request or *other arrangements*. *All visitors must provide at least three weeks notice and either Wadayama or Newberg may decline to provide transportation for any reason. If transportation will not be provided, the city must provide at least two weeks notice.* A limit to this commitment is inside the State or Prefecture.

3. Either city may suggest additions to this agreement at any time.

Tseneichi Koyama
Mayor of Wadayama

Charles Cox
Mayor of Newberg

REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED: July 17, 2000			
Ordinance ____ No.	Resolution <u>XX</u> No. 2000-2255	Motion ____	Information ____
Date Submitted: July 6, 2000 SUBJECT: Resolution No. 2000-2255 Authorizing the City Manager to sign the collective bargaining agreement		Contact Person (Preparer) for this Resolution: <u> Duane R. Cole </u> Dept.: <u>Administration</u> File No.: _____ <small>(if applicable)</small>	

RECOMMENDATION: Adopt Resolution No. 2000-2255 authorizing the City Manager to sign the collective bargaining agreement between the City of Newberg and the Office and Professional Employees International Union Local #11 representing the Newberg Police Department employees.

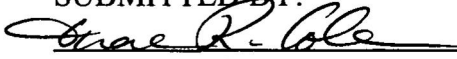
BACKGROUND:

1. Contract negotiations have been amicable and productive.
2. The Union members will be meeting on the Sunday, July 9 and Monday, July 10 to vote on the proposed contract agreement.
3. It is recommended that the Council adopt the resolution therefore making the collective bargaining agreement effective on July 1, 2000. This will assist the payroll department in making the necessary changes to the salary of those members of the union.

FISCAL IMPACT: This contract is for three years. There are 27 Union members. The contract terms are retroactive to July 1, 2000. The cost of this part of the contract is approximately \$64,300 in year 1; \$50,150 in year 2; and \$51,650 for year 3. This is a total of \$166, 100. This should maintain police department pay at a comparable rate with other departments.

	<u>00-01</u>	<u>01-02</u>	<u>02-03</u>
COLA	2.9%	3%	3%
Market Adjustment	1.1%		

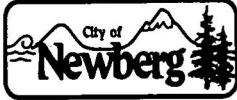
SUBMITTED BY:



 Duane R. Cole, City Manager

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RESOLUTION No. 2000-2255

A RESOLUTION AUTHORIZING THE CITY MANAGER TO SIGN THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF NEWBERG AND OFFICE & PROFESSIONAL EMPLOYEES INTERNATIONAL UNION LOCAL #11.

RECITALS:

1. City staff has been working with the Office & Professional Employees International Union Local #11. ("Union") representatives concerning negotiations for the new contract period July 1, 2000 through June 30, 2003.
2. On _____, the City was notified that the Union members and representatives ratified the tentative Collective Bargaining Agreement. A copy of the Collective Bargaining Agreement between the City of Newberg and the Office & Professional Employees International Union Local #11 is attached hereto as Exhibit "A".

THE CITY OF NEWBERG RESOLVES AS FOLLOWS:

1. The City Council hereby approves the Collective Bargaining Agreement between the City of Newberg, Office & Professional Employees International Union Local #11 which is attached hereto and incorporated herein.
2. The City Manager is authorized and directed to execute any and all necessary documents and do any other necessary acts to finalize the Collective Bargaining Agreement with the Union.
3. The City Attorney shall review and approve the Collective Bargaining Agreement as to form and content.

ADOPTED by the City Council of the City of Newberg, Oregon, this ____ day of _____, 2000.

Duane R. Cole, City Recorder

ATTEST by the Mayor this ____ day of _____, 2000.

Charles Cox, Mayor

LEGISLATIVE HISTORY

By and through _____ Committee at ____ / ____ /2000 meeting. Or, None.
(committee name) *(date)* *(check if applicable)*

VII-1

Exhibit "A"

LABOR AGREEMENT

BETWEEN

DRAFT

**THE CITY OF NEWBERG
POLICE DEPARTMENT**

AND THE

**OFFICE & PROFESSIONAL EMPLOYEES
INTERNATIONAL UNION
LOCAL #11**

FOR THE PERIOD

DRAFT

July 1, 2000 - June 30, 2003

Ratified:

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FAIR SHARE DEDUCTION	2
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PREAMBLE

A working agreement entered into by and between the **CITY OF NEWBERG, OREGON**, hereinafter called the "City" and the **OFFICE & PROFESSIONAL EMPLOYEES INTERNATIONAL UNION, LOCAL #11**, hereinafter called the "Union".

ARTICLE 1. RECOGNITION.

1.1 BARGAINING AGENT AND BARGAINING UNIT. The City recognizes the Union as the exclusive bargaining agent in all matters of wages, hours and conditions of employment for all police officers, corporals, communication officers, code compliance officers, support services secretary, animal control officer, records & evidence technician, and regular part-time employees, excluding temporary employees (employees hired to work a period not to exceed 90 days), lieutenants, sergeants, communications manager, Chief's secretary, Community Resource Technician/Public Information Officer, and any other confidential and supervisory employees, hereinafter called "employees".

1.2 MANAGEMENT RIGHTS. Except as otherwise specifically limited by the terms of this Agreement, the City retains all of the customary, usual and exclusive rights, prerogatives, functions and authority connected with, or in any way incident to, its responsibility to manage the affairs of the City or any part of it. The Union recognizes the prerogatives of the City to operate and manage its affairs in all respects in accordance with its responsibilities and powers of authority. Without limitation, but by way of illustration, the exclusive prerogatives, functions and rights of the City shall include the following:

To direct and supervise all operations, functions and policies of the divisions in which the employees in the bargaining unit are employed;

To schedule work most advantageous to the parties, consistent with requirements of municipal employment, the public safety, and consistent with this Agreement;

To manage and direct the work force, including but not limited to, the right to determine the methods, equipment, uniforms, processes, and manner of performing work; the determination of the duties, qualification of job classifications, the right to hire, promote, train, demote, transfer, evaluate performance and retain employees; the right to discipline or discharge for proper cause; the right to lay off for lack of work or funds; the right to abolish positions or reorganize the department or work; the right to schedule employee vacations; the right to purchase, dispose and assign equipment or supplies; and

To implement new and to revise or discard, wholly or in part, procedures, materials, equipment, facilities and standards after discussion with the Union Representatives.

1.3 MANAGEMENT ADVISORY TEAM. The Chief of Police shall continue to hold regular meetings of the Management Advisory Team. The purpose of the Management Advisory Team is to identify and review issues of concern to department personnel and to review department policies, making recommendations to the Chief of Police.

1.4 MATTERS NOT COVERED. In matters not covered by specific language of this Agreement, the City retains the exclusive right to take action(s) and such action(s) shall not be subject to the grievance procedure contained herein, except as provided by law.

ARTICLE 2. UNION SECURITY AND CHECK-OFF OF DUES.

2.1 DUES DEDUCTIONS. The City agrees to deduct the union membership dues or fair share amount from the pay of each member of the bargaining unit. The amount to be deducted shall be certified to the City by the Union. The aggregate deduction of those members shall be remitted together with an itemized statement to the Union by the tenth (10th) day of the succeeding month after such deductions are made. An initiation fee of one-hundred dollars (\$100.00) shall be deducted by the city from each new members pay check during the first four months of employment, through four equal installment payments beginning with the first paycheck.

2.2 FAIR SHARE DEDUCTION. Employees that are in the bargaining unit that are covered by this Agreement who are not members of the Union, shall make a fair share payment in lieu of dues to the Union.

2.3 EMPLOYER NOTICE TO UNION OF ALL EMPLOYEES AND THEIR STATUS. The Employer will furnish to the Union, on a current basis, notice of all regular employees and part-time employees as defined in Article 4 who have been hired, rehired, laid off or terminated.

2.4 INDEMNIFICATION BY UNION. The Union agrees to defend, indemnify, save and hold the City harmless from, for and against any and all claims arising from the application of this Article.

ARTICLE 3. CONTINUATION OF WORK.

3.1 NO STRIKE PROVISION. The City and the Union agree that the public interest requires efficient and uninterrupted performance of all Police services and to that end pledge their best efforts to avoid or eliminate any conduct to the contrary of this objective. Specifically, during the term of this agreement the Union shall not cause or condone any work stoppage, slow-down, refusal to perform any customarily assigned duties, sick leave absence which is not bona-fide, or other interference with Police functions by employees of the bargaining unit under this Agreement. Should same occur, the Union agrees to take appropriate steps to end such interference.

3.2 UNION'S RESPONSE TO WORK STOPPAGE AND CAUSE FOR EMPLOYEE TERMINATION. Upon notification in writing by the City to the Union that any of the Union's members are engaged in work stoppage, the Union shall, immediately, in writing, order such members to immediately cease engaging in such work stoppage and shall provide the City with a copy of such order. In addition, the Union shall use their best efforts to end such interference. Any violation of this Article on the part of an employee in the bargaining unit shall be cause for disciplinary action, up to and including termination.

ARTICLE 4. EMPLOYEES DEFINED.

4.1 REGULAR EMPLOYEE. A Regular Employee is one who is hired to work at least 40 hours a week.

4.2 REGULAR PART-TIME EMPLOYEE. A Regular Part-time Employee is one who is hired to regularly work more than 85 hours per month.

4.3 TEMPORARY EMPLOYEE. A temporary employee is one who is hired for 90 calendar days or less and has no fringe benefits or seniority rights. Any extension requires the approval of the City and the Union.

ARTICLE 5. PROBATIONARY.

5.1 PROBATIONARY PERIOD. The probationary period shall be 18 months for all law enforcement employees. The probationary period may be extended for an additional six (6) months with mutual agreement between the City, the Union and the Employee. Prior to completion of the probationary period, employees may be discharged with or without cause and such discharge is not subject to Article 13.

5.2 PROMOTIONAL PROBATIONARY PERIOD. All promotions shall be subject to a 12 month "trial period". If performance is not satisfactory during or at the completion of this period, the employee who is or was covered by this agreement, will be returned to his/her former classification. Employees who are or were members of the bargaining unit and are serving a promotional probationary period shall retain seniority rights.

ARTICLE 6. SENIORITY.

6.1 SENIORITY STATUS. An employee shall establish seniority when he/she becomes a regular employee of the bargaining unit. An employee acquires seniority status based upon his/her first date of employment or re-employment.

6.2 LAYOFF AND RE-HIRE. Seniority by classification for a regular employee shall prevail in the case of layoff or rehire where qualifications are equal. The last employee hired shall be the first employee laid off and the last employee laid off shall be the first employee rehired. If there is any question of any senior employee being qualified to perform the work available in the case of layoff and rehire, the City must show cause for not rehiring or laying off such senior employee.

6.3 PROMOTION. Where qualifications are equal, promotions will be based on performance and evaluations.

6.4 BREAK IN SENIORITY. A break in seniority shall occur if an employee resigns or is discharged for cause. A break in seniority shall also occur if an employee has a total lapse of employment of 12 months due to non-occupational illness or injury; 12 months or more due to an authorized leave of absence or layoff.

6.5 SAME DATE OF OBTAINMENT OF STATUS. In the event two (2) or more employees reach regular status on the same date, the date of written application of such employee filed with the City of Newberg for the position involved shall establish seniority.

ARTICLE 7. HOURS OF WORK AND OVERTIME.

7.1 HOURS OF WORK - REGULAR FULL TIME. The basic work week shall be 40 hours, exclusive of overtime. The intent will be to maintain scheduled days of not less than eight (8) hours per day for regular employees. The work day shall be defined as a calendar day on which the employee's scheduled shift begins. The work week shall be defined as a calendar week, beginning on Sunday and continuing through the following Saturday. Members working shift work shall be entitled to paid meal and break periods. The starting and expiration times shall be consistent with the schedule outlined by the Chief of Police. Members may propose schedule changes for review by the Management Advisory Team, with the Chief of Police retaining final authority over approving and implementing schedule changes. Days off shall be consecutive, except during times of normal shift changes. No overtime shall be paid for regularly scheduled Saturday or Sunday work. Other shifts may be implemented by the Chief of Police. Shift changes for regular employees with less than 48-hours notice will implement the call out provisions in paragraph 7.4

of the Contract, except those shift changes required to cover an absence due to injury or illness. Shift changes made to cover an injury or illness will only implement the call out provision if less than two (2) hours notice is given.

7.2 **HOURS WORKED.** The following shall be regarded as hours worked for the purpose of computing overtime hours for employees: time off in lieu of holidays; compensatory leave; vacation leave; and time on the job.

7.3 **OVERTIME.** Overtime which has been specifically authorized by supervisory or command personnel and is performed in excess of 40 hours in an employee's work week, shall be paid at one and one-half (1-1/2) times the employee's regular rate, with the exceptions of variance in work schedules caused by promotions or volunteer changes. Under no condition shall overtime compensation be received twice for the same hours worked.

7.4 **CALL OUT.** Employees who are called to return to work after leaving their duty station for the day shall receive three (3) hours at the overtime rate of pay. Call out pay is in addition to payment for any hours worked beyond the three (3) hour callout. This section shall not apply to early call-in of less than two (2) hours preceding the start of a regular shift or up to two (2) hours after the end of the shift. Members are responsible to call the court schedule recording and check the Municipal Court schedule board after 5:00 p.m. on the preceding day or forfeit all rights to Call Out pay for court.

7.5 **COMPENSATORY TIME OFF.** If an employee elects to accrue compensatory time in lieu of overtime pay, the compensatory time shall accrue at the rate of time and one-half (1-1/2). No employee may accrue more than sixty (60) hours of compensatory time off. Use of Compensation Leave shall be approved by the Chief of Police subject to the operational needs of the Department.

7.6 **STANDBY/ON CALL.** Any employee who is required to be on standby will be compensated one dollar (\$1.00) for every hour so acting. Being required to carry a pager does not constitute an employee being on standby.

7.7 **TRAINING.** All required training time shall be counted as time worked. Meal periods during training will not be considered as time worked. The City shall reimburse, per City Personnel Rules and Regulations, the cost of meals during out-of-county training.

7.8 **WORKING A HIGHER CLASSIFICATION.** Any employee who is required to work in a higher classification beyond ten (10) consecutive working days shall receive their regular rate of pay or the base rate of pay for the work being performed whichever is higher. In the event the employee works beyond ten (10) working days, the higher rate of pay will be retroactive back to the first day worked in that position. A higher classification is defined as that of a higher rank; or a classification requiring different skills than the employee's normal classification and whose wage schedule is higher than the employee's normal wage schedule.

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ARTICLE 8. HOLIDAYS

8.1 DESIGNATIONS The following shall be considered paid Holidays:

- | | |
|------------------------|--------------------------------|
| New Year's Day | Veteran's Day |
| Martin Luther King Day | Thanksgiving Day |
| Presidents' Day | Day after Thanksgiving |
| Memorial Day | Day before Christmas |
| Independence Day | Christmas Day |
| Labor Day | One floating (employee choice) |

A total of 12 paid Holidays.

8.2 HOLIDAY PAY.

(a) An employee shall be paid his or her regular wages for eight (8) hours or receive eight (8) hours of compensatory time for a holiday whether the holiday falls on a regularly scheduled day off or not. Employees who work in excess of eight (8) hours on a holiday will receive an equal number of hours, as those worked in excess of eight (8) hours, in pay at his or her regular wages or in straight compensatory time accrual.

(b) Employees not scheduled to work shift work may be scheduled off for the holidays listed in 8.1. An employee who is assigned to shift work and who has a holiday fall on a regularly scheduled work day shall be paid at the rate of one and one-half (1-½) times the employee's regular wage for all hours worked or receive compensatory time off at one and one-half (1-½) times the hours actually worked.

(c) Holidays for non-shift work employees shall be observed on a date consistent with City policy. Holidays for shift work employees shall be observed on the actual calendar holiday.

(d) In order to be eligible for Holiday pay an employee must have worked their shift immediately preceding and following the holiday, be on approved leave or be on a regular scheduled day off.

(e) All regular part-time employees shall receive holidays and holiday compensation for each holiday worked or that falls on a regular scheduled day off. Regular part-time employees who work less than eight (8) hours per workday shall receive a pro-rated holiday allowance equal to the hours worked.

8.3 BEREAVEMENT DAYS. All members of the Union shall receive paid personal emergency leave for a death in the immediate family of three (3) days. This personal emergency leave is not deductible from the members accrued sick leave, vacation or compensatory time. Pay will be at his/her regular wage. Immediate family includes current spouse, children, stepchildren, mother, father, mother-in-law, father-in-law, sister, brother and grandparents.

ARTICLE 9. VACATIONS.

9.1 VACATION ACCRUAL AND CARRY OVER. The City recognizes the employee's last date of hire or re-hire as the anniversary date for vacation accrual time. Vacation hours are accrued monthly. All employees are encouraged to take their vacation during the year it is awarded. Carryover of vacation from month to month shall be limited to two (2) times the annual vacation accrual an employee may earn in any given 12 month period.

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9.2 VACATION DAYS EARNED. Vacation awards depend on the employee's years of continuous employment with the City determined as of their vacation anniversary date. Vacation is awarded and accrued according to the following chart:

VACATION CHART

Vacation award key: (1) Hours earned for each calendar month worked (96 hours)
 (2) Days earned per calendar month worked
 (3) Days earned annually

Length of Service Based on Anniversary Date	Vacation Award	Maximum Vacation Accrual Award
Up to 5 Years	(1) 8 hours per month (2) 1 day per month (3) 12 days annually	192 Hours
5 years but less than 10 years	(1) 10 hours per month (2) 1.25 days per month (3) 15 days annually	240 hours
10 years but less than 15 years	(1) 12 hours per month (2) 1.5 days per month (3) 18 days annually	288 hours
15 years but less than 20 years	(1) 13.28 hours per month (2) 1.66 days per month (3) 20 days annually	320 hours
20 years or more	(1) 14.666 hours per month (2) 1.833 days per month (3) 22 days annually	352 hours

No vacation days will be accrued during a leave of absence without pay.

9.3 PART-TIME. Regular part-time employees shall earn one (1) vacation day, eight (8) hours, per month, prorated to the budgeted full time equivalent.

9.4 PAYMENT. Discharged employees who have completed six (6) months of service will be paid for all accrued and prorated vacation time. Employees who have completed less than six (6) months of service, will not be paid for any vacation time.

9.5 VACATION SCHEDULES. Vacation will normally be taken in 40 hour blocks. Exceptions may be made by the Chief of Police, based on the needs of the Department.

Vacation schedules shall be approved by the Chief of Police subject to the operational needs of the department. Seniority vacation requests should be made prior to February 28th of each year. If there is a conflict between employees who have requested vacation scheduling during January and February as to the date requested, preference shall be given to the employee with the most seniority. However, such preference may be granted only for vacation scheduled prior to February 28th, and only once during the term of this agreement, and for a block of time not to exceed 80 hours during June, July, and August. Exceptions may be made to the 80 hour block rule by the Chief of Police. All approved vacations will be posted by March

15th in the schedule books. With respect to extra days off, such preference shall be given in order of employee request.

No vacations may be taken during the first six (6) months of employment.

ARTICLE 10. SICK LEAVE

10.1 ACCRUAL. All regular employees earn sick leave at the rate of 8 hours for each full calendar month of service to a maximum of 1,000 hours. The following formula will be used to calculate paid sick leave earned by regular part-time employees: 8 hours will be multiplied by the budgeted percentage of full-time equivalent of the employee. For example if the employee is budgeted at 50% of a full-time equivalent then 8 hours will be multiplied by 50%, resulting in 4 hours of earned paid sick leave each month. Sick leave does not accrue during unpaid leaves or layoffs.

10.2 UTILIZATION. Sick leave may be used for non-occupational illness or injury or other reasons consistent with state law or for medical appointments. It may also be used for care of an immediate family member living with the employee.

10.3 INTEGRATION WITH WORKERS COMP. When an employee is absent from work because of an on-the-job injury, the time off will not be charged to sick leave, except as provided below.

The employee may select one of the following options:

- a) The employee will only receive his/her Workers Compensation payments; or
- b) An employee may voluntarily turn in his/her first and all subsequent Workers Compensation payments and in turn will receive a regular paycheck.

Under option (b), the following will occur. Employees shall use available sick leave for integration with their Workers Compensation payments in order to receive their gross wages. In this situation, a full paycheck will only be received if the employee has available sick leave.

10.4 NOTIFICATION OF USE. In the event an employee is ill and cannot report as scheduled, the employee must report the reason for their absence at least two (2) hours prior to the beginning of the scheduled workday, unless physically unable to do so. Paid sick leave will not be allowed unless proper notification has been given, except where notification was not possible. Supervisors at their discretion, may require written verification of illness from a physician.

10.5 TRANSFER OF ACCRUED LEAVE. An employee may request through the Chief of Police that some of the employee's paid sick leave be transferred to another employee who is absent from work for an extended period of time because of an injury, unexpected illness, or other reason for which the use of paid sick leave would normally be allowed. The Chief of Police will pass the request, with the Chief of Police's recommendation to the City Manager for approval. The employee receiving a donation of paid sick leave must be non-probationary and must first have used all available paid leave and vacation time. Employees transferring paid sick leave must have accrued a minimum of 200 hours of paid sick leave. All donated leave will be used in the order received. Any paid sick leave not used by the employee receiving the paid sick leave will be returned to the donor employee, if the total paid sick leave is under the allowable maximum.

ARTICLE 11. COMPENSATION SCHEDULE.

11.1 WAGE SCHEDULE. The advancement in the wage schedule classification plan shall be in accordance with Schedule A which is attached and by this reference incorporated in this Agreement. Effective July 1, 2000, the salary schedule shall be increased by four percent. Effective July 1, 2001, the salary schedule shall be increased by three percent (3%). Effective July 1, 2002, the salary schedule shall be increased by three percent (3%).

11.2 PAGER PAY. Any employee required to carry a pager provided by the City shall receive \$40 "pager pay" per month.

11.3 HOURLY RATE FORMULA. The hourly rate of pay determined by dividing the monthly pay rate by 173.3 hours. (Example: monthly rate: by 173.3).

11.4 PAY PERIODS. There shall be one monthly pay period per month. However, an employee may have a regularly scheduled draw on the 15th of each month. Such regularly scheduled draw shall be scheduled annually, or whenever the employee's rate of pay changes and such draw shall not exceed 40% of pay.

11.5 SHIFT DIFFERENTIAL. A \$.25 per hour shift differential shall be paid for all graveyard shifts worked (Patrol: (11:00 p.m. - 7:00 a.m.) (Communications: 12:00 a.m. - 8:00 a.m.). The shift differential pay for graveyard shifts shall not be applicable to overlapping shifts, relief shifts, or any portions of those shifts.

11.6 MOTOR OFFICERS. Motor officers shall normally be scheduled to work thirty-eight (38) hours in shift work per week and two (2) hours at their residence for bike maintenance.

11.7 LONGEVITY PAY. Each employee who is a member of the bargaining unit, shall receive the following additional pay to encourage longevity and employment with the City. Such additional pay shall be paid into a deferred compensation plan that is approved by the City.

- An additional \$40 per month beginning the first full month after the ten year anniversary date of employment with the City.
- An additional \$60 per month beginning the first full month after the fifteenth year anniversary date of employment with the City.
- An additional \$100 per month beginning the first full month after the twentieth year anniversary date of employment with the City.
- The employee receiving such longevity pay shall sign the proper authorization forms with the City to enable the City to pay such monies to the employee's deferred compensation pursuant to this ARTICLE.

11.8 CLEANING OF CONTAMINATED CLOTHING. An employee whose clothing becomes contaminated by blood or other body fluids, shall submit the clothing item(s) to the City for cleaning.

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ARTICLE 12. UNION ACTIVITIES.

12.1 ANTI-DISCRIMINATION AGAINST UNION MEMBERS. It is mutually understood that the City will not in any manner discriminate against any member of the Union as the result of such member's activities on behalf of the Union and in furtherance of the purposes of the Union. Any dispute regarding this section of the agreement may be processed through the grievance procedure, If not resolved at the City Manager level, the employee/Union may only pursue the matter further to the appropriate State agency for adjudication. The employee/Union may not arbitrate disputes under this section.

12.2 NEGOTIATIONS. The two (2) elected officers of the Union who are present at negotiations and it is during their normally scheduled work time, they will be compensated for that time. If they are present during negotiations and it is during a time when they are normally not scheduled for work, they will not be compensated.

ARTICLE 13. GRIEVANCE AND DISPUTE RESOLUTION.

13.1 PROCEDURE. If any employee believes that the City is in violation of this Agreement, the issue will be resolved by the following procedure:

STEP 1: After first attempting to resolve the grievance informally, the Union or any employee with notice to the Union, may claim a breach of this Agreement in writing to the employee's immediate supervisor within ten (10) days from the occurrence thereof, or fourteen days from when the employee knew, or should have known of the occurrence. The notice shall include:

- a) statement of the grievance and relevant facts;
- b) provisions of the contract violated; and
- c) remedy sought.

The supervisor shall respond to the grievance in writing within ten (10) days, with a copy to the Union.

STEP 2: If still unresolved, the employee may submit the grievance within ten (10) days from the receipt of the supervisor's response to the Police Chief. The Chief may meet with the aggrieved party, who may request a Union representative at the hearing. The Chief shall respond to the grievance in writing within ten (10) days with a copy to the Union.

STEP 3: If still unresolved, the employee may submit the grievance within ten (10) days from the receipt of the Police Chief's response to the City Manager. The City Manager shall meet with the aggrieved party, Union representatives and any other party deemed necessary. The City Manager shall respond to the grievance in writing within ten (10) days with a copy to the Union.

STEP 4: If still unresolved, the Union may submit the grievance within ten (10) days of the receipt of the City Manager's response to an arbitrator.

13.2 ARBITRATION. If a grievance is submitted to arbitration, the arbitrator shall be selected by the parties as follows:

- A list of seven (7) arbitrators from Oregon shall be requested from the State Conciliatory Board, and the parties shall alternately strike one (1) name from the list until only one (1) is left. The Union shall strike the first name. The one remaining shall be the arbitrator.

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- The arbitrator shall render a decision in writing within 30 days of the close of the hearing and receipt of the briefs, if any. The arbitrator shall be limited to interpreting this Agreement and determining if a violation has been committed. The arbitrator's decision shall be strictly limited to those issues disputed by the parties. The arbitrator shall have no authority to add to, subtract from, or modify this Agreement. The decision of the arbitrator shall be binding on both parties.
- The costs of the arbitrator shall be borne by both parties. Each party shall be responsible for the cost of presenting its own case to arbitration.

13.3 TIME LIMITS. Any time limits specified in this grievance procedure may be waived by mutual consent of the parties. "Day" shall be defined as calendar day. Failure to submit the grievance in accordance with these time limits without such waiver shall constitute abandonment of the grievance. Failure by the City to submit a reply within the specified time will constitute a denial of the grievance. A grievance may be terminated at any time upon receipt of a signed statement from the employee that the matter has been resolved.

13.4 ARBITRATION OF UNION DISCRIMINATION CLAIMS OR EEO CLAIMS. Union discrimination claims (including any claims under ARTICLE 12, paragraph 1 of this Agreement) or EEO claims, shall not be subject to the grievance procedure beyond STEP 3 unless the employee first agrees to be bound by the Arbitrator's decision and waives, in writing, in a form acceptable to the City, the right to pursue claims in all other forums including the Bureau of Labor and Industries, the E.E.O.C., and State and Federal Court.

ARTICLE 14. HEALTH & WELFARE.

14.1 HEALTH BENEFITS. The City will provide and maintain the current medical, dental, vision and prescription benefits provided under the Western States Local Union Trust Fund or any other agreed upon fund or company. The Trust will pick up insurance premium cost increases for the first six months of this agreement.

14.2 LIFE INSURANCE BENEFITS. The City will continue as a minimum, the current life insurance it now maintains for its employees. The amount of the life insurance shall be 1.5 times the base salary of the employee.

14.3 DISABILITY BENEFITS. The City shall maintain the current disability insurance benefit for the employee.

ARTICLE 15. EMPLOYEE DISCIPLINE/TERMINATION.

15.1 STANDARD. Employees shall be disciplined only for cause. Such discipline shall be in private.

15.2 DISCIPLINARY INVESTIGATIONS. Internal investigations that may lead to disciplinary action of a written reprimand or greater, will inform the subject employee of their right to have a representative present during any interview process. The parties will follow guidelines set out by rulings of the Oregon Employment Relations Board regarding the presence of representatives. In any event, the subject employee will be given at least 24 hours notice of any interview.

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15.3 DUE PROCESS. Upon completion of an internal investigation, if the City believes an employee may be subject to discipline greater than a written reprimand, the following procedural due process shall be followed:

- a) The employee shall be notified, in writing, of the charges or allegations that may subject them to discipline;
- b) The employee shall be notified, in writing, of the disciplinary sanctions being considered;
- c) The employee will be given an opportunity to refute the charges or allegations either in writing or orally in an informal hearing; and
- d) At their request, the employee will be entitled to Union representation at the informal hearing.

15.4 DISCIPLINARY RECORDS. Disciplinary records will be kept and will be retained and purged in accordance with the Oregon Public Records Law. The City shall not waive any exemption as to confidentiality under the Public Records Law without written agreement of the affected employee who is a member of the bargaining unit. The City shall use its best efforts to eliminate records which are no longer required to be kept under the Oregon Public Records Law and in accordance with the retention schedules.

15.5 ACCESS TO GRIEVANCE PROCEDURE. Discipline action involving written reprimand, suspension, reduction in pay¹, demotion or discharge shall be subject to appeal set forth in the Grievance Procedure provided in this Agreement.

ARTICLE 16. SAVING CLAUSE

If any Article or Section in this agreement, or any addendum thereto, should be held invalid by operation of law or by any tribunal of competent jurisdiction, the Article or provision shall not invalidate the entire agreement, it being the express intention of the parties hereto that all other provisions not declared invalid shall remain in full force and effect. The parties shall enter into immediate collective bargaining for the purpose of arriving at a mutually satisfactory replacement for such Article or Section that has been declared invalid. If the parties are in disagreement about an item and whether in fact it has been rendered invalid, then this item will be temporarily inoperative pending a resolution of the matter.

ARTICLE 17. RETIREMENT.

17.1 EMPLOYEE CONTRIBUTION UNDER PERS. The employee shall pay six percent (6%) of his/her salary as an employee contribution to the Oregon Public Employees Retirement System (PERS). The City shall continue in accordance with IRS and State law, to allow the employee to pay contributions as pre-tax contributions.

17.2 EMPLOYEE'S CONTRIBUTION WITH CURRENT CITY RETIREMENT PLAN. Those employees who chose not to become members of the Public Employees Retirement System shall remain in the current City Retirement Plan. New employees of the bargaining unit shall be members of PERS. Employees remaining in the City's current retirement plan shall pay six percent (6%) of their salary as a

¹In the event a "reduction in pay" is the disciplinary action taken, the employee will have the option of using vacation time in lieu of suffering a pay reduction.

contribution to the City's retirement plan. The City shall continue in accordance with IRS and State law, to allow the employee to pay contributions as pre-tax contributions.

17.3 UN-USED SICK LEAVE. Upon retirement, disability retirement or death, the City will credit fifty percent (50%) of the employee's un-used sick leave towards the employee's retirement plan in accordance with PERS rules, or other reasons consistent with state laws.

ARTICLE 18. TERM OF AGREEMENT.

This Agreement shall be effective upon signing by both the City and Union and shall remain in full force and effect through June 30, 2003. This Agreement shall automatically be renewed from year to year thereafter, unless either party gives written notice to the other not less than 60 calendar days preceding the above expiration date of its desire to modify the Agreement.

Signed this _____ day of _____, 2000.

CITY OF NEWBERG

**OFFICE & PROFESSIONAL EMPLOYEES
INTERNATIONAL UNION, LOCAL #11**

Duane R. Cole, City Manager

**Gary D. Kirkland
Chief Executive Officer**

By Authority of Resolution No. 00 - _____

**Adopted by the Newberg
City Council on _____, 2000**

**Richard T. Oare
Labor Relations Specialist**

APPROVED AS TO FORM AND CONTENT:

Tom Perritt, Steward (Patrol)

Terrence D. Mahr, City Attorney

Kristin Twenge, Steward (Communications)

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**LABOR AGREEMENT
BETWEEN THE
CITY OF NEWBERG POLICE DEPARTMENT
AND THE
OFFICE AND PROFESSIONAL EMPLOYEES
INTERNATIONAL UNION LOCAL #11**

**SCHEDULE "A"
(ARTICLE 11.1 - ADVANCEMENT THROUGH CLASSIFIED PAY PLAN STEPS)**

An employee will advance one step annually on the salary schedule on the employee's anniversary date if the employee:

1. Obtains an overall satisfactory evaluation; and,
 - A. Completes on their own time, at least three (3) college credits from an accredited college in a law enforcement related subject or towards obtaining a degree in a law enforcement related field; or,
 - B. Completes on their own time at least twenty-four (24) hours of related training, certified by the Board on Public Safety Standards and Training (D.P.S.S.T.) or other relevant training approved by the Chief of Police.
 - C. The Code Compliance Officer has limited opportunity for additional training. The Code Compliance Officer may meet the requirements for additional training by completing on his/her own time at least twelve (12) hours of related training or one (1) college credit.
2. A member who is assigned as a field training officer of a regular employee for at least ten (10) working days during the preceding 12 months or is assigned to serve as an instructor for department qualifications will receive credit for 12 hours of D.P.S.S.T. training or one (1) college credit.
3. Employees of the bargaining unit shall have the responsibility of requesting the step increase in writing and presenting satisfactory documentation of the completion of the requirements.
4. Advancement for police officers from PO 1, step "A" to step "C" shall be automatic upon successful completion of the basic academy (or receipt of D.P.S.S.T. Basic Police Certification), field training, and being designated as solo qualified by the officer's supervisor. Advancement to step "C" shall be no longer than eighteen (18) months from the date of hire.

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**LABOR AGREEMENT
BETWEEN THE
CITY OF NEWBERG POLICE DEPARTMENT
AND THE
OFFICE AND PROFESSIONAL EMPLOYEES
INTERNATIONAL UNION LOCAL #11**

**SCHEDULE "B"
(ARTICLE 11.1 - SALARY SCHEDULE)**

July 1, 2000 (4%)

	A	B	C	D	E	F
Support Secretary	\$2,090	\$2,195	\$2,305	\$2,420	\$2,541	\$2,668
Communications Officer	\$2,206	\$2,316	\$2,432	\$2,554	\$2,681	\$2,815
Code Compliance Officer	\$2,206	\$2,316	\$2,432	\$2,554	\$2,681	\$2,815
Records Evidence Technician	\$2,206	\$2,316	\$2,432	\$2,554	\$2,681	\$2,815
Animal Control Officer	\$2,206	\$2,316	\$2,432	\$2,554	\$2,681	\$2,815
Police Officer (PO) 1.	\$2,924	n/a	\$3,225	\$3,386	\$3,556	\$3,733
PO 2. (Intermediate - 5%)	\$3,071	n/a	\$3,386	\$3,556	\$3,733	\$3,920
PO 3. (Advance - 5%)	\$3,224	n/a	\$3,556	\$3,733	\$3,920	\$4,116

July 1, 2001 (3%)

	A	B	C	D	E	F
Support Secretary	\$2,153	\$2,260	\$2,373	\$2,492	\$2,617	\$2,747
Communications Officer	\$2,272	\$2,386	\$2,505	\$2,630	\$2,762	\$2,900
Code Compliance Officer	\$2,272	\$2,386	\$2,505	\$2,630	\$2,762	\$2,900
Records Evidence Technician	\$2,272	\$2,386	\$2,505	\$2,630	\$2,762	\$2,900
Animal Control Officer	\$2,272	\$2,386	\$2,505	\$2,630	\$2,762	\$2,900
Police Officer (PO) 1.	\$3,012	n/a	\$3,322	\$3,488	\$3,662	\$3,845
PO 2. (Intermediate - 5%)	\$3,162	n/a	\$3,488	\$3,662	\$3,845	\$4,038
PO 3. (Advance - 5%)	\$3,320	n/a	\$3,662	\$3,845	\$4,038	\$4,239

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July 1, 2002 (3%)

	A	B	C	D	E	F
Support Secretary	\$2,218	\$2,328	\$2,445	\$2,567	\$2,695	\$2,830
Communications Officer	\$2,340	\$2,457	\$2,580	\$2,709	\$2,844	\$2,987
Code Compliance Officer	\$2,340	\$2,457	\$2,580	\$2,709	\$2,844	\$2,987
Records Evidence Technician	\$2,340	\$2,457	\$2,580	\$2,709	\$2,844	\$2,987
Animal Control Officer	\$2,340	\$2,457	\$2,580	\$2,709	\$2,844	\$2,987
Police Officer (PO) 1.	\$3,102	n/a	\$3,422	\$3,593	\$3,772	\$3,961
PO 2. (Intermediate - 5%)	\$3,257	n/a	\$3,593	\$3,772	\$3,961	\$4,159
PO 3. (Advance - 5%)	\$3,420	n/a	\$3,772	\$3,961	\$4,159	\$4,367

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NEWBERG CITY COUNCIL MEETING INFORMATION

DATE OF MEETING: 7/17/00

PREPARED BY: Jorma Alley

Councilor	ROLL CALL	Res/Ord # #00-2528 Topic: <i>High School</i>	Res/Ord # #00-2255 Topic: <i>Bargaining Agt.</i>	Res/Ord # Topic:	Res/Ord # Topic:	Res/Ord # Topic:	Res/Ord # Topic:	Res/Ord # Topic:	Res/Ord # Topic:	Res/Ord # Topic: <i>Motions</i> <i>Sister City Agmt</i>
COX, Charles, Mayor	✓		—							—
CURRIER, Roger	✓	<i>to</i>	<i>yes</i>							<i>yes</i>
HELIKSON, Lisa	✓	<i>yes</i>	<i>yes</i>							<i>yes</i>
WILSON, Noelle	✓	<i>yes</i>	<i>yes</i>							<i>yes</i>
McCAIN, Donna	✓	<i>yes</i>	<i>yes</i>							<i>yes</i>
VEATCH, Brett	✓	<i>abstain</i>	<i>yes</i>							<i>yes</i>
WEAVER, F. Robert	✓	<i>yes</i>	<i>yes</i>							<i>yes</i>
ROLL CALL VOTES		YES: <u>5</u> NO: <u>0</u> Absent: <u>0</u> Abstain: <u>1</u>	YES: <u>5</u> NO: <u>0</u> Absent: <u>0</u> Abstain: <u>0</u>	YES: <u> </u> NO: <u> </u> Absent: <u> </u> Abstain: <u> </u>	YES: <u> </u> NO: <u> </u> Absent: <u> </u> Abstain: <u> </u>	YES: <u> </u> NO: <u> </u> Absent: <u> </u> Abstain: <u> </u>	YES: <u> </u> NO: <u> </u> Absent: <u> </u> Abstain: <u> </u>	YES: <u> </u> NO: <u> </u> Absent: <u> </u> Abstain: <u> </u>	YES: <u> </u> NO: <u> </u> Absent: <u> </u> Abstain: <u> </u>	YES: <u>60</u> NO: <u>0</u> Absent: <u>0</u> Abstain: <u>0</u>
Department:		<i>Edk</i>	<i>Admin</i>							<i>Admin</i>
CHANGES: (Yes/No)		<i>yes</i>	<i>yes</i>							<i>yes</i>

- NORMA: Route COPIES of Public Comment Registration Sheets to respective Departments for noticing/their file.
- LEGAL DEPARTMENT: Interoffice/FAX this sheet to applicable Department/contact.
 - Route materials/overheads received at meeting: (1) Original(s) to City Recorder for packet; (2) Copy of applicable materials to Dept. for their file.
 - Route labeled Audio/Video tape(s) to Library (ATTENTION: Leah Griffith).
- CITY DEPARTMENTS: WITHIN 48 HOURS - Route to Legal Department: (VERIFY CHANGES, IF ANY)
 - Regardless of prior path/file name from your Department, **Rename Document:** (Sample: Ord2471.wpd) OR (Res2039.wpd).
 - Place FINAL Res/Ord in appropriate directory: F:\shared\Resolution OR F:\shared\Ordinance (Include RCA and attachments).
 - Final Resolutions/Ordinances/Documents on bond paper (w/attachments - excluding Req. Council Action [RCA])
 - NOT ADOPTED: Route paper copy to Legal with the following notation PRINTED ON TOP -" FAILED TO PASS (DATE)" (also put in above directory)
- LEGAL DEPARTMENT: Review and approve as to form/content. CORRECTIONS TO BE MADE BY DEPARTMENT ORIGINATING DOCUMENT.
 - Upon FINAL approval -Route to City Recorder for DRC/Mayor signature.
- CITY RECORDER: Route signed copies of documents to corresponding Department(s), Library (City Documents) and Compilation Project (Legal).
 - Place originals of Res/Ord/Document in City Safe.
 - Transfer FINAL Res/Ord into appropriate City Recorder Computer Directory. (NO CITY DEPARTMENT ACCESS).

CITY OF NEWBERG - PUBLIC COMMENT REGISTRATION FORM

**PLEASE COMPLETE AND PRESENT THIS FORM TO THE RECORDING
SECRETARY PRIOR TO THE MEETING
OR PRIOR TO THE ANNOUNCEMENT OF THE AGENDA ITEM
FOR WHICH YOU WISH TO SPEAK.**

AGENDAS ARE LOCATED AT THE ENTRANCE OF THE MEETING ROOM.

PLEASE STATE YOUR NAME AND ADDRESS PRIOR TO SPEAKING

In order to make ORAL COMMENTS and/or provide input at this meeting, you must provide all of the information requested below.

State the specific subject matter upon which you wish to comment or provide input. You will be limited to the subject that you indicate.

COMMUNICATIONS FROM THE FLOOR: (Non-agenda item): Persons speaking to the Council from the floor with an item not on the agenda will be given the opportunity to speak for five (5) minutes with no sharing of time. Speakers are encouraged to submit information in writing for the Council's review.

If you are attending the meeting to observe and do not intend to speak, you do not need to fill out a Registration Form.

DATE OF MEETING: July 17, 00

SUBJECT: Parking permits - Ord. # 2000-2528 Agenda Item No. _____

Proponent: (If applicable)

Opponent: (If applicable)

Name: RICHARD E. MEYER Chairman - Traffic Safety.
Please print legibly

Mailing Address: 200 W 2nd ST. Phone No. 538-3395

Have you talked with the City Manager about this subject? YES NO

Signature _____

THANKS! These sheets help us spell your name correctly for the permanent record and helps the Mayor determine time limits.

CITY OF NEWBERG - PUBLIC COMMENT REGISTRATION FORM

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DATE OF MEETING: 7-17-00

SUBJECT: Ordinance # 2000-2528

Agenda Item No. K-1

Proponent: (If applicable)

Opponent: (If applicable)

Name: Ralph Osburn

Please print legibly

Mailing Address: 2300 Hawthorne Dr. Phone No. 503-538-2907
Newberg, OR 97132

Have you talked with the City Manager about this subject? YES NO

Signature: [Handwritten Signature]

THANKS! These sheets help us spell your name correctly for the permanent record and helps the Mayor determine time limits.

CITY OF NEWBERG - PUBLIC COMMENT REGISTRATION FORM

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DATE OF MEETING: 7-17-00

SUBJECT: Newberg Animal Shelter Friends Agenda Item No. _____

Proponent: (If applicable)

Opponent: (If applicable)

Name: Darlyn Adams
Please print legibly

Mailing Address: 131 Johanna Ct Phone No. 554-0153

Have you talked with the City Manager about this subject? YES NO

Signature Darlyn Adams

THANKS! These sheets help us spell your name correctly for the permanent record and helps the Mayor determine time limits.

CITY OF NEWBERG - PUBLIC COMMENT REGISTRATION FORM

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DATE OF MEETING: 7-17-00

SUBJECT: Ord # 2000. 2528

Agenda Item No. V-1

Proponent: (If applicable)

Opponent: ✓ (If applicable)

Name: Hermit H. Carlile

Please print legibly

Mailing Address: 20667 SW 216th Pl Phone No. 625-7046
Sherwood, Ore 97140

Have you talked with the City Manager about this subject? YES ✓ NO

Signature Hermit H. Carlile

THANKS! These sheets help us spell your name correctly for the permanent record and helps the Mayor determine time limits.

City Council Meeting
Date: 07/17/00
Re: Budget 2001-02
No: V-2

Initiatives – November 2000
(Pending Certification by the Secretary of State)
July 17, 2000

Constitutional Initiatives:

- **Mikes federal income taxes fully deductible on Oregon tax returns (Bill Sizemore)**
- **Prohibits using public resources for political purposes. (Bill Sizemore and Becky Miller)**
- **Prohibits payroll deduction for political purposes without specific written consent. (Bill Sizemore and Becky Miller)**
- **Requires voter approval of most new and increased taxes, fees. (Bill Sizemore and Becky Miller)**
- **Job performance must determine public school teacher pay. (Stuart Miller and Becky Miller)**
- **Prohibits making initiative process harder, except through initiative, applies retroactively. (Frank Eisenzimmer, Becky Miller)**
- **Requires payment to landowner if government regulation reduces property value. (Stuart Miller)**
- **Restitution and mandatory life imprisonment without parole replace death penalty. (Mark Hatfield, Normal Paulus, Willian Conner)**
- **Creates process for requiring Legislature to review administrative rules (Larry George Oregonians in Action, David Hunnicutt, Jason Williams)**
- **Limits state appropriates to percentage of state's prior personal income. (Don McIntire, Joe Foxall, Rep. Ron Sunseri, R-Gresham)**

- **Legislature must fund school quality goals adequately; report; establish grants. (Gov. John Kitzhaber, State Schools Superintendent Stan Bunn; Ronald Timpei)**
- **Creates Commission ensuring quality home care services for elderly, disabled. (Ellie Sauers, Eugene Organ)**
- **Requires conviction before forfeiture; restricts proceeds usage; requires reporting, penalty. (Ray Heslep, Sandra Adamson)**

Statutory Initiatives

- **Repeal mandatory minimum sentences for certain felonies, requires resentencing (Cathi Lawler, Lorraine Heller of Citizens to Reform Measure 11; Rep. JoAnn Bowman, D-Portland)**
- **Bans body-gripping traps, some poisons; restricts fur commerce. (Elizabeth Furse, Jennifer Kirkpatrick)**
- **Prohibits public instruction encouraging, promoting, sanctioning homosexual, bisexual behaviors. (Lon Mabon, Phillip Ramsdell of Oregon Citizens Alliance)**
- **Provides public funding to candidates who limit spending, private contributions. (Katherine Eaton, John Dellenback, Norma Paulus)**
- **Expands circumstances requiring background check before transfer of firearm. (Sen. Ginny Burdick, D-Portland; Robert Kennedy, Multnomah County Sheriff Dan Noelle)**
- **Tobacco settlement proceeds restricted to providing low income health care. (Sen. Eugene Timms, R-Burns; Sen. Lee Beyer, D-Springfield; Edwin Patterson)**
- **19 Initiatives -- There are also 5 or 6 Legislative Referrals. Total 25!**

City Council Meeting

Date: 7/17/00

Re: Ord. #2000-2528

No: V-1

Recap of Canvas of
Newberg High School Neighborhood
on Permit Parking

	<u>In. Favor</u>	<u>Against</u>	<u>Unable to Contact</u>	<u>?????</u>
ADLER LANE	5			
BIRCH LANE	4			
ELM LANE	4		3	
HAWTHORNE DRIVE	11		1	
HAWTHORNE LOOP	14	1		1
SITKA AVE S. OF WILLOW	5		1	
SITKA AVE N. OF WILLOW	4			3
WILLOW DRIVE	11	1	6	
TOTALS	58	2	11	4
PERCENT	77 %	3 %	15 %	5 %

This is a PROPOSAL awaiting to be polished and implemented before the start of high school in the fall.

Restricted Parking Zone

8 am to 3 pm
on
School Days

Parking on the designated streets during these hours and days would require a parking permit. To secure a parking permit, it would be necessary to prove residency within the zone. Permits for visitors could be secured. Permits would cost \$10 per year, sold on a two year basis.

Approval of the majority of the residences of the zone would be necessary.

Proposed streets involved:

Hawthorne Drive
Hawthorne Loop
Birch Lane
Willow Street

Sitka (South of Willow)
Sitka (North of Willow)
Alder Ct.
Elm Lane

Those of you who do not live on Hawthorne Drive are invited, yea urged, to drive down Hawthorne Drive during school hours. If the Parking Permit Zone were to apply only to Hawthorne Drive, heavy parking would move to adjoining streets hence it is considered prudent to widen the Zone.

Newberg High School offers more on-campus parking than any other high school in neighboring towns. Additional parking places, on and off campus, are under consideration.

The City Council will make the decision whether or not a Restricted Parking Zone is allowable. It has worked in Tigard.

My name is _____
My address is _____
My phone is _____