

CITY COUNCIL
AGENDA
COUNCIL CHAMBERS
July 5, 1983
7:30 P.M.

- I. CALL MEETING TO ORDER
- II. ROLL CALL
- III. CONSENT CALENDAR

*RA King's
Evaluation
Mullinhow*

IV. REQUESTS FROM FLOOR AND COMMUNICATIONS

1. Communication from Alan L. Solmonson re:
Church Directional Signs

*Please
Govern yourself
Letter to
Ministries Assoc.*

V. PUBLIC HEARINGS:

1. Continuation of Public Hearing on Growth Management Ordinance.
2. Continuation of Public Hearing on request for annexation of 5.03+ acres located on East side of Main Street and 113 feet South of Pinehurst Drive.

*Not every
little thing*

VI. REPORTS FROM CITY MANAGER

VII. OLD BUSINESS:

1. Report from Transportation Coordinator of Chehalem Valley Senior Citizens Council
2. Report on Newsstands
3. Request for Garbage Service Rate Increase

*Statistics
Accounting*

VIII. NEW BUSINESS:

1. Approve Accounts Payable
2. Report on Library Board responsibilities and proposed ordinance.

IX. RESOLUTIONS:

1. Resolution waiving competitive bidding and authorizing retention of architectural services for the Library.
2. Resolution approving new garbage service rates. (See Item VII-3)

X. ORDINANCES:

1. Ordinance relating to Library, Library Board, library responsibilities and clarifying powers and duties. (See Item VIII-2)

*Arvilla
Bob Sanders
We not buy
Tires here
Spec Industries*

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2124

Mayfield
open until week
before aug Council
Hold all council
info.

1173

ACCOUNTS PAYABLE
JULY, 1983

Ackley Hydraulic Tool	90.63	Northwest Natural Gas	1,495.00*
Allen Machinery	38.45	Nudelman Bros.	78.00
Al's Family Dining	5.39	Oregon Appellate Court	110.04
American West	18.00	Pacific Water Works	3,328.30
Amps Co.	800.00*	Pitney Bowes	59.25
Associated Janitor	103.44	Port Van Equipment Service	1,800.00 ?
Bantam Books	29.07	PGE Co.	16,000.00*
Brown & Tarlow	75.00	Quality Office Machines	914.00
Burroughs Corporation	2,052.05	Raineri, John	5.65
Butler Chevrolet	90.52	Refrigeration Supplies	104.41
Buy Wise Drugs	3.62	Roberts Rent-All	17.50
Camera Quarters	9.83	S.D. Leasing	312.00
Case Power & Equip.	114.84	Springbrook Thriftway	37.36
Coast to Coast	245.52	Tek Chemical, Inc.	194.00
Computerized Business Systems	170.00	Union Oil	21.15
Crowell Auto Parts	11.78	W.R. Grace	352.01
Dave's Cement Contracting	958.00	Waide's Mobil	4.80
David Turpen Construction	900.00*	West Publishing	32.00
Dents	67.63	Western Auto	14.55
Dept. of Environmental Quality	425.00	Westside Automotive	140.00
Ferron Janitorial Service	729.06	Copy Office Products	330.60
Fisher Electric	292.72	Lawton Printing	62.62
Fowler Tire Service	10.00	Northwest Business Systems	130.70
Franklin Watts, Inc.	217.00	Water, Food & Research Lab	84.00
General Telephone	1,267.66		
Grolier Educational Corp.	144.50		
Hall's Heating	5.75		
Harris Uniforms	33.46		
Home Laundry	39.95		
IBM Corporation	299.99		
Johnson Furn. & Hdwe.	378.48		
Ken Moon Water Tapping	599.00		
Ladies Home Journal	16.97		
Laughlin Oil	1,917.99		
League of Oregon Cities	3,011.25		
Les Schwab Tires	11.00		
Lumbermen's	641.32		
McCabe Lock & Key	64.83		
McNaughton Book Service	1,334.76		
Midget Motors	3.00		
Miller's Upholstery	110.00		
Multiplier	260.01		
Naps IGA	28.18		
Newberg Auto Parts	68.68		
Newberg Drug	9.25		
Newberg Datsun	16.94		
Newberg Family Practice	77.00		
Newberg Graphic	36.14		
Newberg Landfill	18.75		
Newberg Ready Mix	177.00		
Newberg River Rock	410.00		
Newberg Steel	10.24		
		TOTAL:	44,077.59






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June 22, 1983

TO: City Manager, Mike Warren

FROM: Librarian, Doreen Turpen

SUBJECT: Amendments to Ordinance #876 dealing with the Library Board

Please place the revised ordinance on the July 5 Council Agenda. The Library Board participated in the drafting of the ordinance and recommended adoption of the amendments and changes at its June 14 meeting. It has also been reviewed and approved by the Ordinance Committee.

This ordinance is amended to clarify the Librarian's and the Library Board's relation to the City. State Statute used to define the responsibilities of Library Boards, but in 1975 when the ORS was amended, the section relating to powers and duties of the Library Board was changed considerably. At that time the responsibilities of the board were no longer spelled out by State Statute; instead local governments were directed to identify the responsibilities of the Library Board under their jurisdiction in seven specified areas of concern.

The proposed amendment addresses each of the items specified in the current ORS and includes other changes to bring Newberg's Ordinance into conformance with the ORS.

The proposed ordinance reflects the traditional responsibilities handled by Newberg's Library Board, but makes some changes so that the ultimate operation of the Library follows the patterns of other Departments and meets the criteria of a City Manager form of government. It allows for considerable citizen input into the activities, services, and operation of the library, but does so within the clear framework of municipal government.

One change that is notable is in section E defining the Board's responsibilities for receipt of gifts and the establishment of a Newberg Public Library Gift and Memorial Fund. Such a fund would still be subject to Municipal accounting requirements, but it would provide a clearly designated account for individuals or organizations that wish to support the library.

Also important under this revised ordinance is the responsibility of the Board to participate in long-range planning for the Library. A Library, perhaps more than most other City Departments should be a reflection of what is important to the community that it serves.

Citizen input and support is critical to both planning and implementation. This ordinance encourages such involvement yet delineates lines of authority to provide for effective and efficient operation of the Library under the administration of the City. I recommend Council approval of the proposed ordinance.

VIII 2

ORDINANCE NO.

AN ORDINANCE AMENDING THE WHEREAS CLAUSES AND SECTIONS 2 AND 3 OF ORDINANCE NO. 876, PASSED AND APPROVED MARCH 6, 1939, AS AMENDED, RELATING TO THE NEWBERG PUBLIC LIBRARY AND PUBLIC LIBRARY BOARD TO CHANGE THE TIME SPAN OF LIBRARY BOARD MEMBERS TERMS AND TO CLARIFY THE POWERS AND DUTIES OF THE LIBRARY BOARD.

WHEREAS, the Public Library Board of the City of Newberg, City Staff, the City Manager and the Ordinance Committee of the City Council of the City of Newberg have reviewed the existing ordinance establishing the public library of the City of Newberg and the Public Library Board and have determined that changes should be made in the existing ordinance to alter the terms of Library Board members and to clarify the powers and duties of the Library Board pursuant to changes occurring over several years time.

NOW, THEREFORE, THE CITY OF NEWBERG ORDAINS AS FOLLOWS:

Section 1. That the Whereas clauses of Ordinance No. 876, passed and approved March 6, 1939, as amended, are hereby amended to add a new Whereas clause to read as follows:

"WHEREAS, the Library shall be financed through the use of General Fund monies, revenues obtained from operation of the Library, grants, gifts, donations and bequests received and designated to be used for Library purposes, and any tax levies that may be authorized by the electors."

Section 2. That Section 2 of Ordinance No. 876, passed and approved March 6, 1939, as amended, is hereby amended to read as follows:

"Section 2. LIBRARY BOARD. There shall be appointed by the Mayor of the City of Newberg, subject to confirmation by the City Council of said City, a public library board to be known as the public library board of the City of Newberg. That said board shall consist of five members, one to hold office for one year, one to hold office for two years, one to hold office for three years, and two to hold office for four years, from the first day of July in the year of their appointment and until their successors are appointed. Provided, however, that the Mayor shall make new appointments of all members of the board in accordance with the foregoing provisions not later than July 1, 1950, and that all subsequent appointments shall be made for terms of four years; and provided further, that the Mayor may make appointments, subject to confirmation as aforesaid, to fill the unexpired term of a member of the board whose office shall become vacant by resignation, death or removal from the City of Newberg, Oregon. No person shall hold appointment as a member of the board for more than two full consecutive terms, but any person may be appointed again to the board after an interval of one year. One member of the Library Board may reside outside the city limits of the City of Newberg. When a board member has failed to attend three consecutive board meetings or has failed to attend five or more meetings during a July 1st through June 30th period, the chairman shall declare the non-attending board member's position to be vacant and shall notify the Mayor of said vacancy."

Section 3. That Section 3 of Ordinance No. 876, passed and approved March 6, 1939, as amended, is hereby amended to read as follows:

"Section 3. POWERS AND DUTIES. The Public Library Board of the City of Newberg, and the officers thereof, shall have the following powers and duties:

- A. The Library Board shall participate in the selection of the Library Director by reviewing applications, interviewing candidates and making a final recommendation to the City Manager. The Library Director shall be hired by the City Manager. The Library Director shall be responsible to the City Manager for the effective and efficient operation of the library, such operation shall be reviewed monthly by the library board which may make recommendations for change to the library director and the City Manager.

The Library Director and the Library Board together shall be responsible for hiring, firing and discipline of library employees in compliance with city personnel policies and procedures and with the approval of the City Manager.

- B. The Library Board shall recommend to the City Manager and/or the City Council rules and policies for the governance of the library; such rules and policies to include, but not be restricted to book and materials selection policy, overdue policies, hours of operation, fees and charges, and material loan policies.
- C. The Library Board shall prepare and submit through the Library Director to the City Manager the annual budget requests. Should increases or reductions in the adopted budget become necessary, the Library Board and the Library Director shall be directed by the City Manager to determine appropriate adjustments.
- D. The Library Director shall be responsible for all expenditures within the operating budget in conformance with city administrative procedures and Oregon Local Budget Laws. Expenditures of \$500. or more shall be submitted to the Library Board for its approval.
- E. All persons desirous of making donations of money, personal property or real estate for the benefit of such library, shall have the right to vest the title thereto in the Newberg Public Library Board created under this ordinance to be held and controlled by such board when accepted, according to the terms of the deed of the gift, devise or bequest, and as to such property the said board shall be held and considered to be special trustees. Donations in the form of money shall be deposited in an account which is hereby established as a separate account of the City to be known as the Newberg Public Library Gift and Memorial Fund. Expenditures from this fund shall be authorized by the Library Board after consultation with the Library Director and the City Manager.
- F. The Library Board shall develop and recommend to the City Council long range plans for library service and facilities, consistent with city priorities and with state, regional and national goals pertinent to libraries. Further, the Library Board shall recommend to the City Council sites for library facilities and shall participate in the planning for library facilities.
- G. The Library Board may recommend to the City Council terms for contracts and working relationships regarding library service and facilities.

H. The Library Board will be responsible for such other activities as the City Council may assign."

PASSED by the Council of the City of Newberg this day of , 1983
by the following votes:

Ayes:

Nays:

Absent:

Arvilla Page - City Recorder

APPROVED by the Mayor this day of , 1983.

Elvern Hall - Mayor

VIII 2

RESOLUTION NO.

THE CITY COUNCIL SITTING AS CONTRACT REVIEW BOARD AND AS COUNCIL WAIVES COMPETITIVE BIDDING FOR RETENTION OF ARCHITECTURAL SERVICES FOR ADDITIONS AND RENNOVATION OF THE NEWBERG CARNEGIE PUBLIC LIBRARY AND AUTHORIZES ENTERING INTO PROFESSIONAL SERVICES CONTRACT.

WHEREAS, the City of Newberg Library Board and staffs of the City and Newberg Carnegie Public Library desire to obtain the professional services of an architect to prepare architectural drawings, plans, preliminary to the actual construction of additions to and rennovations of the Newberg Carnegie Public Library; and

WHEREAS, such services are necessary to provide information and details needed in the application for a grant to the Library for library rennovation and expansion, which information must be supplied with the application which is due on September 1, 1983; and

WHEREAS, the City and Library staff have prepared requests for proposals and solicited proposals from a large number of professional architects to provide architectural services regarding the expansion and rennovation of Newberg Carnegie Public Library, with at least seven architectural firms supplying proposals; and

WHEREAS, these proposals have been carefully evaluated in an effort to choose the architectural firm which best meets the needs and desires of the City and the library in this library expansion project; and

WHEREAS, the Contract Review Board considers the provision of professional architectural services to be a contract for personal services and, thus, the competitive bidding requirements do not apply; and

WHEREAS, however, as a precautionary measure and because of the need to retain architectural services in a timely fashion for the reasons outlined above, the Contract Review Board declares that the requirements of Ordinance No. 1793, Section 5(E & F) are satisfied, and it is in the best interests of the public, favoritism not encouraged, competition will remain undiminished and the conditions of an emergency exist to justify the waiving of competitive bidding for professional architectural services for the rennovation and expansion of Newberg Carnegie Public Library justifying the prompt execution of this contract; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Newberg, Oregon as follows, to-wit:

1. Pursuant to Ordinance No. 1793, Section 2 and 5(E & F), the Council of the City of Newberg sitting as Contract Review Board finds that this is a contract for personal services and not subject to competitive bidding, but as a precautionary measure and because of the factors outlined above, most particularly, the need to retain services promptly to meet a grant application deadline and the fact that numerous competitive quotes have been received for these services, the City declares that the public interest would best be served, favoritism not enocuraged and competition undiminished and that emergency conditions require the prompt execution of this contract and the waiver of competitive bidding.

2. The City Council sitting as Contract Reivew Board and as Council authorizes the City Manager to contract with the firm which in the judgment of the City and library staff, the Library Board and the City Council will provide services best suited to the needs of the City, that firm being _____. The City Manager is authorized to sign a contract for an amount not exceeding the amount budgeted for this project.

ADOPTED by the Council of the City of Newberg, Oregon sitting as Contract Review Board and as Council, this 5th day of July, 1983.

Arvilla Page - City Recorder

Handwritten:
Hew
Doreen

July 5, 1983

To: City Manager, Mike Warren
From: Library Director, Doreen Turpen
Subject: Appointment of Building Committee

Per our telephone conversation earlier today, the Library Board would recommend that the Building Committee include the following members:

Library Board members: Nancy Pratt
Leonard Attrell
Stu Harris
Ellen Scharff
Dorothy Rogers

Council Members (2)

Representatives from the Library Friends: Eino Aho
Ruth Gilman

Staff: Doreen Turpen

In addition, others would be invited to participate in the planning, particularly when their input was pertinent. These would include the City Manager, City Planner, City Engineer, and community members with interest in particular phases of the planning such as historic preservation, landscaping, and services.

Handwritten:
Eino Aho
Ruth Gilman

June 16, 1983

To: CITY ADMINISTRATOR, Mike Warren
From: LIBRARY DIRECTOR, Doreen Turpen
Subject: REPORT ON ARCHITECTURE PROJECT

Attached is a copy of the letter and background report that have been sent to 7 architects. In addition telephone contact was made with each firm prior to the letters to alert them and to allow for a maximum response time.

The 7 firms receiving the initial letter were:

Herbert & Keller, Architects. Eugene. Dan Herbert was the instructor of the University Design Review Class which studied the library last fall. Mike Keller, his partner, was architect for the recently completed addition to the McMinnville Library.

Settecase, Smith, Doss. Salem. As you know Phil Settecase worked on the Salem Public Library and has expressed interest in our project.

John Barker. Portland. He had contacted you on 6/14/83 and requested to be contacted when proposals were solicited.

Broome, Oringdolph, O'Toole, Rudolf & Assoc. Portland. This firm designed the Forest Grove Library.

 Danielson, Driscoll and Hess. Eugene. Review of recent Oregon library newsletters revealed that this firm had worked on a renovation project involving a Carnegie Library in Jackson County.

Guthrie, Slusarenko, Leed. Portland. From your file.

Bloodworth, Peterson, Ellis. Portland. Also from your file. Recently designed library for Multnomah School of the Bible in Portland.

The time frame outlined in the letter is tight, but will enable the Library Board to review and evaluate the proposals at the regularly scheduled June 28 meeting.

Going to this schedule will also allow for more working time for the firm that is selected to prepare the design to meet the LSCA Grant Deadline. Rick has indicated to me that we could have a "fill in the blanks" resolution ready by the June 27 deadline for the July 5 Council meeting. The contract could be awarded at that time. This would give the firm a two week advantage over the process we were originally proposing (For selection of architect).

should also incorporate a second stage of construction so that future expansion can be expedited efficiently and economically. Ideally, we would like to build to accomodate long term growth with one construction stage, but economically this is not yet possible.

Consideration will need to be given in this project to design a facility that is economical to operate and maintain, that will function well for both patrons and staff, and that will be compatible with the turn of the century theme adopted by the recently established Centennial Redevelopment Commission for the central business area of which the library is a part. It is understood that the need for designing a project that demands two stages of construction presents some unique design problems.

It is anticipated that the City will seek funding from the Jobs Bill Library and Construction Act grant program. The Grant Application Deadline is 5:00 p.m. Sept. 2, 1983. The following schematic design documents, prepared by the project architect, must be submitted by that time:

- a. Site plan, to scale, with diagrammatic indications showing building relationships.
- b. Vertical sections showing elevations.
- c. Scale drawings of all floor plans, including furniture.
- d. Sketch of the exterior of the proposed building. Elevation sketch (minimum); perspective sketch (desirable).
- e. Outline specifications. (Brief description of work. Please indicate any unusual utility service required.)

OUTLINE OF OBJECTIVES AND DEADLINES

I. PROGRAM DESCRIPTION (In Progress)

This would be the document for the architect that describes what type of building we need. Must include such things as Library History, Library Objectives, the Building Budget, and Building requirements including Types of spaces needed, description of function for each space, atmosphere desired, square feet required for each space, list of built-in equipment needed, list of movable furnishings needed, list of equipment needed for operation of the library

State Library recommends use of a Librarian-Building consultant for this task.

Proposed time frame:

By June 28 - First draft prepared by Librarian

June 28 - July 8 - Staff and board review draft; modifications and changes noted. Final document prepared.

Aug. - Council adopt Program Description.

II. SELECTION OF ARCHITECT (In Progress)

June 16 - letters requesting qualifications were sent to five architects

June 28 - Librarian, City Engineer, City Manager, City Planner with Library Board evaluate proposals and do ranking.

By July 1 - Contact is made with applicants; interview with top 2 - 3.

July 5 - Council awards contract

July 6 - 28 - Doreen, Board, City Manager, et al., compiles checklist of necessary items. City Council is invited to assist, or at least receives list with invitation for input.

III. DESIGN PROCESS:

Will proceed during July and August with particular emphasis on completing all grant required documents. Should have Schematic Design Phase completed by last week of August.

Will require staff meetings with Architect; frequency and times to be decided after Architect selection.

IV. DATA GATHERING ON SITE (In Progress)

A. Findings on zoning restrictions, design review process, city planning requirements. Preliminary data is gathered, Re: City Planner's memo of 6/13/83.

B. Site survey:

1. City engineer has indicated staff would do site grading survey - should be done by July 8.
2. To do: Verify that property lines are not in question.

V. FUND RAISING

We will need to generate local funds to meet the match and fill the gap between monies available from the grant and actual construction costs.

Organization effort must begin immediately.

By July 5 (or earlier) - Have Committee appointed - Suggest it include Librarian, Council Member(s), Board Member(s), and prominent, effective local supporters.
Have organizational meeting, clarify fund objectives & set dollar goal.

During July: Lay groundwork; types of activities, publicity, preliminary contact with individuals and organizations that could be potential donors.

August: Big push to have adequate amount to demonstrate in grant application that there is community support and that we will meet construction costs.

September - Continued effort

VI. Grant Application

Goal: Info. gathering completed by end of July, proposal (staff portion) completed early August.



CITY OF NEWBERG

414 E. First Street

Newberg, OR 97132

June 16, 1983

RE: LIBRARY ARCHITECTURAL SERVICES

The City of Newberg is soliciting statements of qualifications and proposals from Professional firms to provide Architectural Services for the following described work.

The firm selected will provide Architectural/Engineering & Interior Design for remodeling of the existing Carnegie Library building located at 503 E. Hancock St. and for expansion of the same building, said expansion to be designed to be completed in two stages. Stage "A", total cost not to exceed \$500,000 will include the improvements to the existing building and an expansion of approximately 5000 square feet for immediate building. Stage "B" will include an additional expansion of approximately 10,000 square feet for future building.

The firm will provide Schematic Design and Design Development for both Stage "A" and Stage "B" at this time; Construction Documents, Bidding Documents, and Construction Administration for Stage "A" only upon award of a grant.

It is anticipated that Stage "A" will seek funding from the Jobs Bill Library Services and Construction Act grant programs.

The Administrator for this project will be Doreen Turpen, Library Director, Newberg Public Library, 503 E. Hancock St., Newberg, OR 97132, Phone 538-4389.

The proposal shall contain the following information:

1. The names and experience of personnel who will participate.
2. A preliminary time schedule for completion of the project.
3. Reference to prior work that would be similar in scope, in particular, renovation/restoration and expansion to landmark or historic type structures, and/or experience on library projects.
4. How you would propose to base your fee schedule.

EVALUATION OF THE PROPOSAL

The City will evaluate proposals based on the following criteria:

1. Prior experience in performing similar work.
2. Qualifications of key personnel who will carry out the work.
3. Examples of innovative work on previous projects.
4. The availability of key personnel.
5. Time schedule proposed.
6. Lump sum cost.

Costs will be a factor in evaluating the proposal but may not be the determining factor.

The Library Board and City Staff will evaluate each proposal based on the above criteria. Based on this evaluation, a recommendation will be made to the City Council for award of an Architectural Service Contract.

TIMING

We anticipate that the proposal can be received, evaluated and that a recommendation for selection can be made to the City Council at the July 5 meeting. With this timing the Architect could expect an executed contract in early July 1983.

Proposals will be received until 12:00 Noon June 28, 1983 at the Newberg Public Library, 503 E. Hancock St. Newberg, OR 97132.

Proposals should be enclosed in a sealed envelope titled "PROPOSAL FOR LIBRARY ARCHITECTURE SERVICE".

Doreen Turpen
Library Director

BACKGROUND INFORMATION
NEWBERG PUBLIC LIBRARY

The population of Newberg is currently 11,026. The community has experienced rapid growth rates in the past two decades; population is projected to reach 18,200 by 1990 and 27,000 by the year 2000. Additionally Newberg Public Library serves as the resource library for residents of the City of Dundee and surrounding rural areas that are not under the jurisdiction of any library service district. This means that the actual population base of the library service area is greater than the City figures.

Newberg Public Library is now housed in a Carnegie Library Building that was constructed in 1912. There has been some remodeling to make use of the basement area, but there has been no structural change to the main level other than closing off one stairway to the basement. The library contains approximately 4,400 square feet of interior space, split evenly between the main level and the basement. Access to the building is severely limited by stairways at both entrances. The library currently houses approximately 22,000 volumes of hardback books, 3000 paperbacks, 80 periodical titles with holdings back 5 years, 200 records, and 60 cassette tapes. Staff size is 2.95 FTE, consisting of 1 full time and 6 part time employees. Additionally, approximately 12 volunteers assist regularly.

Our objective is to provide a facility that would meet requirements for access to the handicapped and program needs of the population for the next 5 - 10 years. An initial expansion of 5000 square feet would enable us to approach the building size requirements recommended in American Library Association's INTERIM STANDARDS FOR SMALL PUBLIC LIBRARIES. The design

ACCOUNTS PAYABLE
JUNE, 1983

Asville

Al's Family Dining	15.00	Naps IGA	4.84
Bantam Books	9.69	National Geographic Society	8.70
Beall Trans-Liner	15.84	Nessco Supply	181.63
John Brandt	110.00	Newberg Auto Freight	87.31
Brodart, Inc.	22.40	Newberg Auto Parts	62.59
Brown & Tarlow	75.00	Newberg Community Hospital	147.47
Bunn, Stan	75.00	Newberg Graphic	344.36
Butler Chevrolet	39.43	Newberg Human Resources	1,000.00
Buy-Wise Drugs	5.19	Newberg Ready Mix	287.00
C & G Auto Repair	28.50	Newberg River Rock	96.00
Center for Info on America	6.00	Newberg Steel	42.45
Chehalem Animal Clinic	100.00	Newberg Vet Clinic	55.50
Chehalem Printing	42.10	Newman Signs	140.14
Chehalem Sr. Projects	375.00	NW Business Systems	154.45
Chehalem Valley Sr. Cit. Coun.	1,525.34	NW Law Enforcement	281.14
Children's Press	183.31	NW Natural Gas	323.76
Coast to Coast	402.41	NW Samco	85.00
Consolidated Supply	22,798.25 ✓	Nudelman Bros.	14.00
Copy Office Products	240.00	O'Dell's Tire Service	233.52
Crabtree Rock	166.25	Oregon Auto Spring Service	101.98
Creative Companies	74.09	Oregon Meter Repair	2,896.85
Crowell Auto Parts	191.53	Pacific Cast Iron Pipe Co.	133,292.99 ✓
Culligan	72.00	Pacific Water Works	37,465.97 ✓
Daily Journal of Commerce	100.10	Palmer Chemical & Equip.	41.85
Dave's Cement Contracting	2,686.00 ✓	PayLess Drug	66.66
Dents	34.92	Peterson Industrial Prod.	108.00
Double G Auto Services	270.00	PGE Company	18,100.37
Ernst Hardware	82.80	Portland State Univ.	15.00
FarmGro Supply	164.59	Prentice-Hall, Inc.	110.96
Ferron Janitorial	780.95	Prestia, Russell	156.80
Fisher Electric	278.99	Quality Books	349.41
Fowler Tire Service	49.90	Rapid Refrigeration	31.25
Fox Union	25.00	Renew Money	24.00
Gateway Ford	17.52	Rourke Publishing	81.10
General Electric Co.	96.94	Rowell & Wickersham	393.12
General Telephone	1,398.03	S.D. Leasing	312.00
Goodyear Tire Center	1,603.26	Spec Industries	390.00
Hach Co.	69.96	Traffic Safety Supply	118.94
Harris Uniforms	33.46	Valley Iron & Steel	412.50
Herzinger & Co.	94.77	Valley Yard Supply	60.00
Harper, Norman	112.50	W.R. Grace	1,199.98
Home Laundry	39.95	Wajax-Pacific	37.40
IBM Corporation	775.00	Watt Welding	35.85
J.W. Electronics	23.87	West Publishing	32.00
Johnson Furn. & Hdwe.	129.56 ✓	Western Auto	94.94
Johnson Heating	50.00	Western City Magazine	100.00
Johnstone Supply	11.59	Westside Automotive	51.17
Kimball Vet Clinic	24.00	White's Nursery	52.00
Les Schwab Tire Center	6.50	Wilson's Restaurant	13.40
Little Fire Equip.	26.75	Yamhill Co. Assessor's Office	85.00
Lumbermen's	457.81	Yamhill Co. Road Dept.	554.36
Lynch Company	364.00	Yamhill Co. Sheriff's Office	148.22
McGraw-Hill Book Co.	71.21		
Metro-West Oil, Inc.	359.00		
Midget Motors	18.55		
Millipore Corp.	32.36		
Munnell & Sherrill	52.56		
		Total:	237,298.66

*Bob S
Will respond
to Spec & Goodyear*

7/5/83

Newberg Garbage Service, Inc.

Rate Increase Proposal

Effective July 1, 1983

Newberg Garbage Service, Inc.

New Rate Applied for Effective July 1, 1983

Principal Reasons for Increased Rates

1. Date of last rate change January 1, 1981, 2 years and 6 months ago.
2. July 1, 1983 dump rates are increasing;
1.50 per yard increased to 2.00 per yard on loose material = 33% increase
1.50 per yard increased to 2.25 per yard on compacted material = 50% increase
Estimated increase in dump fees totals \$46,350 in 12 months time.
3. General increases of our expenses from January 1, 1981 thru July 1, 1983 for Newberg Garbage Service, Inc., has exceeded our budget in labor, fuel, new equipment and all general expenses.
4. Gearing up for direct hauling some of our messier drop box loads to McMinnville when the landfill closes; 5-30 yd. boxes=11,380.
 - a. Including larger boxes for customers to save trips and money--3-50yd. boxes=9,600
 - b. Plus additional boxes for customer replacement box because of length and time to landfill in McMinnville--3-30yd. boxes=6,828
 - c. The recent purchase of a 1979 drop box truck = 30,000.
5. Replacement of a 1972 side loading residential truck within a year or two.

Cost Increases in 2 Years 6 Months

	<u>% that expenses increased</u>	<u>% of total expenses</u>
Payroll	35%	42%
Payroll Taxes	38%	5%
Health and Benefits	48%	3%
Pension	22%	1%
Repairs & Maintenance	51%	4%
Tires & Repairs	-21% decreased	1%
Fuel & Lube	19%	5%
Dumpage	8%	18%
General Ins.	15%	4%
Franchise Fees	16%	3%
Depreciation	-10% decreased	7%
Interest	-29% "	.6%

July 1983 to July 1984

Income and Expense Sheet

Income

Added income from rate increase	106,850
4% growth income	24,200
Total added income	131,050

Expenses

Dump Fee	46,350
All Other Expenses	67,995
Total Added Expenses	114,345

Total Amount of Residential Customers

Amount of Curbside Customers-----

1 can - 2,280

2 can - 416

2,696 - total

Amount of Non-curbside Customers-----

1 can - 524

2 can - 127

651 - total

76% of our residential revenue comes from curbside customers having the lower curb rate.

Comparative Rates in Comparative Cities

City	Effective Date ↓	City Rate (1 can per wk)		County Rate (1 can per wk)		1 1/2 yd.	2 yd.
		curb	non-curb	roadside	non-rd.		
Newberg	Jan. 1, 1981 proposed	4.20 4.85	5.45 6.20	5.15 5.95	6.40 7.30	35.65 40.45	43.60 49.80
McMinnville	April 1, 1982	5.45-on driveway		5.98		41.72	52.38
Sheridan	Oct. 1, 1982	5.25		6.05		36.70	45.05
Tigard	Oct. 1, 1982	6.95		7.45		54.90	72.45
Woodburn	Aug. 1, 1982		5.05	6.25	7.30	42.25	54.35
Beaverton	Nov. 1, 1979		5.00			40.25	53.00
Hillsboro	Jan. 1, 1983		5.95		7.15	45.95	60.40
Newport	May 1, 1982		5.50			37.50	53.00
Astoria (currently negotiating rate increase--has mandatory service)	June 1, 1981		5.10			32.00	39.05
Bend	Aug. 1, 1981	5.15	5.95	5.80	6.80	41.85	53.60
Cornelius	Nov. 1, 1981		6.05		7.15	56.00	62.80
Forest Grove	Nov. 1, 1981	5.25	6.35		8.50	53.45	65.20

NEWBERG GARBAGE SERVICE FRANCHISE COLLECTION RATES

Effective July 1, 1983

Garbage Can Rates

(based on 32 gallon can size)

Curbside--within 3 feet from curb, sidewalk, alley or roadside.

Non-curbside--to 50 feet of curb, sidewalk, alley or roadside.

5.3%

<u>NEWBERG Residential Rates (city limits)</u>	<u>Present</u>		<u>Disposal Increase</u>		<u>Our 10%</u>	<u>Proposed</u>	<u>Total Increased</u>
<u>Curbside</u> 1 can weekly	4.20	+	.22	+	.42 =	4.85	15%
each additional can	3.15	+	.22	+	.32 =	3.70	17%
<u>Non-curbside</u> 1 can weekly	5.45	+	.22	+	.55 =	6.20	14%
each additional can	4.40	+	.22	+	.44 =	5.05	15%

DUNDEE Residential Rates (city limits)

<u>Curbside</u> 1 can weekly	4.20	+	.22	+	.42 =	4.85	15%
1 can weekly--foothills	4.75	+	.22	+	.48 =	5.45	15%
each additional can	3.15	+	.22	+	.32 =	3.70	17%
<u>Non-curbside</u> 1 can weekly	5.45	+	.22	+	.55 =	6.20	14%
1 can weekly--foothills	5.80	+	.22	+	.58 =	6.60	14%
each additional can	4.40	+	.22	+	.44 =	5.05	15%

YAMHILL County Rates

<u>Roadside</u> 1 can weekly	5.15	+	.22	+	.52 =	5.90	14%
each additional can	4.10	+	.22	+	.43 =	4.75	16%
<u>Non-roadside</u> 1 can weekly	6.40	+	.22	+	.65 =	7.30	14%
each additional can	5.35	+	.22	+	.55 =	6.10	14%

Commercial Can Rates

<u>Curbside</u> 1 can weekly	4.35	+	.22	+	.44 =	5.00	15%
each additional can	3.25	+	.22	+	.33 =	3.80	17%
<u>Non-curbside</u> 1 can weekly	5.40	+	.22	+	.54 =	6.15	14%
each additional can	4.30	+	.22	+	.43 =	4.95	15%

for each pick-up per week--the regular weekly rate is added on.

Multiple Residential Units and Mobile Parks--Single Billing

<u>Curbside only</u> --each location	3.80	+	.22	+	.38 =	4.40	16%
each additional can	2.95	+	.22	+	.30 =	3.50	18%
<u>Non-curbside</u> each location	4.80	+	.22	+	.48 =	5.50	15%
each additional can	3.95	+	.22	+	.40 =	4.60	16%
<u>Enclosed Cans</u> each location	5.20	+	.22	+	.52 =	5.95	14%
each additional can	3.95	+	.22	+	.40 =	4.60	16%

COMMERCIAL CONTAINER RATES

<u>Regular Container Service</u>	<u>Present</u>	<u>Disposal Increase</u>	<u>% of Disp. Increase</u>	<u>Our 10% Increase</u>	<u>Proposed Total</u>
One yard--once per week	28.40	+ 1.30		2.10	31.80
Each additional stop per week	21.20	+ 1.30	6%	2.10	24.60
One and one-half yard--once per wk.	35.65	+ 1.95		2.85	40.45
Each additional stop per week	28.45	+ 1.95	7%	2.85	33.25
Two yard--once per week	43.60	+ 2.60		3.60	49.80
Each additional stop per week	35.80	+ 2.60	7%	3.60	42.00
Three yard--once per week	59.35	+ 3.90		4.75	68.00
Each additional stop per week	47.35	+ 3.90	8%	4.75	56.00
Four yard--once per week	77.20	+ 5.20		5.60	88.00
Each additional stop per week	55.60	+ 5.20	9%	5.60	66.40
Five yard--once per week	95.00	+ 6.50		6.50	108.00
Each additional stop per week	65.00	+ 6.50	10%	6.50	78.00
Six yard--once per week	134.70	+ 7.80		7.50	150.00
Each additional stop per week	75.80	+ 7.80	10%	7.50	91.10

Container compacted rates are two and one-half times the loose rate charge on the size of the container. The loose rate does not include container rental. If franchisee supplies the compactor, the lease rental charge is in addition.

Drop Box Charge for compacted material is two times the loose haul rate plus disposal. If the franchisee supplies the drop box compactor, the lease rental charge is in addition.

	<u>Present Haul Rate</u> <u>—Plus Disposal—</u>	<u>Proposed Haul Rate</u> <u>—Plus Disposal—</u>	<u>Our</u> <u>10% Increase</u>
20 yard box	1.80 per yard	1.98 per yard	.18
30 yard box	1.65 per yard	1.82 per yard	.17
40 yard box	1.50 per yard	1.65 per yard	.15
50 yard box	1.50 per yard	1.65 per yard	.15

Additional Yardage Rate mileage charge on any size drop box outside Newberg city limits---.20 y

Volume discount rate applicable to customers with over 1500 yards per month.

Rental Rates

Permanent rent	24.30 per \$1,000 value of box
20 yard drop box	40.45 per month
30 yard drop box	50.80 per month
40 yard drop box	54.15 per month
50 yard drop box	62.95 per month
Screen lid	9.72 per month
Metal covered lid	12.25 per month
Demurrage	3.00 per day except Sunday

Disposal Cost. All service charges are based on disposal and hauling cost on the effective date of this rate schedule. Further increases in disposal and hauling cost may be passed on by franchised collectors upon the following basis:

1. Drop Box Service. Service rates are plus the cost per yard for disposal of loose material.
2. Container Service. Assuming a 2.5 to one compaction ratio, the monthly charge for disposal equals:

$$\begin{array}{l} \text{Cost per cubic} \times \text{Size of container} \times 4.33 \text{ services} \\ \text{yard compacted} \quad \text{in cubic yards} \quad \text{per month average} \\ \$ \underline{\hspace{2cm}} \\ \hspace{10em} 2.5 \end{array}$$

3. Can Service. Assuming a 2.5 to one compaction ratio, the monthly charge for disposal equals:

$$\begin{array}{l} \text{Cost per cubic} \times 4.33 \text{ services per} \\ \text{yard compacted} \quad \text{month average} \\ \$ \underline{\hspace{2cm}} \\ \hspace{10em} 2.5 \text{ compaction ratio} \times 6 \text{ cans per cubic yard} \end{array}$$

Other Special Rates and Charges

Any special handling charges at landfill are subject to additional charges.

Anything over 500lbs. per cubic yard is subject to additional charges.

All calls on Saturday, Sunday and any legal holiday or calls after 5:00 P.M. and before 8:00 A.M. will be subject to additional charge of .20 per cubic yard.

SPECIAL SERVICES

<u>Special Distance Rate for garbage cans weekly</u>	<u>Present</u>	<u>Proposed</u>
--in all areas. Over 50 feet and each additional feet or fraction thereof.	.50	.50
<u>Special Call Rates Enroute</u>		
Regular customer--additional can curbside	1.00	1.20
Regular customer--additional can non-curbside	1.25	1.50
Cash customer--per can (will call)	2.00	2.00
Bill customer--per can (will call)	2.25	2.50
<u>Additional Rate Information</u>		
Each flight of stairs	.50	.50
Bundles, boxes, sacks, and other--based on volume, securely tied and limited to 60 lbs. 1.5 x 1.5 x 4 feet will be equivalent to full garbage can		
curbside	1.00	1.20
non-curbside	1.25	1.45
Plastic bags securely tied and limited to 30 lbs. will be equivalent to full garbage can. Plastic bags to be used only for occasional additional garbage, not as full time garbage cans.		
curbside	1.00	1.20
non-curbside	1.25	1.45
Call-back charge--city	3.00	3.00
Call-back charge--county	5.00	5.00
Tires		
each passenger tire	.50 + disposal	.50 + disposal
each truck tire	1.00 + "	1.00 + "
Large major appliances, including but not limited to stoves, dryers, refrigerators, etc., per appliance, plus disposal cost		
each appliance	3.00 + disp.	3.00 + disposal
Recycling charge for those residents who do not take weekly garbage service		1.50
<u>Special Janitorial Services and extra loads locally (portal to portal)</u>		
Packer Truck and 1 man per hour	40.00 + disp.	40.00 + disposal
Packer Truck and 2 men per hour	50.00 + disp.	50.00 + disposal
Drop Box Truck and 1 man per hour	45.00 + disp.	45.00 + disposal
Waste with peculiarly offensive odors, obnoxious waste--charge will be based on Special Janitorial Service time charge.		

Special Customer Note

To comply with SAIF safety regulations to protect against injuries, no garbage can shall exceed 60 pounds gross loaded weight or 32 gallons capacity.

**Customers taking advantage of the lower cost curbside service shall comply with the Newberg Beautification Ordinance No. 865. It provides that cans shall be removed from curbs within the same day as garbage pick-up.

Special Container Services - Short Term

	<u>Present</u>	<u>Increase</u>	<u>Proposed</u>
1 $\frac{1}{2}$ yard Initial Service Charge (including delivery and pick-up of container, one weeks rent, and first dump) -----	16.00	+ 2.70	= 18.70
Additional Rental Charge per week -----	3.50		3.50
Additional Dumping Charge -----	9.50	+ 1.60	= 11.10
2 yard Initial Service Charge (including delivery and pick-up of container, one weeks rent, and first dump) -----	19.25	+ 3.30	= 22.55
Additional Rental Charge per week -----	4.25		4.25
Additional Dumping Charge -----	12.75	+ 2.20	= 15.00
3 yard Initial Service Charge (including delivery and pick-up of container, one weeks rent, and first dump) -----	24.25	+ 4.40	= 28.60
Additional Rental Charge per week -----	5.25		5.25
Additional Dumping Charge -----	17.65	+ 3.20	= 20.65
4 yard Initial Service Charge (including delivery and pick-up of container, one weeks rent, and first dump) -----	29.05	+ 5.50	= 34.60
Additional Rental Charge per week -----	9.25		9.25
Additional Dumping Charge -----	22.75	+ 4.30	= 27.10

In case of questions, call Marvin or Merlin at 538-1388.



Zion Lutheran Church

301 S. River St.
Newberg, Oregon 97132
503-538-1344

May 26, 1983

Newberg City Council
City of Newberg
Newberg, Oregon 97132

Dear Council:

At a recent meeting of the Newberg Ministerial Association, Mr. Clay Moorehead of the Newberg City Planning Commission discussed with us the matter of "church directional signs". I would like to share some thoughts with you in the form of a minority report:

1. I have some difficulty with the term "directional" which was used. I suggested they were more advertisement than directional and was soundly corrected by clergy present. In five and one-half years of being a pastor in Newberg, I have never once been asked to give directions to our church building. People are smarter than we sometimes give them credit.
2. I believe the church should be one of the leaders in the community regarding ecological concerns. A city cluttered with signs is not in my opinion, a thing of beauty. I see no need to begin a cluttering of Newberg with church signs. The Church's role in society ought to be to respond to expressed needs in the community, not to pile up signs on street corners.
3. If thirty plus worshipping churches in Newberg each put up six to ten "directional" signs.....or even just two a piece, can you imagine what that would look like?
4. I believe each church should be allowed one sign to "advertise its wares" on its church property. I have lived in a community where this is city code and everyone abided by the law and was happy.
5. What is the existing code for church signs? I would personally like to be appraised of the code. Whatever the present code requires, I would urge you to see that it is enforced.

Thank you.

Alan L. Solmonson

Alan L. Solmonson
ZION LUTHERAN CHURCH

Alan L. Solmonson
Route 3, Box 523
Newberg, Oregon 97132
538-2603

IV 1

MEMO TO: City Council

DATE: June 30, 1983

FROM: City Manager

SUBJECT: Growth Management Ordinance

The Land Conservation and Development Commission requires a 45 day notice time period be applied to any matter which is proposed to be reviewed through post acknowledgment procedures. The City will be unable to finalize the issue and ordinance relating to growth management until the August regular meeting of the City Council.

Public testimony relating to this matter must be continued to allow for open discussion at the regular meeting of the City Council in August, at which time the City Council may make a final decision.

As of this point in time, no formal objections have been received relating to the growth management ordinance, with the exception of the Portland and Local Homebuilders Association comments relating to the percentage of allocations for housing and the semi-annual review period.

I would like to utilize the July meeting for another purpose relating to this subject. If the City Council has any further direction or comments they would like to receive, please let us know at this meeting so that the staff can have all the information before the City Council by the decision making meeting in August. It is difficult at times to anticipate what more information the City Council needs or what more needs to be discussed. Your direction or input at this early stage would be extremely helpful.


Michael Warren
City Manager

MW:fj

MEMORANDUM
June 27, 1983

TO: Mike Warren, City Manager

FROM: Clay Moorhead, Planning Director *CM*

RE: Annexation to the City of Newberg of a 5.03+ acre parcel, together with a zone change from Yamhill County LDR 9000 zone to a City R-1 (Low Density Residential) zone, together with a Comprehensive Plan Map designation from PP (Proposed Park) to LDR (Low Density Residential) and withdrawal from the Newberg Rural Fire Protection District located on the east side of Main Street, being approximately 113 feet south of Pinehurst Drive (File No. ANX-1/Z-3-83), Applicant: James & Darlene Cain.

As of Monday, June 27, it is apparent that the Chehalem Park and Recreation District and Mr. Cain will most likely enter into an agreement to purchase the property within an 18 month time period. If the agreement is completed, then the property will be used as an expansion to Jaquith Park, provided the terms of the agreement can be fulfilled by the Park District. The Park District is now requesting that the annexation continue and that the Proposed Park designation remain on the property as the property would be developed into a park facility.

In reviewing this matter, there are two sets of criteria relating to annexation of the property. The first set of criteria addresses annexation in terms of development and the second criteria addresses annexation for the purpose of constructing a park facility. The applicant has not demonstrated the need to annex the property for development oriented purposes; however, a need could easily be shown for annexation of the property for park purposes. This matter must be resolved prior to the City Council making a final decision on the annexation as the findings which will be used to support their decision will need to reflect whether the property will be used for development or park purposes. In order to make this determination, the agreements should be signed and completed by both parties and recorded with the Yamhill County Clerk's office. A question has arisen as to whether the City Council could simply condition the annexation upon the completion of the agreement. In looking at this issue, I have consulted with the City Attorney and we have concluded that it would be best to complete the agreement in advance of signing the ordinance relating to the annexation of the property. Therefore, the Planning Staff would recommend that this matter be postponed to the next regular or special meeting of the City Council if the agreement has not been completed by July 5, 1983. An ordinance for approval of the annexation will be prepared and will be available at the July 5 Council meeting in the event that the agreement between the property owner and the Park District relating to the purchase of the property can be completed by that time.

I agree

Mike Warren

V 2

MEMO TO: City Council

DATE: June 30, 1983

FROM: City Manager

SUBJECT: Chehalem Valley Senior Citizen Council

This matter was discussed during budget time and referred to the July City Council meeting.

The social services portion of the budget relating directly to the Senior Citizen Programs has grown considerably over the last few years. This caused some concern and questions on the part of both myself and the City Council. Questions regarding the identity of the program, consolidation of the various aspects and general organization were all discussed by the City Council and Finance Committee.

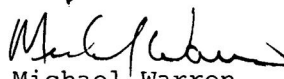
Another part of the problem stemmed from the fact that there was a county-wide election in which Newberg was not represented well. Since this time, however, the Chehalem Valley Senior Citizen Council and the coordinator, Karen Sharp, have made some significant strides in rectifying some of the organization problems and establishing long and short term goals.

The attached report from Karen Sharp indicates some of the more major changes that are, or will be, in effect shortly.

In addition to the report, I have also talked to Karen Sharp and she has indicated that the buses will indeed be renamed and have a Newberg identity, rather than anything else. She will also be coming to tonight's City Council meeting with some figures supporting her program.

SUMMARY: Through all of the discussions and problems these last few months, I believe strongly that it has been well worth it. The three programs the City contributes toward will be consolidated under the Chehalem Valley Senior Citizen Council and the organization of the Council, itself, seems to be improving each month. It is probable that this program will become even better organized, with an identity of its own. The programs will undoubtedly be used more and more and the Chehalem Valley Senior Citizen Council will become more active as a council or in subcommittees. I would also anticipate that the City's participation will continue (probably at a greater level) and that the City will become more closely aligned with the programs or the Senior Citizen Council.

^{were}
~~Was~~ the discussions and reorganization worth it? Definitely, yes. The choices were either to eliminate funding of the social services portion of the budget or assure ourselves and the community that the money and programs were well managed. The Coordinator's report indicates that a great deal of thought was given by the Chehalem Valley Senior Citizen Council and the resulting reorganization and goals will benefit the entire community.


Michael Warren
City Manager

MW:fj

VII 1

June 28, 1983

TO: Newberg City Council

FROM: Karen L. Sharp, Transportation Coordinator
Chehalem Valley Senior Citizens Council

SUBJECT: CVSOC Funding for Fiscal Year July 1, 1983 - June 30, 1984

I am responding to the suggested consolidation of programs supported, in part, by the city of Newberg. The consolidation would be the merging of the Chehalem Valley Senior Citizens Council's three programs (transportation, medical and nutrition) with the Newberg Human Resources Center. This suggestion was proposed at the City Council Finance Committee meeting in April.

After much deliberation with Chehalem Valley Senior Council members and the CVSOC Executive Board, by group consensus, it was unanimously agreed that the CVSOC programs remain intact this upcoming fiscal year to allow the organization the opportunity to implement the anticipated changes highlighted in the letter previously submitted to the City Council on March 1, 1983.

Neil Jacox, Director of the Newberg Human Resources Center, and myself met to discuss the proposed consolidation between our two programs. The Newberg Human Resources Board prefers not to assume the responsibility of an additional program at this time although Neil concurs with the decision to remain separate as he is interested in seeing our goals become reality.

In reference to the March 1st letter, changes do take time. Although good intentions to improve the program do not cause improvement, thorough planning and organization does. Given the upcoming year as a time table I know we can firm up our in-house operations and show this community the Chehalem Valley Senior Citizens Council is capable of running their own program in an efficient manner.

The underlying root of concern for the reason to remain separate from Newberg Human Resources Center lies within the feeling of losing the Chehalem Valley Senior Citizens Council -- that once the three programs are no longer a responsibility of the group, then the group would dissolve. Seniors want something of their own. They want a responsibility. It isn't just a question of money because our seniors don't want hand-outs.

Having the management of the transportation program has been the one main area that the senior council has accomplished. They are proud of it. It creates a sense of satisfaction that they're still doing something productive for this community. Take it away and what is left?

Our long-range goal is the realization of a Senior Citizens Center in this town. Right now we have a very good central organizational body from which to see this dream surface into a full-fledged operating center.

Transportation, medical and nutrition are but elements of a total program. Add to this the senior citizens newsletter, the Senior Outreach, published on a monthly basis which serves as a vehicle to disseminate information to the senior population. Also, related to the total operations of a Senior Citizens Center is the recreation element. Currently, the transportation program offers a portion of services to fulfill this component as well.

What is a Senior Citizens Center? It is a multi-purpose building designed to meet all aspects of senior citizens needs. It is the union of these elements; transportation, medical, nutritional, recreation, outreach, and referral that makes a composite, functional, focal point for delivery of services to older people.

VII

This is our ultimate goal. By securing the administrative operations of the existing programs controlled by the Chehalem Valley Senior Citizens Council it makes possible the expansion of services so that given the appropriate time allocation, we will, one day, operate out of one building. At present, this is one of the difficulties in coordination because of the separate localities of the programs.

Although I have been referring to a more composite picture I cannot but stress the importance of keeping the medical and nutritional elements intact with the Chehalem Valley Senior Citizens Council's responsibilities. Once these now small programs become dispersed from a central body; one who has a definite vested interest in them, the less complete the picture becomes and the more fragmented the programs serving the seniors becomes; making it unlikely that there would ever be a workable, centralized, Senior Citizens Center in Newberg.

Previously, the amount of time required to do the Transportation Coordinator's job was seen as confined to a minimal two to three hours a day; however, with the realization that more time was needed in order to improve the services the turn-over in staff was frequent, making it impossible to provide consistency and continuity to the delivery of the program.

I believe this program will grow -- we are making strides toward improvements in all phases of service delivery. It's only a matter of organization. I intend to see it work to its fullest potential and the Chehalem Valley Senior Citizens Council will play the leading role in its success.

The following is only a partial list of the changes which have already been initiated, completed, or are already in their planning stages that have affected and will affect our program in a positive manner:

IDENTITY IMPROVEMENTS

Examples include the commission of an artist to create an impressive logo; the reservation of a separate telephone number to identify our program (538-RIDE); the design of business letterhead; and the printing of route schedules in an easy to read and impressive format.

ADMINISTRATIVE IMPROVEMENTS

Examples include the design and implementation of internal forms to be used within the programmatic operations (rider request, ridership trip purpose, route ridership traffic flow); weekly fares and donations receipt to verify collection of monies to that of monies deposited; reorganization of the ledger to form a more complete tracking of monies; exploring alternative office locations to move the transportation office for better accessibility and more effective working area; acquisition of a citizens band base station for dispatching rider requests in a more efficient manner; use of volunteer senior citizens as office help on a consistent basis.

VEHICLE IMPROVEMENTS

Examples include application of a non-skid surface on the handicapped lift and the application of red reflector tape on the back side of the lift; installation of a handrail in the Senior Shuttle van for easier accessibility; re-painting the vans with the new program logo and telephone number.

VII 1

FUND-RAISING & PROGRAM DEVELOPMENT

Examples include the formation of three committees each with specific tasks (Fund-Raising Committee, Building Fund Committee, Senior Action Committee); acquisition of nearly 40% of the required match money needed to obtain a new bus to replace the Senior Shuttle; various fundraisers.

OTHER

Examples include redesign and format of the senior newsletter; an increase in the number of newsletters printed due to public request; the new location for the Foot Clinic at the Newberg Senior Citizens Club.

Each and every one of these preceding improvements is beneficial to the life of this program. The major impact revolves around publicity -- public relations is essential and we are striving to be identified by the community as a successful, efficient program which is meeting the needs of the seniors. At the same time we are growing.

We are growing to keep up with the senior citizens in this town -- the number of which is expected to continue to grow at a larger pace with the additional housing available to seniors.

We have the ideas and the basis for expanding our program. We can make this program happen with the support you have to offer. Just give us this year and my involvement in this program and we will prove how we can turn this program around to the benefit of the seniors whom we provide our services, the community which supports our endeavors, and to you, the City Council, who act as spokesmen for the people in Newberg.

VII

BUDGET

PROPOSED	CATEGORY	CURRENT	DIFFERENCE
	<u>A. Administration</u>		
\$ 9,900	Transp. Coordinator	\$ 2,700	
900	Editor	720	
\$ 10,800		\$ 3,420	+ \$7,380
	<u>B. Drivers</u>		
\$ 8,400	YAMCO (full time)	\$ 11,040	
6,600	Shuttle (3/4 time)	8,160	
2,200	Relief (1/4 time)	—	new item
3,000	Fringe	2,980	
\$ 20,200		\$ 22,180	- \$1,980
	<u>C. Vehicle Services</u>		
\$ 5,000	Gas	\$ 6,100	
2,000	Insurance	1,800	
600	Tires	400	
3,000	Repairs	2,000	
\$ 10,600		\$ 10,300	+ \$300
	<u>D. Office</u>		
\$ 250	Supplies	\$ 300	
450	Postage	600	
300	Printing	—	new item
600	Telephone	—	new item
100	Typewriter Repair	—	new item
\$ 1,700		\$ 900	+ \$800
	<u>E. Miscellaneous</u>		
\$ 40	Licenses	\$ 40	
2,000	Volunteer Mileage	2,000	
1,000	Auditor	—	new item
260	Other	400	
\$ 3,300		\$ 2,440	+ \$860

BUDGET TOTALS

\$ 10,800	A. Administration	\$ 3,420	
20,200	B. Drivers	22,180	
10,600	C. Vehicle Services	10,300	
1,700	D. Office	900	
3,300	E. Miscellaneous	2,440	
\$ 46,600		\$ 39,240	+ \$7,360

VII 1

At this time it is anticipated that the transportation program will receive the following amounts of revenue:

Senior Services Agency	\$	5,350	
Department of Transportation		5,490	
United Way		5,700	
Yamhill County Tax Levy Share		4,000	
Estimated Donations		4,110	
Estimated Fares		2,000	
	\$	26,650	Revenue

Total Budget	\$	46,600
Sources of Income	-	26,650
	\$	19,950

City of Newberg Funding Request	\$	<u>19,950</u>
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Dispersement of City of Newberg funds:

Administration	
Transportation Coordinator	\$ 7,740
Editor	900
Vehicle Services	
Gas	5,000
Tires	600
Repairs	3,000
Office	
Postage	450
Printing	300
Telephone	600
Typewriter Repair Contract	100
Miscellaneous	
Other	260
	<u>\$ 19,950</u>

MEMO TO: City Council

DATE: June 30, 1983

FROM: City Manager

SUBJECT: Newspaper Distribution Boxes

At its last regular City Council meeting, the City Council asked that this matter be brought before the July meeting.

On April 4, 1983, this matter was tabled indefinitely. Also, at that meeting, a representative of the Oregonian appeared and indicated that newspapers would rather address individual complaints than be controlled by ordinances, and indicated that they were willing to work with the City on a communication basis to take care of any complaints or hazards regarding placement of individual boxes.

The Planning Director informed me that he has contacted the Oregonian and, true to their word, they have come out and moved the boxes that the Planning Director indicated were in the right-of-way to a new location on private property or eliminated them completely.

I have talked to the owner of the Graphic Newspaper who has indicated that it is his feeling that he would rather address it on a communication basis also. To regulate newspaper boxes would hamper not only out of towners but also our local newspaper.

Another point he made, as did the City Attorney at the April meeting, was that the only way we can regulate would be not to eliminate, but to designate certain areas for boxes to be located at. Doing anything beyond that would undoubtedly cause a lawsuit that would offer poor chances for the City of Newberg.

I recommend the City Council take a look at the newspaper boxes and see if they are not now better situated. If this is not the case, then a call to me or the Planning Director, before the City Council meeting would allow us time to contact the appropriate newspaper and report back by the evening of the City Council meeting.


Michael Warren
City Manager

MW:fj

VII 2

April 4, 1983

A REGULAR MEETING
OF THE CITY COUNCIL

Council Chambers

Newberg, Oregon

PUBLIC HEARING: Newspaper vending boxes within public right-of-way.

The City Manager reported that the Public Works Committee has recommended delay of this ordinance.

A representative of the Oregonian distributors stated that the newspapers, and the Oregonian in particular, would rather address individual complaints than to be controlled by ordinances.

The Public Works Director stated that staff would like to assist in coordinating locations for paper boxes. No other proponents or opponents wished to be heard. The Public hearing was closed.

Motion: Halstead-Rementeria to table the proposed ordinance indefinitely.
Carried unanimously.

TO: City Council

DATE: March 28, 1983

FROM: City Manager

SUBJECT: Newsstands

Attached is a copy of a draft ordinance which would prohibit the placement of newspaper vending boxes at locations other than those identified within the resolution.

This matter is on the agenda due to a request by the City Council. The ordinance was discussed at a recent Public Works meeting and a recommendation coming out of that meeting was that the ordinance not be implemented at this time. My understanding of the basis for their recommendation is that there has not been any significant complaints or objections being raised relating to the location of the existing newspaper vending boxes. Also the market may serve to eliminate a number of existing newspaper vending boxes within Newberg. As it appears to the Public Works Committee that there is not a significant demand for some of the newspapers being distributed.

The draft ordinance together with the resolution identifies specific locations where newspaper vending boxes may be placed. The first location would be directly in front of Nap's Grocery Store, the second in the vicinity of Chehalem Merchantile.

Should you wish to adopt this ordinance immediately then I would recommend that you take a very close look at the locations provided within the resolution. However, it is my recommendation that we hold off on any action and look again at it in May or June.

Michael Warren
Michael Warren
City Manager

MW/bjm

Enc.

*Recommend I will to withdraw
the ordinance as to the care of
complaints & handling --
Initial in every complaint
VII 2*

MEMORANDUM
January 31, 1983

TO: Mike Warren, City Manager
FROM: Clay Moorhead, Planning Director *CEM*
RE: News stands

Within the last couple of months numerous news stands have appeared upon the public streets. Initially it started when USA Today, a nationwide newspaper, began their circulation within our community. With the placement of these news stands, the Oregonian and Statesman-Journal also decided that they needed to expand their news stand circulation. We did at one time receive an objection from the Graphic because of the number of news stands located on public streets. The City does have an ordinance which restricts the use of public streets for any commercial use. It was thought that this ordinance could be used to eliminate the number and location of news stands within the community. However, there have been several Supreme Court cases which have provided special privileges to news stands. Specifically, Gannet Co. versus the City of Rochester, New York found that the first amendment protection relating to the freedom of speech are also applicable to the public distribution of newspapers and periodicals through the use of news racks or vending boxes placed on a public sidewalk and street. The Court found that a municipality may not, therefore, constitutionally foreclose all use of news racks or other newspaper vending devices on its streets and sidewalks.

An interesting note is that Gannet Co. who won the lawsuit in this case, also is the owner of USA Today and possibly the Statesman-Journal.

Because of the number of court cases on this particular matter, it does appear that the City cannot outright eliminate the location of newspaper vending boxes from public streets. There may be some way to restrict the number and location provided that there are reasonable locations provided within the community. The City of McMinnville is also looking into this matter. I will keep you apprised of any further information which develops relating to this matter.

VII 2
MMH

**NEWSPAPER STAND LOCATIONS
WITHIN PUBLIC RIGHT-OF-WAY**

January 26, 1983

KEY:

S/W: Sidewalk
 Type 1: Graphic
 Type 2: News Register
 Type 3: Oregonian
 Type 4: Statesman-Journal
 Type 5: USA Today

<u>LOCATION</u>	<u>TYPE 1</u>	<u>TYPE 2</u>	<u>TYPE 3</u>	<u>TYPE 4</u>	<u>TYPE 5</u>
Naps--S/W--middle of building First Street		1	3	1	1
Brass Key--S/W--middle of block on First Street			1	1	1
Post Office--S/W--corner of Blaine and First (N.E.)			1		
Bowmans--S/W--15ft. east of Blaine on First Street			1	1	
U.S. Bank--S/W--west end of Bank building on First Street	1				1
Newberg Drug--S/W--middle of block on First Street	1		1		1
Darby's--S/W--middle of block on First Street			1		
Newberg Graphic--S/W--front of building on School	1				
Dip-N-Donuts--S/W--corner of Main and Hancock (N.E.)					1

VII 2
~~XXXX~~

ORDINANCE NO.

AN ORDINANCE REGULATING THE PLACING OR MAINTAINING OF NEWSRACKS OR NEWSPAPER VENDING BOXES IN OR UPON THE STREETS, ALLEYS, SIDEWALKS, PARKING STRIPS OR OTHER PUBLIC WAYS IN THE CITY OF NEWBERG.

WHEREAS, The City finds that the unregulated distribution of newsracks unreasonably interferes with or impedes the flow of pedestrian or vehicular traffic and/or the maintenance of certain public improvements; and

WHEREAS, The regulation of newsracks will provide for reasonable locations and consolidate the placement of the various racks.

NOW, THEREFORE, THE CITY OF NEWBERG ORDAINS AS FOLLOWS:

Section 1. That it shall be unlawful for any person, firm or corporation owning a newsrack to place such device within the City of Newberg upon any public street, alley or other public way except as hereinafter provided.

Section 2. The placement of newsracks or newsstands within the public ways is authorized only at such locations as are designated by resolution of the City Council. These locations shall provide for the distribution of newspapers at accessible and reasonable locations for use by the general public.

Section 3. Any newsrack or newsstand found to be in violation of this ordinance shall be posted with a notice which states that said device will be impounded if not made to comply with this ordinance within 24 hours after posting said notice. Further, the City is authorized to remove any portion of said device which is used to secure its location.

Any such device which is impounded by the City may be retrieved by its owner after the payment of an impoundment fee and storage charges which shall be set by resolution of the City Council. Any such device which remains impounded for a period exceeding 180 days shall be disposed of by the City through any manner authorized by law.

PASSED by the Council of the City of Newberg this day of
1983 by the following votes:

AYES:

NAYS:

ABSENT:

Arvilla Page - City Recorder

APPROVED by the Mayor this day of , 1983.

Elvern Hall - Mayor

VII 2

RESOLUTION NO.

A RESOLUTION PRESCRIBING REASONABLE AND ACCESSIBLE LOCATIONS FOR THE PLACEMENT OF NEWSRACKS OR NEWSSTANDS USED TO DISTRIBUTE NEWSPAPERS TO THE GENERAL PUBLIC AND SETTING FORTH IMPOUNDMENT AND STORAGE FEES IN ACCORDANCE WITH ORDINANCE NO.

WHEREAS, The City Council has by ordinance provided that certain locations be established for the placement of newsracks or newsstands and that fees be established relating to impoundment and storage charges.

NOW, THEREFORE, be it resolved by the City Council of the City of Newberg, Oregon, to-wit:

Section 1. The following locations are hereby established for the placement of newsstands or newsracks used to distribute newspapers within the public right-of-ways.

- A. An area located within the southerly three (3) feet of the south sidewalk of First Street beginning at a point located 130 feet east of the east curb line of Main Street and extending to a distance of 200 feet from said location.
- B. An area located within the southerly three (3) feet of the south sidewalk of First Street beginning at a point located 190 feet east of the east curb line of Howard Street and extending to a point located 210 feet east of said location.

Section 2. A newsrack impoundment fee shall be \$50.00 and storage fees for said devices shall be \$1.00 for each day said device is in impoundment.

ADOPTED by the City Council this day of , 1983.

Arvilla Page - City Recorder

2012

VII 2

Organizer
by Photon D
IT is offside walk

MEMO TO: City Council

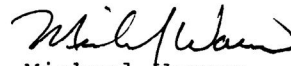
DATE: June 30, 1983

FROM: City Manager

SUBJECT: Garbage Service Rate Increase Request

This matter was reviewed by the Finance Committee with recommendation for approval by the City Council.

The Newberg Garbage Service, Inc. has not received a rate increase for two years and is faced with higher costs of dumping and service. The basis for their request for a rate increase and the statistical information is contained in the attached report.



Michael Warren
City Manager

MW:fj

P.S. Finance Committee members should have a copy of the report.

Already

VII 3

RESOLUTION NO.

A RESOLUTION APPROVING NEW GARBAGE SERVICE RATES IN THE CITY OF NEWBERG, OREGON.

WHEREAS, the Finance Committee of the City met at its regular June, 1983 meeting and discussed the proposed rate change presented by Newberg Garbage Service, Inc., the franchise holder for garbage service within the City; and

WHEREAS, the proposed rate changes are necessary for the continued operation of the service due to the continuing increase in business costs and the Finance Committee has decided that the rate increases with the proposed amendments are justified and does recommend to the Council that the change be granted.

NOW, THEREFORE, BE IT RESOLVED by the Council as follows, to-wit:

1. That the rate schedule as approved by the Finance Committee that was approved by Newberg Garbage Service, Inc., shall be adopted and affixed to Ordinance No. 1909 as Appendix A as provided for in Section 4 of said Ordinance.
2. That the Mayor and the City Manager are authorized to execute the aforementioned rate schedule.
3. That the rates set out in the aforementioned schedule shall take effect as of July 1, 1983.

ADOPTED by the Council this 5th day of July, 1983.

Arvilla Page - City Recorder

83-993

NEWBERG GARBAGE SERVICE FRANCHISE COLLECTION RATES

Appendix A

Effective July 1, 1983

Garbage Can Rates

(based on 32 gallon can size)

Curbside--within 3 feet from curb, sidewalk, alley or roadside.

Non-curbside--to 50 feet of curb, sidewalk, alley or roadside.

<u>NEWBERG Residential Rates (city limits)</u>		<u>Present</u>	<u>Disposal Increase</u>	<u>Our 10%</u>	<u>Proposed</u>	<u>Total Increased</u>	
<u>Curbside</u>	1 can weekly	4.20	+	.22	+	.42 = 4.85	15%
	each additional can	3.15	+	.22	+	.32 = 3.70	17%
<u>Non-curbside</u>	1 can weekly	5.45	+	.22	+	.55 = 6.20	14%
	each additional can	4.40	+	.22	+	.44 = 5.05	15%

DUNDIE Residential Rates (city limits)

<u>Curbside</u>	1 can weekly	4.20	+	.22	+	.42 = 4.85	15%
	1 can weekly--foothills	4.75	+	.22	+	.48 = 5.45	15%
	each additional can	3.15	+	.22	+	.32 = 3.70	17%
<u>Non-curbside</u>	1 can weekly	5.45	+	.22	+	.55 = 6.20	14%
	1 can weekly--foothills	5.80	+	.22	+	.58 = 6.60	14%
	each additional can	4.40	+	.22	+	.44 = 5.05	15%

YAMHILL County Rates

<u>Roadside</u>	1 can weekly	5.15	+	.22	+	.52 = 5.90	14%
	each additional can	4.10	+	.22	+	.43 = 4.75	16%
<u>Non-roadside</u>	1 can weekly	6.40	+	.22	+	.65 = 7.30	14%
	each additional can	5.35	+	.22	+	.55 = 6.10	14%

Commercial Can Rates

<u>Curbside</u>	1 can weekly	4.35	+	.22	+	.44 = 5.00	15%
	each additional can	3.25	+	.22	+	.33 = 3.80	17%
<u>Non-curbside</u>	1 can weekly	5.40	+	.22	+	.54 = 6.15	14%
	each additional can	4.30	+	.22	+	.43 = 4.95	15%

for each pick-up per week--the regular weekly rate is added on.

Multiple Residential Units and Mobile Parks--Single Billing

<u>Curbside only</u> --each location		3.80	+	.22	+	.38 = 4.40	16%
	each additional can	2.95	+	.22	+	.30 = 3.50	18%
<u>Non-curbside</u>	each location	4.30	+	.22	+	.48 = 5.50	15%
	each additional can	3.95	+	.22	+	.40 = 4.60	16%
<u>Enclosed Cans</u>	each location	5.20	+	.22	+	.62 = 5.95	14%
	each additional can	3.75	+	.22	+	.40 = 4.60	16%

COMMERCIAL CONTAINER RATES

<u>Regular Container Service</u>	<u>Present</u>	<u>Disposal Increase</u>	<u>% of Disp. Increase</u>	<u>Our 10% Increase</u>	<u>Proposed Total</u>
One yard--once per week	28.40	+ 1.30		2.10	31.80
Each additional stop per week	21.20	+ 1.30	6%	2.10	24.60
One and one-half yard--once per wk.	35.65	+ 1.95		2.85	40.45
Each additional stop per week	28.45	+ 1.95	7%	2.85	33.25
Two yard--once per week	43.60	+ 2.60		3.60	49.80
Each additional stop per week	35.80	+ 2.60	7%	3.60	42.00
Three yard--once per week	59.35	+ 3.90		4.75	68.00
Each additional stop per week	47.35	+ 3.90	8%	4.75	56.00
Four yard--once per week	77.20	+ 5.20		5.60	88.00
Each additional stop per week	55.60	+ 5.20	9%	5.60	66.40
Five yard--once per week	95.00	+ 6.50		6.50	108.00
Each additional stop per week	65.00	+ 6.50	10%	6.50	78.00
Six yard--once per week	134.70	+ 7.80		7.50	150.00
Each additional stop per week	75.80	+ 7.80	10%	7.50	91.10

Container compacted rates are two and one-half times the loose rate charge on the size of the container. The loose rate does not include container rental. If franchisee supplies the compactor, the lease rental charge is in addition.

Drop Box Charge for compacted material is two times the loose haul rate plus disposal. If the franchisee supplies the drop box compactor, the lease rental charge is in addition.

VII 3

Special Container Services - Short Term

	<u>Present</u>	<u>Increase</u>	<u>Proposed</u>
1½ yard Initial Service Charge (including delivery and pick-up of container, one weeks rent, and first dump) -----	16.00	+ 2.70 =	18.70
Additional Rental Charge per week -----	3.50		3.50
Additional Dumping Charge -----	9.50	+ 1.60 =	11.10
2 yard Initial Service Charge (including delivery and pick-up of container, one weeks rent, and first dump) -----	19.25	+ 3.30 =	22.55
Additional Rental Charge per week -----	4.25		4.25
Additional Dumping Charge -----	12.75	+ 2.20 =	15.00
3 yard Initial Service Charge (including delivery and pick-up of container, one weeks rent, and first dump) -----	24.25	+ 4.40 =	28.60
Additional Rental Charge per week -----	5.25		5.25
Additional Dumping Charge -----	17.65	+ 3.20 =	20.65
4 yard Initial Service Charge (including delivery and pick-up of container, one weeks rent, and first dump) -----	29.75	+ 5.50 =	34.60
Additional Rental Charge per week -----	9.25		9.25
Additional Dumping Charge -----	22.75	+ 4.30 =	27.10

In case of questions, call Marvin or Merlin at 578-1388.