

CITY COUNCIL
AGENDA
MAY 4, 1981

I. CALL MEETING TO ORDER

II. ROLL CALL

III. APPROVE MINUTES OF PREVIOUS MEETINGS

IV. REQUEST AND COMMUNICATIONS:

- A. Request by Tree People to Speak on Street trees in downtown area and Street Tree Ordinance.
- B. Request by Building Inspector for slide presentation on Building Safety.
- C. Communication from Bill Campbell, County Planner, RE: Dayton Avenue Bikepath.
- D. Communication from Dale & Debbie Fessenden, 110 W. Fifth St., expressing their appreciation for not upzoning a parcel of land in their neighborhood.
- E. Communication from Lucille Adams, 1404 Hoskins St. RE: Rezoning of land north of Mountainview Drive.
- F. Communication from Mrs. Dorothy Lichtenthaler Vanebo, RE: The appeal notice of a denied building permit for a 10 plex located at the SW Corner of Walnut St. and Deborah Road.
- G. Communication from Rebecca A. Piros, 1717 Cedar St. RE: Resignation from Planning Commission.
- H. Communication from Senator Meeker RE: Resolution of Support for President Reagan.
- I. Communication from Crafts Fair RE: May 8 - September 27 Fair in Newberg.

V. PUBLIC HEARINGS:

- A. Public Hearing on vacation of a portion of Franklin St.
- B. Public Hearing on PUD-1-81/Free Methodist Church.
- C. Public Hearing on 81-82 City Budget.

VII. REPORTS FROM CITY ADMINISTRATOR:

- A. Report on population changes in Oregon.

VIII. OLD BUSINESS:

IX. NEW BUSINESS:

- A. Request for extension of retirement date of Fire Chief.
- B. Approval of Accounts Payable.

X. RESOLUTIONS:

- A. Resolution authorizing City Administrator and Mayor to sign contract with A. John Montgomery for Auditing City books.
- B. Resolution paying tribute to Elmer Gardner.
- C. Resolution authorizing transfer of funds within City Budget.
- D. Resolution to continue Senior Citizen's utility discount program.

XI. ORDINANCES:

- A. Ordinance providing engineering fee to be assessed for the City Engineer's review of the improvement plans and the inspection of the public improvements within subdivisions and new developments in the City of Newberg.
- B. Ordinance from public hearing - Agenda item VA.
- C. Ordinance from public hearing - Agenda item VB.

ACCOUNTS PAYABLE

May, 1981

5/81

Allen Machinery	170.00
Al's Drive-In	25.15
The American West	15.00
Arva-Hudson, Inc.	81.23
B J's Photo	39.91
Brass Key	12.45
Brown & Tarlow	225.00
Buy Wise Drug	22.28
Butler Chevrolet	25.00
C.E. Little Fire Equipment	6.50
Chehalem Valley Sr. Citizens	1,000.00
Coast to Coast	142.58
Cobblestone	13.50
Consolidated Supply Co.	22.47
Dailey Journal of Commerce	119.00
Dent's	170.47
Engineered Control Products	894.50
FarmGro Supply	232.20
Ferguson Rexall Drug	13.31
Ferron Janitorial	532.50
Fisher Electric	61.06
Fowler Tire Service	44.48
Fox Union	100.00
Larry Gray, Attorney	225.00
General Telephone	1,200.00***
Great Western Serum Co.	71.33
Dept. of General Services	217.68
The Irwin-Hodson Co.	923.31
Hach Chemical	21.43
Hall's Heating	60.00
The Highsmith Co., Inc.	13.01
Home Laundry	21.40
IFG Leasing	100.13
Johnson Furniture & Hardware	49.39
Kelly Services	780.00
Stanley D. Kern, M.D.	125.00
Laughlin Oil	3,043.94
Leauge of Oregon Cities	20.00
Legal Advocacy for Women	16.50
Louie's Restaurant	2.10
Terrence Mahr, Attorney	75.00
Marshall & Meyer	2,850.00
Maynard Headings	138.50
Meter Box Equipment Co.	980.06
Moore's Audio Visual Center	499.02
Nap's IGA	21.64
Newberg Auto Freight	179.74
Newberg Auto Parts	2.65
Newberg Community Hospital	166.40
Newberg Graphic	55.13
Newberg Ready Mix	242.56
Newberg River Rock Products	269.50
Newberg Sand & Gravel	82.50
The New York Times	18.00
NW Business Systems	448.33
Nudelman Brothers	101.00

Nurnberg Scientific	39.47
Pacific Water Works Supply	1,675.57
Pennwalt Corp.	2,690.50
Portland General Electric	0,200.00***
Quality Office Machines	21.60
Radio Shack	25.08
Rexnord Safety Products	65.00
Saddoris Tire	20.00
Science Digest	13.97
Robert E. Swift	47.50
M. W. Tautfest	49.00
Union Oil Co.	27.54
Valley Contractors Supply	147.00
W.R. Grace-The Baker Taylor Co.	232.04
Waide's Mobil Service	25.00
Water, Food & Research Lab	63.00
Waterworks Supplies	464.93
Western Auto	6.63
Wheel Graphics	20.50
Wilco Fire Equipment Inc.	168.45
Westside Automotive	36.79
Willamette Industries	185.95
Yamhill Co. Sheriff's Office	51.85
Ziprint	38.50

TOTAL:

33,304.71

***= ESTIMATE

Handwritten signatures and initials:

- ERK* (circled)
- APD*
- HAG*
- 2/28/81*
- MD*
- RK*



111 WEST FIRST STREET - NEWBERG, OREGON 97132 - PHONE 503-538-4447
Al and Karen Blodgett, Owners

5/21/81

Spec
Journal
5/21/81

21, May 1981

Mayor Hall and Council Members:

After Tuesday's disappointing but Close defeat of Newberg's B ballot Several thoughts have gone through my mind as what to do next.

First it should be re-submitted but with some reduction. To re-submit it unchanged would only, in my opinion, invite a greater defeat.

The following are some suggested areas for possible cuts.

1. Additional Secretarial Staff Proposed in the 81-82 budget.
2. One of the two Proposed Patrol Cars.
3. A 25 or 50% reduction of the monies set aside for eqpt. replacement in the fire dept. 81-82 budget.

Thank You for Your Consideration

Sincerely
Al Blodgett
102 E 5th St
Newberg.

RECEIVED

MAY 22 1981

5/22/81

CITY OF NEWBERG, ORE.
OFFICE OF RECORDER

PAGE 6 OF 20

SPECIAL ELECTION - YAMHILL COUNTY, OREGON - TUESDAY, MAY 19, 1981

CHARLES STERN, COUNTY CLERK

CITY OF NEWBERG LEVY 51 A BALLOT

CITY OF NEWBERG LEVY 52 B BALLOT

PRECINCT NUMBER	YES	NO	UNDER VOTES	OVER VOTE	TOTAL VOTES
2	221	107	12	4	344
3	157	143	4	0	304
4	120	123	3	0	246
5	168	151	5	2	326
31	152	97	6	1	256
TOTAL	818	621	30	7	1,476

PRECINCT NUMBER	YES	NO	UNDER VOTES	OVER VOTE	TOTAL VOTES
2	191	132	20	1	344
3	120	179	5	0	304
4	92	147	7	0	246
5	144	172	10	0	326
31	132	114	10	0	256
TOTAL	679	744	52	1	1,476

I CERTIFY THAT THE VOTES RECORDED ON THIS
ABSTRACT CORRECTLY SUMMARIZE THE TALLY
OF VOTES CAST AT THE ELECTION INDICATED.
Charles Stern
SIGNATURE OF COUNTY CLERK:
5-20-81
DATE OF ABSTRACT



26% turned out

1,476 voted

registered 5,746

Monday, 7:30 P.M.

April 6, 1981

A REGULAR MEETING
OF THE CITY COUNCIL

Council Chambers

Newberg, Oregon

The meeting was called to order by Mayor Elvern Hall.

Roll Call:

Present - Maybelle DeMay	C. Eldon McIntosh
Roger Gano	Quentin Probst
Harold Grobey	Richard Rementer
Alan Halstead	

Absent - Tom Tucker

Staff Present - Michael Warren, City Administrator
Richard Faus, City Attorney
Herbert Hawkins, Chief of Police
Clay Moorhead, City Planner
Arvilla Page, City Recorder
John Paola, Fire Chief
Robert Sanders, Public Works Director
Robert Weisenback, Building Official

Minutes of the previous meeting should be corrected to show that Mayor Elvern Hall was absent March 2 and also March 31. In addition, correction of the March 2, 1981 minutes on page 5 should delete the beginning of paragraph 5 - Mr. Moorhead had no right. Add to the end of paragraph 4 - Mr. Moorhead stated the applicant had no right to extension or new issue. Minutes of the previous meetings were then approved as corrected.

There were no requests for petitions from the floor.

Peggy Campbell, 911 E. Third, Chairman of Tree People, stated the group originated from the Town Hall meetings last fall with the goal to improve the downtown area. They plan to install street trees. Several businesses and organizations have volunteered labor and services. Park and Recreation will service the trees but cannot take care of the watering of the trees. At this point, the watering problem is unresolved. She stated she asked to address the Council so that Council would be informed of what they were doing.

Request by Mrs. Claudine Word for a water hookup. Mr. Warren stated that the City now has water available where previously they had a shortage. The Council should consider and set the policy on new hookup requests outside the City Limits.

The Public Works Director stated there is a hardship ordinance but the ordinance does not define hardship. It is difficult to determine who qualifies when they request hookups outside the City Limits.

Mayor Hall stated that he was present at the time the original ordinance restricting water hookups was enacted. He stated he felt a need to wait to change the ordinance until the people inside the City have been shown that the water supply is now abundant. Mr. Grobey stated that each case should be reviewed by its merits.

Claudine Word, Rt. 1, Box 223A, Newberg, Oregon, stated that her property is located outside the Urban Growth Boundary. The Public Works Director also advised that each case should be investigated and an appropriate development fee charged for any hookups outside the City Limits.

Mr. Tucker, now present at 8:00 P.M.

Mr. Sanders, Public Works Director, continued that the people benefitted should assist with a share of the City residents cost and also should allow only existing homes with existing problems.

Motion: Gano-DeMay that the City Attorney and City Administrator draft appropriate legislation to grant water hookup outside the Urban Growth Boundary but not until October, 1981 to allow the citizens to know that sufficient water is available to allow the hookups. Motion carried unanimously.

Request from Home Builders Association of Metro Portland urging the City to support the President's economic recovery program. A suggested resolution was read. Motion: Grobey-Tucker that staff draft a resolution in support of the President's economic recovery program. Carried unanimously.

Public Hearing: Continuation of public hearing on the Comprehensive Plan.

Mr. Tucker stated he has property involved. Mr. Gano he has property adjacent. Mr. Grobey stated he had property involved. Each stated they did not wish to abstain.

Diane Canfield, 115 E. Illinois, representing the area residents presented three petitions. Petitions number 1 with 64 names was opposing zone changing on the area, north of the drainage dip, west of Main, south of Columbia. Number 2 with 75 names north of Illinois, east of Main, west of College, south of the drainage dip. Number 3 with 63 names north of Illinois, west of Main, south of the drainage dip. Reasons stated for opposition were property tax increase, increased traffic flow, noise, overcrowded schools, disruption of the family unit with example of contrasting life styles with contemporary dwellers.

Donald King, Rt. 2, Box 59B, stated he was opposed to changing the area north of Mountain View in the Springbrook area.

Robert Hill, 214 W. Fifth Street, presented a petition with 34 names from the Fifth Street area at Lincoln and Grant. The petition stated the change would be detrimental to the stable character of the neighborhood.

Lucille Adams, 1404 Hoskins stated she was opposed to changing the area north of Mountain View. The view of the mountains needs to be maintained for the current residents.

Jan Johnson, Rt. 2, Box 40B, located just off Zimrye Drive opposed changing the area north of Mountain View. Changing to higher density would disturb the character of the area.

Judy Brunner, 413 W. Fifth Street stated she favors the upzoning in the Fifth Street area. She had been trying to get the street paved in the area. The area has been zoned R-2 for years. Just recently it was rezoned to R-1. The City is on top of inspections and higher density would not impact the area.

Judy Welter, who lives on Zimrye Drive stated she was very opposed, and would be looking into backyards. The street would need to be widened and the speed limit is needed now.

Terry Mahr, attorney, 115 N. Washington, stated he represented property owner, C.R. Moe, in the area north of Mountain View. Higher density is desirable, as it would act as a buffer between the industrial and the lower density residential areas.

Mrs. Fern Roberts, 2514 Roberts Lane, stated no buffer zone is needed. Industry is nicely landscaped. An example of poor apartment complexes would be those now located on Springbrook Street.

Letters were received from Dale and Deborah Fessenden, 110 W. Fifth opposing upzoning on W. Fifth and from Lucille Adams opposing upzoning north of Mountain View and west of Zimrye Drive.

Public hearing closed.

Mr. Warren stated that the Council must comply with the LCDC. The people voted for LCDC. If the Council removes any of the areas recommended by the Planning Commission and the CIAC, they must add areas equal.

The Planner stated the Council must act tonight.

Mayor Hall stated that the original Comprehensive Plan of Newberg was meant to be just a guideline. The Baker Milwaukie decision made it law. The majority of the voters of Newberg have voted in favor of land use planning.

City Planner, Clay Moorhead, then described the areas recommended by the Planning Commission and the CIAC and pointed them out on the map.

Motion: Halstead-Gano to read Ordinance No. 2049 amending Ordinance No. 1967 which adopted the Newberg Comprehensive Plan; amending Ordinance No. 1968, the Newberg Zoning Ordinance; repealing Ordinance No. 2011 which amended Ordinance No. 1967 to revise the Inventory of Natural and Cultural Resources adopted in Ordinance No. 1967; to revise the Newberg Comprehensive Plan and Newberg Comprehensive Plan Designation Map adopted by Section 2 of Ordinance No. 1967; to revise Sections 552, 554, 562 and 564 of Ordinance No. 1968 and the Newberg Zoning Map adopted by Section 900 of Ordinance No. 1968; and to repeal all of Ordinance No. 2011 all amendments being required for compliance with the Oregon Statewide Land Conservation and Development Commission goals for acknowledgment of the Newberg Comprehensive Plan. Motion Carried. The ordinance was then read for 2 hours and 15 minutes.

Motion: Gano-Grobey to delete the upzoning to R-2 of that area south of Second Street and west of Blaine Street and to substitute 9 acres west of Airpark and 10 acres north of Columbia Drive. Aye 6. Nay 2 - Halstead, McIntosh. Motion carried.

Motion: McIntosh-Rementeria to delete that area north of Illinois Street totally 11.2 acres and substitute the area on west Main Street north of Newberg Garbage Service.

Motion amendment: Gano-Rementeria to add just that area south of Pinehurst. Amendment to motion carried unanimously. Original motion as amended carried with Grobey nay, Tucker abstaining. Roll Call on the Ordinance as amended: Aye - 8, DeMay, Gano, Grobey, Halstead, McIntosh, Probst, Rementeria, Tucker. Nay - 0. Absent - 0. The Mayor then declared the Ordinance passed.

Motion: Halstead-McIntosh that City Attorney and others begin immediately to update and amend Charter and Ordinances specifically that portion of the Charter which requires reading of all ordinances in full. Motion amendment: Grobey-DeMay to form

a charter committee consisting of members of the City Staff, Council Members and citizens at large to update the Charter. Carried 1-Nay, Halstead. Original motion carried unanimously.

Public Hearing: Requesting of Comprehensive Plan Amendment from Lee W. Anderson was postponed to the May meeting.

Mayor Hall reported on the Mayor's Task Force which is composed of a broad selection of citizens. The Task Force was the result of the Town Hall meetings last fall.

Resolution 81-886 creating the Mayor's Task Force was read. The Mayor added the names of 10 members selected. Motion: Gano-McIntosh to adopt the resolution. Carried unanimously.

New Business:

Bids for carpeting in the hospital. Bids were requested and 2 bids were received. Johnson's at \$18,920. and Wallace at \$16,345. The Hospital Board recommends accepting the Wallace bid of \$16,345. Motion: Halstead-Gano to accept the bid of Wallace Floor Covering as recommended by the Hospital Board. Carried unanimously.

Bids were requested for Ophthalmic microscope. 4 bids were received. The low bidder was Storz Company for an Olympus Operating Microscope at \$11,800. This item did not meet the specifications. The Hospital Board of Commissioners recommends the bid of Bartell and Stout for a Zeiss Operating Microscope at \$14,739. Motion: Gano-McIntosh to accept the recommendation of the Hospital Board and award the bid for the Ophthalmic Microscope to Bartell and Stout. Carried unanimously.

Motion: Gano-Halstead to approve the March accounts payable. Carried unanimously.

Mrs. Steve Watt, 104 Pinehurst Drive, who had presented petitions from property owners in the Illinois and North Main area stated she opposed the manner in which the Council abruptly changed the areas to be rezoned.

Mr. Warren presented his report on "B" Ballot items listing some items which could probably be included in the "B" Ballot. Items were from nearly every department in the General Fund. The listing is still short \$74,000. He asked for suggestions from the Council members and also for ideas for the future if the "B" Ballot fails.

Resolution 81-887 placing before the voters tax levy for "A" Ballot of \$376,612. and a "B" Ballot of \$394,537. was read. Motion: Gano-DeMay to amend the ballot title to read under the "A" and "B" Ballots and to change the wording in the "B" Ballot explanation to read near the bottom, it will represent a 30¢ increase of the General Fund tax rate levied in 1975-1976, the highest tax previously levied. Carried unanimously. Motion: Gano-Halstead to adopt the amended resolution.

Resolution 81-888 placing before the voters a second "B" Ballot for street improvement purposes. It was read. Motion: Halstead-DeMay to adopt the resolution on the second "B" Ballot. Carried unanimously.

The Mayor adjourned the Council meeting to an executive session under ORS 192.660. The purpose of the executive meeting was to discuss labor negotiations. All members of the Council were present. Press, public and members of the staff not required at the meeting were excused.

Council meeting called back to order. The Mayor assigned member Harold Grobey as co-chairman of the Finance Committee and as a member of the Public Safety Committee.

He appointed Richard Rementeria as chairman of the Finance Committee.

Motion: Halstead-Tucker to adjourn to April 13, 1981.

Monday, 7:30 P.M.

April 13, 1981

AN ADJOURNED MEETING
OF THE CITY COUNCIL

Council Chambers

Newberg, Oregon

The meeting was called to order by Mayor Elvern Hall.

Roll Call:

Present - Maybelle DeMay	C. Eldon McIntosh
Roger Gano	Quentin Probst
Harold Grobey	Richard Rementería
Alan Halstead	Tom Tucker

Staff Present - Michael Warren, City Administrator
Richard Faus, City Attorney
Clay Moorhead, Planning Director
Arvilla Page, Recorder
Robert Weisenback, Building Official

Also Present - Approximately 30 citizens

Requests from the floor.

Sally Marshall, 200 Pinehurst Drive, representing people at Pinehurst and Main Street regarding the area upzone south of Pinehurst. She read a letter into the record dated April 11, 1981 which objected to the upzoning of the area north of Illinois, south of Columbia, east and west of Main that is located south of Pinehurst. Also presented the petition bearing 36 signatures from area residents. The method in which this area was upzoned was also objected to. Motion: Probst-Grobey to reconsider the upzoning of the area west and east of Main, south of Pinehurst. Carried unanimously.

Mr. Moorhead stated that if in the first motion of the Council on April 6th, upzoning properties, they recommended 9 acres east of Airpark. The nine acre parcel was actually about 18 acres. Therefore, they have excess properties upzoned by approximately 9 acres.

Motion: Gano-Grobey to amend the McIntosh-Rementería motion upzoning property on April 6, 1981 and delete any mention of upzoning on North Main, south of Pinehurst. Motion carried with Tucker abstaining.

Mr. Warren reported on a letter received from the Chehalem Valley Heritage. Suggest that the City of Newberg start now to make plans for observing its 100th anniversary in 1989. Newberg became a town in 1889 and was incorporated as a City in 1893. Mr. Stanley presented a calendar of goals which included sewer improvement, new city hall, and other items.

Motion: DeMay-Tucker that the City Administrator accept the proposal for the centennial and thank the Chehalem Valley Heritage for their interest.

Motion: DeMay-Halstead that Mr. Warren address the letter to the Tree People that the City approves of their objectives and encourages continuation of their plans to improve the appearance of the downtown area. Carried unanimously.

Mr. Warren reported on the status of revenue sharing funds the City receives and other federal grants and funding the City possibly could receive. The only federal funds now received by the City are the Federal Revenue Sharing Funds.

Mr. Warren called the Council's attention to an article taken out of Public Management Magazine, February, 1981 issue outlining some innovative revenue sources.

Mr. Warren reported on the property insurance. The City's property insurance policies expired March 31, 1981. The League of Oregon Cities is now forming a pool to insure property for cities which will mean a substantial savings for the City. The City's property insurance has been extended for a short time until the League insurance is available. The next step in saving on insurance costs would be self-insured.

Motion: Gano-Halstead to pool with the League of Oregon Cities to obtain the same property insurance for approximately \$2,798.00. Carried unanimously.

New Business:

Mr. Warren reported on the Mayor's Task Force with a suggestion for 10 goals: 1) Current and future neighborhood beautification; 2) Rerouting of traffic around the downtown area; the traffic plan; 3) Downtown beautification and reconstruction; 4) Improved sewer plant; 5) That the City have a theme; suggested was the old fashioned bike as used by the Old Fashioned Days Committee; 6) New civic center; 7) An improved economic base; 8) A new tax base for the City; 9) Community involvement; 10) Have a volunteer awareness month where volunteers for different departments in the City are recognized for their contributions.

Mr. Warren presented a letter that will be printed responding to comments he has heard on the 1981-1982 proposed budget to date.

A hearing at the Capitol on post review by Land Conservation and Development Commission was announced. Mr. Stu Harris, 1209 N. Springbrook objected to the Council's negative views of LCDC.

Publicizing of the 1981-1982 budget was discussed with various Council members designating which organizations they would contact.

Resolution 81-889 supporting President Reagan's economic program was read. Motion: Tucker-Rementeria to adopt the Resolution. Carried 1 nay - Halstead. Motion: Rementeria-Grobey that a copy of the resolution be sent to State and Federal legislators and to the Home Builders Association. Carried with one nay - Halstead.

Motion: Gano-Halstead to read Ordinance No. 2050 declaring Cities election to receive state revenues. Motion carried. The ordinance was then read. Roll Call: Aye - 8, DeMay, Gano, Grobey, Halstead, McIntosh, Probst, Rementeria, Tucker. Nay 0. The Mayor then declared the ordinance passed.

Motion: DeMay-Gano to read Ordinance No. 2051 amending Ordinance No. 1740. Carried with one nay - Tucker. The ordinance was then read. The Council discussed that section of the ordinance concerning charges for storm sewer fees. Motion: Gano-Halstead to return the ordinance to committee. Aye 1 - Halstead. 7 nays. Motion failed. Motion: Grobey-Gano to amend section 11B to read as follows: In addition to the foregoing charges there shall be added a development charge for storm sewers

to be computed at a rate of $\frac{1}{2}$ cent per square foot for all new buildings plus $\frac{1}{2}$ cent per square foot of the total land area not to exceed 25,000 square feet provided that alterations which do not increase the floor area of the structure are exempt. Motion carried. Roll call on the amended ordinance: Aye - 8, DeMay, Gano, Grobey, Halstead, McIntosh, Probst, Rementeria, Tucker. Nay 0. The Mayor then declared the ordinance passed.

The Mayor appointed the following people to committees and commissions: Scott Canfield - Citizens Involvement Advisory Committee; John Poet - Planning Commission; Arthur Heem, Sr. -- Traffic Safety Commission. Motion: Gano-DeMay to approve the Mayor's appointments. 1 Nay - Rementeria. Motion passed.

Motion: Probst-Gano to adjourn. Carried unanimously.

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Motion: Gano-Halstead to read Ordinance No. 2048 declaring Cities election to receive state revenues. Motion carried. The ordinance was then read. Roll Call: Aye - 8, DeMay, Gano, Grobey, Halstead, McIntosh, Probst, Rementeria, Tucker. Nay 0. The Mayor then declared the ordinance passed.

Motion: DeMay-Gano to read Ordinance No. 2049 amending Ordinance No. 1740. Carried with one nay - Tucker. The ordinance was then read. The Council discussed that section of the ordinance concerning charges for storm sewer fees. Motion: Gano-Halstead to return the ordinance to committee. Aye 1 - Halstead. 7 nays. Motion failed. Motion: Grobey-Gano to amend section 11B to read as follows: In addition to the foregoing charges there shall be added a development charge for storm sewers

to be computed at a rate of $\frac{1}{2}$ cent per square foot for all new buildings plus $\frac{1}{2}$ cent per square foot of the total land area not to exceed 25,000 square feet provided that alterations which do not increase the floor area of the structure are exempt. Motion carried. Roll call on the amended ordinance: Aye - 8, DeMay, Gano, Grobey, Halstead, McIntosh, Probst, Rementeria, Tucker. Nay 0. The Mayor then declared the ordinance passed.

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Motion: Probst-Gano to adjourn. Carried unanimously.

Tuesday, 6:00 P.M.

April 21, 1981

A SPECIAL MEETING OF
OF THE CITY COUNCIL

Council Chambers

Newberg, Oregon

The meeting was called to order by Mayor Elvern Hall. Mayor Hall stated the purpose of the meeting is to consider withdrawal from voter consideration on May 19, 1981 Ballot Measure Number 53; the second "B" Ballot.

Roll Call:

Present - Maybelle DeMay
 Roger Gano
 Harold Grobey
 C. Eldon McIntosh

Quentin Probst
Richard Rementeria
Tom Tucker

Absent - Alan Halstead

Staff Present - Michael Warren, City Administrator
 Arvilla Page, City Recorder

Mr. Warren stated the second "B" Ballot for street improvement purposes is much needed. However, it may cause confusion with the voters. The options would be to come back with the same measure or a one year or more serial levy for the same purpose and different amount. This could be done in September or November. This year's construction season will be lost. It would be best to withdraw this measure for now in order not to jeopardize the all important "A" and first "B" levies.

Motion: Grobey-Gano that the second "B" Ballot be removed from consideration by the voters on May 19, 1981. Carried unanimously. Halstead absent.

Motion: DeMay-McIntosh to adjourn. Carried unanimously.

Tuesday, 6:00 P.M.

April 21, 1981

A SPECIAL MEETING
OF THE CITY COUNCIL

Council Chambers

Newberg, Oregon

The meeting was called to order by Mayor Elvern Hall. Mayor Hall stated the purpose of the meeting is to consider withdrawal from voter consideration on May 19, 1981 Ballot Measure Number 53; the second "B" Ballot.

Roll Call:

Present - Maybelle DeMay
Roger Gano
Harold Grobey
C. Eldon McIntosh

Quentin Probst
Richard Rementeria
Tom Tucker

Absent - Alan Halstead

Staff Present - Michael Warren, City Administrator
Arvilla Page, City Recorder

Mr. Warren stated the second "B" Ballot for street improvement purposes is much needed. However, it may cause confusion with the voters. The options would be to come back with the same measure or a one year or more serial levy for the same purpose and different amount. This could be done in September or November. This year's construction season will be lost. It would be best to withdraw this measure for now in order not to jeopardize the all important "A" and first "B" levies.

Motion: Grobey-Gano that the second "B" Ballot be removed from consideration by the voters on May 19, 1981. Carried unanimously. Halstead absent.

Motion: DeMay-McIntosh to adjourn. Carried unanimously.

MEMO

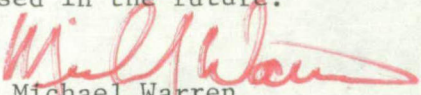
TO: City Council
FROM: City Administrator
SUBJECT: Street Tree Ordinance

DATE: April 29, 1981

Attached is a memorandum from the Public Works Director and a proposed Ordinance from the Tree People. The Public Works Director Planning Director and myself have been working diligently with the Tree People in order to resolve the questions of who will own the trees, who will maintain the trees, who will water the trees, who is liable for the trees, what street trees are acceptable for Newberg, etc.

I believe that a good street ordinance is necessary for the City of Newberg and I feel that with the enthusiasm behind the Tree People we can capitalize on placing some trees in the downtown area. I do not feel comfortable with the ordinance at this time and would like to have another month before coming back to the City Council with something that we have worked out amongst the staff and also run by the Tree People.

In the mean time the Tree People, who will be here tonight, would like to propose placing four street trees in the downtown area. I feel that this would be a good idea in that it would give us a chance and see how the trees are accepted, how they look and how the watering will be done. However, as I stipulated to the Tree People individually, it must be under the understanding that if the City is to own trees and be responsible for them then the future of the four trees will be in accordance with an ordinance that will be devised in the future.


Michael Warren
City Administrator

MW/bjm

Enc.

IVA

page

MEMORANDUM
28 April 1981

TO: Mike Warren
FROM: Bob Sanders *BS*
RE: Street Tree Species

I have reviewed the 6 proposed species of street trees with the City Forester in Portland.

Only two of the proposed trees appear to be acceptable; the weeping cherry and the Japanese red pine. The others are all large trees and will need to be replaced in a very short time as they become root bound.

Since the City will eventually be responsible for the trees, I feel that the species selected should offer a long life, hence releasing the City of the task of replacing the trees in 2-5 years.

The following list of trees would be more appropriate for our situation.

1. Columbia Queen Mt. Ash
2. Autumnalis Cherry
3. Prunus Padus Alberti (Cherry)
4. Prunus Padus Berg (Cherry)
5. Columnar Siberian Crab
6. Profusion Crab
7. Pyramidal Hawthorne
8. Pyramidal European Hornbeam
9. Chanticleer Flowering Pear
10. Pissardi Plum
11. Thundercloud Plum
12. Krauter's Vesuvius Plum

As I mentioned to you I would suggest we prepare an ordinance which deals with the regulation of care, placement and replacement of trees over the long term with special attention to trees that will be added in the future.

ORDINANCE NO. _____

An Ordinance for establishing a procedure for the placement and replacement of containers and trees in the downtown area.

Whereas, the City of Newberg is undertaking a street beautification program in the downtown area of Newberg. The trees and containers were contributed by various organizations of the City, and, therefore, a policy should be adopted to provide funds to pay for the removal of existing trees and to purchase and install replacement trees; now, therefore,

The City of Newberg ordains as follows:

Section 1. Placement and Maintenance

- (a) Containers shall be located at sites approved by the City with concurrence of the property owners.
- (b) Annual pruning maintenance of the trees shall be performed by the Chehalem Park & Recreation District.

Section 2. Construction Activities

- (a) Property owners who are building, remodeling, or conducting other activities on their property which would require the relocation of containers either temporarily or permanently shall pay the cost of removal, and all related labor costs.
 - (1) Any tree costs resulting from City activities that damage, destroy, or cause the relocation of trees shall be paid by the City.

Section 3. Tree and Container Damage

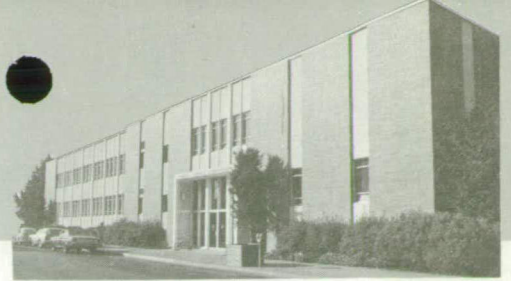
- (a) Any individual who intentionally or accidentally damages or destroys a tree or container shall be liable for the repair or replacement of such containers or tree.
- (b) The value of the container shall be the actual repair or replacement value of a like container and all related labor costs associated with removal and replacement.
- (c) The value of the trees shall be established by reference to the guidelines established by the International Shade

Tree Conference, Inc. The Public Works Director will make the appraisal. Value shall be the replacement cost of the tree at the date of its destruction. Whether or not a mature replacement tree of the same age and size as the destroyed tree is available shall have no bearing on the appraisal.

- (d) The decision of the Public Works Director as to the kind, size, and location of the replacement tree or container and all costs incurred in the removal and replacement, including labor expenses, based upon the time required to complete the work is final unless appealed through the City Administrator to the Council within 30 days.

YAMHILL COUNTY

Oregon



DEPARTMENT OF PLANNING &
DEVELOPMENT

April 22, 1981

Mike Warren, City Administrator
City Hall
City of Newberg
Newberg, OR 97132

RECEIVED

APR 23 1981

CITY OF NEWBERG, ORE
OFFICE OF RECORDER

Re: Dayton Avenue Bikeway

Dear Mr. Warren:

Thank you for your assistance in helping to clear the confusion regarding the Dayton Avenue Bikeway project. It appears that there has been some misunderstanding or at least problems with communication between the County staff and some of the property owners. I can readily appreciate Mr. Gano's concerns and feel that those expressed by him in his representation of the property owners can effectively be resolved.

To that end perhaps a meeting with the City Council would prove beneficial to help clear the air. We plan to continue our negotiations with Mr. Waide and to try and clarify the easement situation with he and his wife.

I hope that the City can appreciate the counties need to resolve these difficulties as soon as possible, in order that we may proceed with the project in a timely manner.

We are at the point where I need to discuss the various problems and opportunities with the Board of Commissioners. At minimum I propose that we stake the proposed cuts within the easement area on Mr. Waide's property, and prepare some cross-sections of that location to illustrate the effects of the change, in this vein we would continue the right-of-way negotiation.

Again, thank you very much for your assistance in this matter, if possible I would appreciate the opportunity to address the City Council on this project at the May 4, 1981 meeting.

Sincerely yours,

Bill Campbell

Bill Campbell
Senior Planner

BC:vs

cc: Robin Hamblet, Board of Commissioners
Roger Gano, Newberg City Councilman, Gill Gille, Office Engr.

Courthouse

McMinnville, Oregon 97128

Telephone 472-9371

IV c

RECEIVED

APR 28 1981

CITY OF NEWBERG, ORE
OFFICE OF RECORDER

April 24, 1981

City Councilmembers
Newberg, Oregon

We wish to extend our appreciation to you for your thoughtful consideration in not upzoning the parcel where we live. We are buying our older, well-maintained home at 110 West Fifth Street. We were very concerned when this parcel was proposed for upzoning.

We are personally thankful for the democratic process & thankful that you were sensitive to the wishes of the majority of

IV D

the people in this area.

Respectfully -
Dale & Debbie Fessenden
110 West Fifth St.
Newberg, Oregon
97132

IV D

1404 Hoskins Street
Newberg, Oregon 97132
April 6, 1981

Members of the City Council
City Hall
Newberg, Oregon 97132

Dear Members of the Council:

I am concerned about the rezoning of a parcel of land north of Mountainview Drive and immediately west and east of Zimari.

I would like to see this parcel zoned R-1, as is the land west of it. But if developers are pressing the city and the city is determined to have an R-2 zoning, I have this suggestion:

Divide this parcel into two zones. On the south side of the parcel, which abuts Mountainview Drive, zone a strip as R-2. But designate the northern part as R-1, low density, for single-family dwellings.

Please do what you can to avoid urban sprawl. Be careful in zoning agricultural land outside the city. Try to preserve productive land and save the beauty of this valley for posterity.

I appreciate the efforts of the city manager and the new city council in trying to control growth and regulate building.

Sincerely,

Lucille Adams

Lucille Adams

April 23, 1981

RECEIVED

APR 29 1981

CITY OF NEWBERG, ORE
OFFICE OF RECORDER

City of Newberg
414 E. First Street
Newberg, Oregon 97132

Dear Sirs:

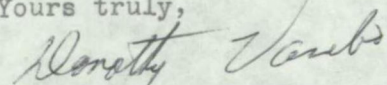
This letter is in reference to your appeal notice for a building permit of a 10 plex located at the S. W. Corner of Walnut Street and Deborah Road.

After looking at this piece of property more than one time, I can not imagine how any one would consider or allow 10 units to be built on this property, even a four plex would be ample.

This 10-plex affords no room for parking cars, or for children to play. The streets would be the only escape for parking cars and children, and this is indeed unfair to people living around the complex.

I fully believe the decision of denial by your letter of March 31, 1981 should stand with no further questions in regards to this property.

Yours truly,



Mrs Dorothy Lichtenthaler Vanebo
for Maude Lichtenthaler
2811 Portland Road
Newberg, Oregon 97132

April 15, 1981
1717 Cedar
Newberg OR

Mayor Elvern Hall,

Due to my family's move to
Rifton, New York, in the fall and the
necessary arrangements needing to be
made, I hereby submit my resignation
for Newberg Planning Commission as per
April 21, 1981. I would like to have
the April 20th meeting considered my
last commitment.

I wish to thank you for
appointing me, I have thoroughly enjoyed
serving Newberg in this position. I also
want to thank Clay Morehead for all
the work he does in making sure
the Commission is well informed. He's
been extremely helpful.

I know of one man, Frank Bowlby
3000 Lindquist Ct. 538-6282, who is
interested in Planning. I've talked to
him and suggested that he fill out
a letter of interest.

Thank you again for all your
help.

Rebecca A. Piros

ANTHONY (TONY) MEEKER
YAMHILL COUNTY
DISTRICT 15

REPLY TO ADDRESS INDICATED:

- ☐ Senate Chamber
Salem, Oregon 97310
☐ P.O. Box 326
Amity, Oregon 97101



ASSISTANT MINORITY LEADER

COMMITTEES

Member:
Governmental Activities
Government Operations
Ways and Means

OREGON STATE SENATE
SALEM, OREGON
97310

RECEIVED

APR 20 1981

April 16, 1981

CITY OF NEWBERG, ORE,
OFFICE OF RECORDER

E. Hall

Arvilla Page
City of Newberg
414 East First St.
Newberg, OR 97132

Dear Arvilla;

Thank you for sending me a copy of Resolution No. 81-849
which was made by the Newberg City Council on April 13, 1981.

Please extend my congratulations to the Council for
their action in support of President Reagan.

Yours truly,

Tony

Anthony "Tony" Meeker
State Senator

AM:ss

This tells about the fair. Things are going smoothly. We are getting a good exposure.

Diane E. Raines

310 S. River St.
Newberg, OR. 97132
538-1002

Country Comfort



Sherri Baker
Rt. 2 Box 111 A2
Newberg, OR. 97132
538-6042

Crafts Fair

Philosophy - The purpose of Country Comfort open air market is to provide a meeting place for craftspeople, growers, cooks and families who want to show and sell their own works and wares. All vendors must stand behind their products.

Season - From May 8th through September 27th. Friday - 1:00 to 6:00, Saturday and Sunday - 11:00 to 6:00. Every weekend rain or shine.

Site - Newberg Bowl parking lot. 1003 E. 1st Street, corner of 99W and River Street.

Booth space - The booth space will be 8 feet by 8 feet. All vendors must supply their own booth, tables, shelves, etc. Booths should be safe and sturdy enough to withstand wind and rain. Roofs must be securely fastened down, overhangs must be at least 7 feet high. (Some booths can be provided for). NO selling from cars or trucks.

Fee - \$8.00 per day, \$15.00 for two days and \$20.00 for three days.

Food vendors - You must be approved by the management and have a food handlers permit and license.

Setup time - All booths must be set up one hour before opening and expected to stay at least one hour after closing. Cleaning up is EXPECTED.

Insurance - The market has liability only. There is no coverage on goods damaged or stolen, so please look out for one another.

The success of this market depends on all of us working together, so let's give it our best shot.

REGISTRATION FORM

Name _____

Address _____

City _____ Phone _____

No. of days _____ \$8.00 _____ \$15.00 _____ \$20.00

Type of merchandise _____

MEMO

TO: City Council
FROM: City Administrator
SUBJECT: Public Hearings

DATE: April 30, 1981

The attached memorandum from the Planning Director indicates a Public Hearing is to be held on a vacation of a portion of Franklin Street and a Public Hearing for the PUD project by Free Methodist Church. The Public Hearing should be held and is recommended by Staff that concurrence with requests be upheld.

The design review matter needs more preparation by staff in explaining the detail of design review and gathering additional information from the Citizens, we will come back to the City Council on this matter after spending more time on it.

Michael Warren
City Administrator

MW/bjm

Enc.

V

A & B

MEMORANDUM
29 April 1981

TO: Mike Warren, City Administrator
FROM: Clay Moorhead, City Planner
RE: Council Agenda Items

1. Vacation of a portion of Franklin Street. As can be seen from the attached map, the portion of Franklin Street proposed for vacation does not serve any useful purpose. In fact, it appears that there is an existing residential structure which is partially built within this area. No objections were received from any of the affected utilities or the Southern Pacific Transportation Co. Staff recommends that the Council approve the subject vacation.

2. PUD-1-81/Free Methodist Church. The primary hearing authority for reviewing planned unit developments is the Planning Commission. On April 21, 1981 the Newberg Planning Commission did review the request by the Free Methodist Church for a planned unit development on an 8+ acre parcel. At that time the Planning Commission found that the planned unit development is consistent with the City ordinances and policies. Planning Commission approved the planned unit development subject to the adoption of this ordinance by the City Council. The findings for approval and conditions relating to the planned unit development are attached. The primary reason why this matter comes before the Council is that a PUD is defined as a sub-district within our Zoning Ordinance, the symbols of which must be indicated upon the Zoning Map. To alter the Zoning Map in order to place a PUD sub-district upon it requires adoption of an ordinance by the Newberg City Council. Again, the Planning Commission has recommended approval of the project as proposed with the inclusion of the attached conditions.

3. Design Review. On April 21, 1981 the Newberg Planning Commission reviewed a proposed ordinance relating to Design Review. After a lengthy discussion relating to this matter, input from the staff and interested persons from the audience, the Planning Commission went into deliberation. At that time only 6 members of the 9 member Commission were present. As can be seen from the minutes relating to this meeting, several motions were made relating to the approval or denial of the ordinance. The final motion of the Commission was a motion to approve the ordinance which ended up in a tie vote. A tie vote in this type of procedure would mean that the motion has failed, and therefore, no formal recommendation has thus been made from the Planning Commission to the Council on this matter. Through the hearing process it also became apparent that there is a desire and a need to further determine the attitudes of the Newberg area residents relating to this matter. In addition, examples should be prepared on what the ordinance is proposed to accomplish versus what our existing ordinances can require presently. For these reasons staff would recommend that this matter be tabled until further study can be completed relating to the ordinance.

V A & B

NOTICE OF STREET VACATION

NOTICE IS HEREBY GIVEN That a public hearing will be held by the City Council of the City of Newberg, Oregon, on Monday,
May 4, 1981, at the hour of 7:30 P.M. in the Council Chambers, City Hall, Newberg, Oregon, on the application to vacate the following street in the City of Newberg:

That certain platted street, being named Franklin Street, abutting and extending west from Washington Street to the Southern Pacific Railroad right-of-way, being a distance of approximately 50 feet, Newberg, OR.

Said proposed vacation was initiated by the Newberg City Council on April 2, 1981, as outlined in Oregon Revised Statutes 271.130.

Any person wishing to speak for or against the proposed street vacation may do so in person or by attorney at the public hearing. Also, written objections may be filed with the City Recorder, City Hall, Newberg, Oregon, at any time prior to the scheduled public hearing.

Arvilla Page
City Recorder

Publish: April 8, 15, 22, and 29, 1981

ORDINANCE NO.

WHEREAS, The City Council of Newberg has initiated a vacation proceeding as authorized by ORS 271.130, and

WHEREAS, Notice being given of a public hearing having been held on Monday, May 4, 1981, to hear and consider any written objections or remonstrances to the aforesaid vacation, and

WHEREAS, The owner who abuts the street that is to be vacated has given their consent to this vacation and there being no other objections in writing from owners of property in the affected area of this vacation, and

WHEREAS, The City Engineer has reviewed the application and certifies that there are no easements for utilities that conflict with this vacation, and

WHEREAS, The Council has duly considered such vacation and is now fully advised in the premise.

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

Section 1. That the following described road right-of-way in the City of Newberg, County of Yamhill, State of Oregon, being more particularly described as follows, to-wit:

That certain platted street 60 feet in width running East-West adjacent to Yamhill County Tax Lot No. 3218DC-9800, said street being Franklin Street abutting and extending West from Washington Street to the Southern Pacific Railroad right-of-way, being a distance of approximately 50 feet.

BE AND THE SAME IS VACATED.

Section 2. That the Recorder of the City of Newberg be and he hereby is directed to file for recording with the County Clerk and Ex-Officio Recorder of Conveyances of County of Yamhill, State of Oregon, a certified copy of this ordinance and a plat of said street so vacated, and he is further directed to file a copy and plat with the Surveyor and the Assessor of said Yamhill County, Oregon, respectively.

Section 3. That the title to the real property included within said street hereby vacated shall attach to the property abutting on said street in accordance with the provisions of ORS 271.140.

PASSED by the Council this 4th day of May, 1981 by the following votes:

AYES:

NAYS:

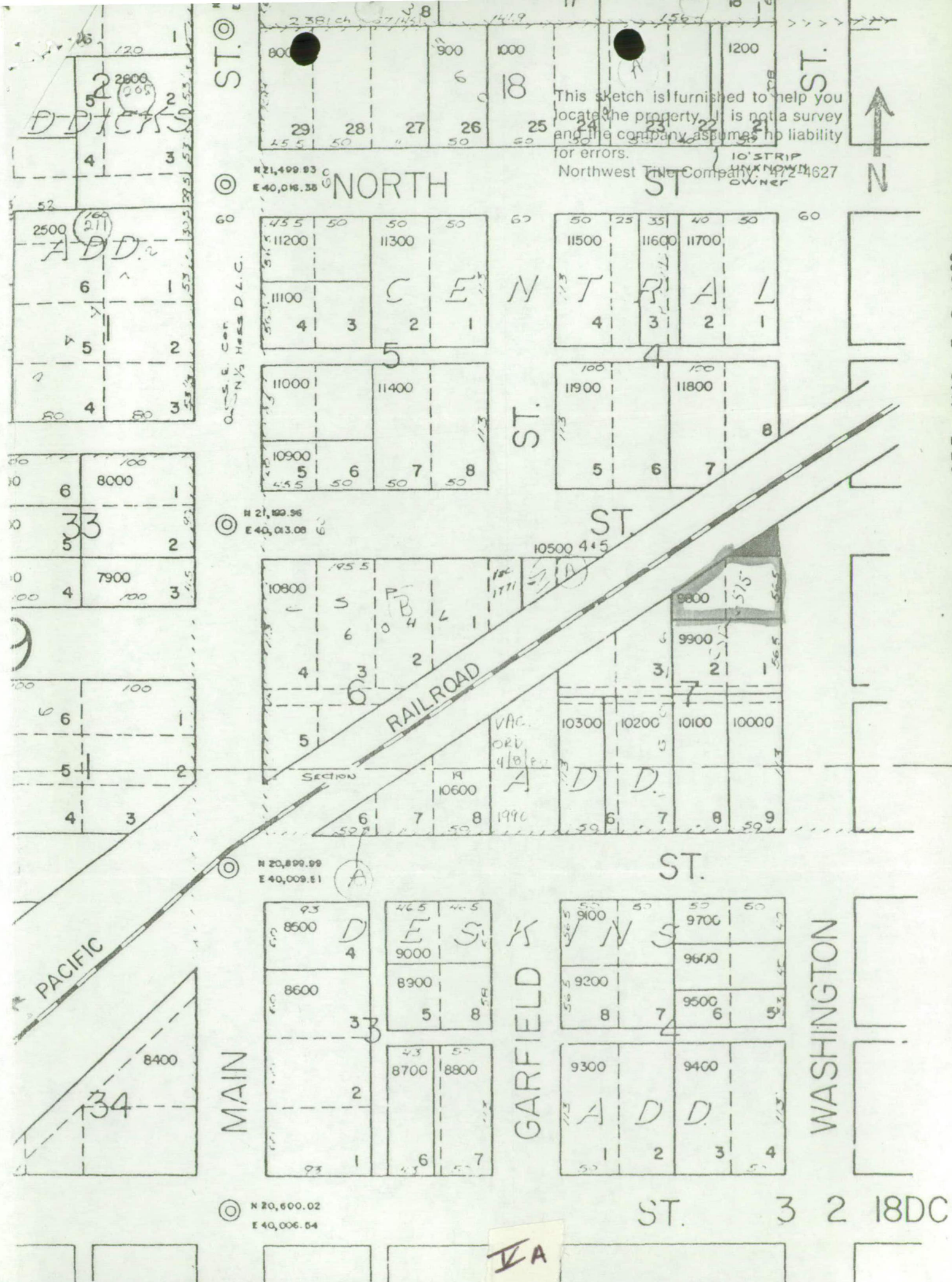
ABSENT:

Arvilla Page - Recorder

APPROVED by the Mayor this 4th day of May, 1981.

Elvern Hall - Mayor

V A



NOTICE OF A PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Planning Commission of the City of Newberg will hold a Public Hearing on Tuesday, April 21, 1981 beginning at 7:00 P.M. in the Council Chambers, City Hall, Newberg, Oregon, to consider the following:

Applicant: Oregon Conference Free Methodist Church/John Poet, Agent
Request: Creation of a planned unit development consisting of 62 units on 62 lots located on 8 acres currently zoned R-2 (Medium Density Residential). This development is proposed to have private and public streets.
Location: Between Crestview Drive and College Park, east of the Free Methodist Church
Tax Lot: 3217BC-1100 File No. PUD-1-81

The Newberg City Council will hold a public hearing on this matter on May 4, 1981 at 7:30 P.M. in the Council Chambers, 414 E. First St., Newberg, Oregon.

Any person wishing to speak for or against the above proposal may do so in person or by attorney at the time and place stated above. Also, written testimony will be received at 414 East First Street, Newberg, Oregon, prior to the hearing.

For further information or if you wish to review the file, contact the Planning Department, City Hall, 414 East First Street, Newberg, Oregon.

Arvilla Page
Recorder

Publish: April 8, 15

V B

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 1968 OF THE CITY OF NEWBERG RELATING TO THE ZONING REGULATIONS, PASSED AND APPROVED JULY 3, 1979, AS AMENDED BY AMENDING THE ZONING MAP REFERRED TO IN SECTION 900 THEREOF, TO PLACE A SUB-DISTRICT OF PLANNED UNIT DEVELOPMENT ON A CERTAIN LOT.

WHEREAS, The applicant, Free Methodist Church, has filed an application for a change of Yamhill County Tax Lot No. 3217BC-1100 which is located south of Crestview Drive and north of College Park Subdivision, within the City of Newberg, and

WHEREAS, The parcel is presently zoned for medium density residential (R-2) uses, and

WHEREAS, The Comprehensive Plan designates the property for medium density residential uses, and

WHEREAS, The City Planner did recommend to the Planning Commission at its meeting on April 21, 1981, that the application should be approved, and

WHEREAS, The Newberg Planning Commission held a public hearing at its April 21, 1981 meeting and, after due consideration, does recommend to the Council that the change be allowed and recommends the adoption of the findings of fact and 11 conditions of approval as hereby attached and referenced as Exhibit A, and

WHEREAS, The City Council held a public hearing on May 4, 1981.

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

Section 1. The City Council adopts the findings of fact and conditions recommended by the Planning Commission as presented to the City Council, which is hereby attached and made a part of this ordinance as Exhibit A.

Section 2. Ordinance No. 1968 as amended is further amended to change certain boundaries on the zoning map referred to in Section 900, thereof, by placing the sub-district classification of Planned Unit Development as pertains to the following described real property, an outline of which is attached as Exhibit B:

Yamhill County Tax Lot No. 3217BC-1100

PASSED by the Council this 4th day of May, 1981 by the following votes:

AYES:

NAYS:

ABSENT:

Arvilla Page - Recorder

APPROVED by the Mayor this 4th day of May, 1981.

Elvern Hall-Mayor

VB

PUD-1-81
FINDINGS & CONDITIONS

FINDINGS:

1. The subject property carries a Newberg Comprehensive Plan designation of medium density residential and is implemented by the R-2 (medium density residential) zoning district. The subject property contains approximately 8 acres. The applicant's are proposing to create a 62 lot subdivision/pud for elderly residents.
2. The Newberg Zoning Ordinance permits planned unit developments as an outright permitted use within the R-2 (medium density residential) zone. The planned unit development ordinance would permit 310 density points per gross acre within the development. Under the planned unit development process the maximum number of density points that could be used on the site would be 2480. The applicant's have indicated on Page 6 of their narrative that they are proposing 8 one bedroom units, 36 two bedroom units and 18 three bedroom units. The applicants have demonstrated that the proposed development falls within the density points as permitted within the PUD ordinance. In total the applicants are proposing to utilize 1372 density points which is slightly more than half of the permitted density within the proposed development using this process.
3. The primary purpose why the applicants are utilizing less density than what is permitted is because all the units are proposed to be single story structures which places limitations upon the site using the standard lot and building coverage requirements.
4. The applicants have indicated that the development will conform to the lot and building coverage requirements of the Newberg Zoning Ordinance. This is found on page 7 of their narrative and conforms to the lot, parking and outdoor living area coverage requirements, section 496 of the Newberg Zoning Ordinance.
5. The subject request was referred to all City departments, Chehalem Park and Recreation District, Newberg School District, N.W. Natural Gas, Portland General Electric and General Telephone. Portland General Electric has requested 5 ft. utility easements on all front lot lines on Aldersgate Lane and 10 ft. utility easements on all front lot lines on all private streets within the development. The Newberg School District has indicated that this proposed area of town is at the maximum distance from two existing and one proposed elementary school. They further indicated that this type of development would be ideal from the district point of view as the development would have no children to serve. City Finance Department has indicated that no private streets will have to be addressed and coordinated between the City of Newberg and the postal service. The Newberg Police Department has indicated that they have no conflict relating to the development but they do anticipate that this will impact the traffic conditions within the area. No further responses were received relating to this matter as of the writing of this report.
6. The subject site is relatively flat and is located abutting and directly south of Crestview Drive. Adjoining the property to the west is a 7 acre site containing the Free Methodist Church. To the south are single family, standard lots within a development known as College Park Subdivision. To the east are single family sites containing larger acreages and to the north is the proposed Coppergold development.

7. Applicant's are proposing to extend Aldersgate Lane and Park Lane as publically dedicated standard streets. All other roadways within the development, crafts and community center and sidewalks will be placed under a common association of property owners who will maintain them. The private street system is proposed to be 30 feet in width with a sidewalk on one side with the exception of the center drive which will have sidewalks on both sides, (review the tentative plot plan for Crestview Manor) where the residents within the planned unit development may congregate.

8. The applicants have proposed a preliminary street tree planting schedule for the development. The development is proposed to have street trees planted approximately every 30 feet on both sides of the roadways. The site plan appears to be in conformance with the applicable City ordinances relating to the planned unit development and standard building requirements with the exception that in several locations within the private area, the garages are located closer than 20 feet to the front property line. It is essential that a minimum of 20 feet be established for on site parking purposes between the roadways and the garage area. These corrections should be made prior to final plat approval. Secondly, within the private area the applicants have indicated a standard front yard setback of 10 feet where 15 feet would normally be required. Through the planned unit development process the Planning Commission does have the ability to approve general modifications relating to height, yards, areas, lot width, frontage, depth and coverage, number of off-street parking spaces and setbacks. A determination would be necessary by the Planning Commission that this alteration is acceptable.

9. The private streets are proposed to have no on-street parking. Because of this fact, parking spaces have been established in conjunction with the community facility. The Engineering Department has reviewed these plans and have found that, if a private street network is to be established, the street must be fully maintained through a working property association. Maintenance would include sweeping and cleaning out the streets and storm sewers as well as accumulating an annual or semi-annual payment for the eventual repairs necessary for such a street system.

CONDITIONS:

1. All roadways, sewer, water, fire hydrants, utility easements, storm drainage and any other such use found to be essential to the development of the subdivision shall be designed, constructed and installed to meet City improvement specifications on all public improvements. The installation of all private improvements constructed and installed within the development shall be subject to approval of the design and specifications by the Newberg City Engineer.

2. A detailed drainage plan for the entire site must be prepared and submitted to staff for review and approval prior to submission of the final plat of the subdivision. The drainage plan shall indicate that all lots will have positive drainage out to the roadway systems or shall otherwise flow within a drainage easement within the development.

3. All service utilities must be installed underground.

4. Approved fire protection facilities are to be provided to comply with the requirements of the Newberg Fire Department.

V B

5. The applicants shall dedicate additional land in the amount of 10 feet bordering and abutting Crestview Street for the entire width of the subject property. The applicants shall be required to provide a half-street road and sidewalk improvement along Crestview as part of this development. In addition, the half-street of Park Lane shall also be developed in conjunction with this proposal.
6. The planned unit development shall not exceed the density allocation points as established through the application relating to this development.
7. All attached, single-family homes must conform to the rules and exceptions governing single-family attached dwelling units, Section 492 of the Newberg Zoning Ordinance. In addition, the side-yard setbacks shall be 5 feet and shall otherwise not be less than 10 feet between buildings. All front and rear yard setback requirements shall conform to the requirements of the Newberg Zoning Ordinance with the exception that the front yard of any lot abutting a private roadway system shall not be less than 10 feet in depth.
8. There shall be provided at least 20 feet of driveway, accessway or maneuvering space from the property line to the foremost point of a garage.
9. Final plans for landscaping and the final plat for the development shall be in compliance with the intent and design of the preliminary plan. The species of street trees that will be placed within the development shall be subject to staff review prior to final plat approval. The street trees shall be of such a species as not to provide for hazardous conditions relating to any public or private improvement within the development over the life of the tree.
10. All lands within the private common way area which are not covered by streets, walkways or buildings shall be landscaped, the design of which shall be presented on the final landscape plan and submitted to staff for approval prior to final plat approval.
11. Street names for all private streets shall not conflict with existing street names and shall be subject to approval by the Planning Staff.

VB

MEMO

TO: City Council

DATE: April 30, 1981

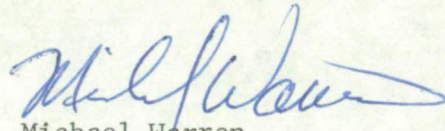
FROM: City Administrator

SUBJECT: Public Hearing on 81-82 City Budget

On April 14, 1981 the City Budget was published in the Newberg Graphic, a notice was also included advising the public that the budget may be inspected or obtained free of charge at City Hall, between the hours of 9 A.M. and 5 P.M.

Under Oregon State Law the City Council must hold a formal Public Hearing on the Budget. The Budget obviously cannot be adopted until after the ballot process, but the public hearing must be held. Adoption of the budget can be as late as the first meeting in July in order to determine the outcome of the ballot process.

It is suggested that tonight we hold a public hearing and answer any questions on the budget that the audience may have on this matter.



Michael Warren
City Administrator

MW/bjm

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NOTICE OF BUDGET HEARING

A meeting of the City Council will be held on Monday, May 4, 1981 at 7:30 P.M. at the City Hall. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 1981 as approved by the City of Newberg Budget Committee. The budget was published in the Newberg Graphic April 14, 1981. A copy of the budget may be inspected or obtained free of charge at City Hall between the hours of 9 A.M. and 5 P.M. The budget was prepared on a basis of accounting consistent with the basis of accounting used during the preceding year.

Yamhill Count, Newberg, Oregon

Arvilla Page
Finance Officer

Publish April 17, 1981

A meeting of the City Council Governing Body will be held on May 4, 19 81
 at 7:30 ~~xxx~~ p.m. at the City Hall. The purpose of this meeting is to discuss the budget

for the fiscal year beginning July 1, 19 81 as approved by the City of Newberg
Municipal Corporation

Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained free of charge at City Hall between the hours of 9 A.M. and 5 P.M.

The budget was prepared on a basis of accounting ☒ consistent ☐ ~~not consistent~~ with the basis of accounting used during the preceding year. Major changes, if any, and their effect on the budget, are explained below.

Yamhill, Newberg, Oregon Arvilla Page
(County) (City) (Date) (Chairperson of Governing Body)
Finance Officer

FINANCIAL SUMMARY

		ADOPTED BUDGET This Year 1980-81	APPROVED BUDGET Next Year 1981-82
ANTICIPATED REQUIREMENTS	Total Personal Services	3,626,035	4,534,857
	Total Materials and Services	3,250,066	2,890,852
	Total Capital Outlay	7,434,854	3,194,262
	Total All Other Expenditures and Requirements	4,798,355	3,965,117
	TOTAL ANTICIPATED REQUIREMENTS	19,109,310	14,585,088
ANTICIPATED REVENUES	Total Revenues Except Property Taxes	18,395,461	12,919,031
	Total Property Taxes Required to Balance Budget	713,849	1,666,057
	TOTAL ANTICIPATED REVENUES	19,109,310	14,585,088
ANTICIPATED TAX LEVY	Total Property Taxes Required to Balance Budget	713,849	1,666,057
	Plus: Estimated Property Taxes Not to Be Received	71,463	158,567
	TOTAL PROPERTY TAX LEVY	785,312	1,824,624
TAX LEVIES PARTIALLY FUNDED BY STATE OF OREGON	Levy Within Tax Base	111,544	118,373
	One-Year Special Levy Outside Tax Base	353,359	376,612
	Serial Levies	35,000	35,000
	TOTAL PROPERTY TAX TO BE PARTIALLY FUNDED BY STATE OF OREGON	499,903	529,985
TAX LEVIES TOTALLY FUNDED BY LOCAL TAXPAYERS	One-Year Special Levy Outside Tax Base	0	517,210
	Serial Levies	0	0
	Levy for Payment of Bonded Debt	285,369	777,429
	TOTAL PROPERTY TAX TO BE TOTALLY FUNDED BY LOCAL TAXPAYERS	285,369	1,294,639

STATEMENT OF INDEBTEDNESS

DEBT OUTSTANDING		DEBT AUTHORIZED, NOT INCURRED	
☐ NONE	☒ AS SUMMARIZED BELOW	☒ NONE	☐ AS SUMMARIZED BELOW

PUBLISH TABLE BELOW ONLY IF COMPLETED

TYPE OF DEBT	DEBT OUTSTANDING		DEBT AUTHORIZED, NOT INCURRED	
	This Year as of July 1-80	Next Year as of July 1-81	This Year as of July 1-80	Next Year as of July 1-81
Bonds	8,083,000	8,913,476	0	0
Interest-Bearing Warrants				
Short-Term Note	820,502	341,000	0	0
(other)				
TOTAL INDEBTEDNESS	8,903,502	9,254,476		

FUNDS REQUIRING A PROPERTY TAX TO BE LEVIED

	ACTUAL DATA LAST YEAR	ADOPTED BUDGET THIS YEAR 80-81	APPROVED BUDGET NEXT YEAR 81-82
<u>BONDED DEBT FUND</u>			
Total Capital Outlay-Bonds & Interest	229,826	941,681	932,912
Total All Other Expenditures & Requirements	166,076	100,000	215,689
Total Expenditures & Requirements	395,902	1,041,681	1,148,601
Total Resources Except Property Taxes	193,935	782,280	438,808
Property Taxes Received	201,967		
Property Taxes Required To Balance		259,401	709,793
Estimated Property Taxes Not to be Received		25,968	67,636
Total Property Tax Levy		285,369	777,429
Levy For Payment of Bonded Debt		285,369	777,429
<u>STORM SEWER</u>			
Total Capital Outlay	123,038	70,581	57,970
Total All Other Expenditures & Requirements	16,857	10,000	10,000
Total Expenditures & Requirements	139,895	80,581	67,970
Total Resources Except Property Taxes	104,601	49,431	35,840
Property Taxes Received	35,294		
Property Taxes Required to Balance		31,150	32,130
Estimated Property Taxes Not to be Received		3,850	2,870
Total Property Tax Levy		35,000	35,000
Serial & Continuing Levy(Operating)		35,000	35,000
<u>STATE TAX STREET</u>			
Total Personal Services(Includes all Payroll Costs)	85,225	100,711	117,531
Total Material & Services	37,670	44,170	54,653
Total Capital Outlay	103,973	38,000	145,000
Total All Other Expenditures & Requirements	102,640	68,363	22,164
Total Expenditures & Requirements	329,508	251,244	339,348
Total Resources Except Property Taxes	329,508	251,244	227,348
Property Taxes Received	0		
Property Taxes Required to Balance		0	112,000
Estimated Property Taxes Not to be Received		0	10,673
Total Property Tax Levy		0	122,673
One-Year Special Levy Outside Tax Base		0	122,673
<u>GENERAL FUND</u>			
Total Personal Services(Includes all Payroll Costs)	950,382	1,181,212	1,378,220
Total Material & Services	259,717	310,026	434,322
Total Capital Outlay	16,400	12,373	38,460
Total All Other Expenditures & Requirements	260,700	85,131	110,500
Total Expenditures & Requirements	1,487,199	1,588,742	1,961,502
Total Resources Except Property Taxes	1,108,656	1,166,149	1,149,368
Property Taxes Received	378,543		
Property Taxes Required to Balance		422,593	812,134
Estimated Property Taxes Not to be Received		42,310	77,388
Total Property Tax Levy		464,903	889,522
Levy Within Tax Base		111,544	118,373
One-Year Special Levies Outside Tax Base		353,359	771,149

	ACTUAL DATA LAST YEAR	ADOPTED BUDGET THIS YEAR 80-81	APPROVED BUDGET NEXT YEAR 81-82
<u>NON DEPARTMENTAL-GENERAL FUND</u>			
Total Materials & Services	<u>2,092</u>	<u>500</u>	<u>500</u>
Total Non Departmental	2,092	500	500
<u>GENERAL GOVERNMENT-GENERAL FUND</u>			
Total Personal Services	940	1,170	1,170
Total Materials & Services	10,031	16,600	19,129
Total Capital Outlay	<u>0</u>	<u>350</u>	<u>3,862</u>
Total General Government	10,971	18,120	24,161
<u>MUNICIPAL COURT-GENERAL FUND</u>			
Total Personal Services	22,165	26,869	30,043
Total Materials & Services	<u>2,102</u>	<u>2,090</u>	<u>2,443</u>
Total Municipal Court	24,267	28,959	32,486
<u>ADMINISTRATION-GENERAL FUND</u>			
Total Personal Services	0	0	35,583
Total Materials & Services	<u>0</u>	<u>0</u>	<u>6,228</u>
Total Administration	0	0	41,811
<u>FINANCE-GENERAL FUND</u>			
Total Personal Services	35,767	51,287	48,668
Total Materials & Services	7,579	10,835	7,893
Total Capital Outlay	<u>232</u>	<u>925</u>	<u>0</u>
Total Finance	43,578	63,047	56,561
<u>LEGAL-GENERAL FUND</u>			
Total Personal Services	38,163	43,966	54,658
Total Materials & Services	4,077	4,975	6,791
Total Capital Outlay	<u>269</u>	<u>225</u>	<u>1,250</u>
Total Legal	42,509	49,166	62,699
<u>PLANNING-GENERAL FUND</u>			
Total Personal Services	28,446	33,982	50,257
Total Materials & Services	4,932	7,015	9,171
Total Capital Outlay	<u>116</u>	<u>415</u>	<u>250</u>
Total Planning	33,494	41,412	59,678
<u>POLICE-GENERAL FUND</u>			
Total Personal Services	486,149	616,293	695,088
Total Materials & Services	87,589	107,438	119,513
Total Capital Outlay	4,384	6,438	19,258
Total Transfers to Other Funds	<u>12,800</u>	<u>16,000</u>	<u>18,500</u>
Total Police	590,922	746,169	852,359
<u>FIRE-GENERAL FUND</u>			
Total Personal Services	155,166	179,784	203,861
Total Materials & Services	47,423	55,871	56,178
Total Capital Outlay	0	275	400
Total Transfers to Other Funds	<u>18,000</u>	<u>10,000</u>	<u>10,000</u>
Total Fire	220,589	245,930	270,439

	ACTUAL DATA LAST YEAR	ADOPTED BUDGET THIS YEAR 80-81	APPROVED BUDGET NEXT YEAR 81-82
<u>BUILDING INSPECTION-GENERAL FUND</u>			
Total Personal Services	75,957	95,965	106,355
Total Materials & Services	8,513	10,095	8,341
Total Capital Outlay	4,972	1,175	4,900
Total Building Inspection	89,442	107,235	119,596
<u>ENGINEERING-GENERAL FUND</u>			
Total Personal Services	85,226	91,713	105,285
Total Materials & Services	8,593	11,703	50,587
Total Capital Outlay	5,977	2,070	5,740
Total Engineering	99,796	105,486	161,612
<u>CITY HALL-GENERAL FUND</u>			
Total Materials & Services	14,973	20,334	20,276
Total City Hall	14,973	20,334	20,276
<u>STREET LIGHTING-GENERAL FUND</u>			
Total Materials & Services	44,816	45,000	68,400
Total Capital Outlay	0	0	2,500
Total Street Lighting	44,816	45,000	70,900
<u>LIBRARY-GENERAL FUND</u>			
Total Personal Services	22,403	40,193	47,252
Total Materials & Services	16,796	18,060	32,180
Total Capital Outlay	450	500	300
Total Library	39,649	58,753	79,732
<u>SOCIAL SERVICE-GENERAL FUND</u>			
Total Materials & Services	0	0	25,352
Total Social Service	0	0	25,352
<u>SPECIAL COMMISSIONS-GENERAL FUND</u>			
Total Materials & Services	201	340	1,340
Total Special Commissions	201	340	1,340
FUNDS NOT REQUIRING A PROPERTY TAX TO BE LEVIED			
<u>CAPITAL IMPROVEMENT</u>			
Total Capital Outlay	55,102	191,610	92,120
Total All Other Expenditures & Requirements	214,452	131,259	218,938
Total Requirements	269,554	322,869	311,058
Total Resources	269,554	322,869	311,058
<u>SEWER</u>			
Total Personal Services	121,234	172,246	213,541
Total Materials & Supplies	218,841	116,198	153,934
Total Capital Outlay	135,195	1,321,660	351,675
Total Transfers to Other Funds	15,000	95,483	106,500
Reserve for Contingencies		248,655	282,659
Ending Fund Balance	1,786,024	386,378	423,988
Total Requirements	2,276,294	2,340,620	1,532,297
Total Resources	2,276,294	2,340,620	1,532,297

	ACTUAL DATA LAST YEAR	ADOPTED BUDGET THIS YEAR 80-81	APPROVED BUDGET NEXT YEAR 81-82
<u>WATER</u>			
Total Personal Service	162,236	209,755	218,218
Total Material & Supplies	134,812	146,248	219,793
Total Capital Outlay	273,563	2,572,150	807,725
Total Other Requirements	230	300	300
Total Transfers to Other Funds	5,000	200,597	132,000
Reserve for Contingencies		158,332	124,574
Ending Fund Balance	3,022,860	84,018	167,558
Total Requirements	3,598,701	3,371,400	1,670,168
Total Resources	3,598,701	3,371,400	1,670,168
<u>FEDERAL REVENUE SHARING</u>			
Transfer to General Fund	160,000	204,889	204,889
Transfer to Capital Improvement Fund	15,000	5,000	
Transfer to State Tax Street Fund	43,960	15,000	55,352
Transfer to Storm Sewer Fund	25,000	25,000	5,000
Capital Outlay	40,365	12,300	3,000
Total Other Requirements	4,733	5,350	3,850
Social Services	27,912	31,419	
Reserve for Contingencies		10,110	4,601
Ending Fund Balance	2,873	0	0
Total Requirements	319,843	309,068	276,692
Total Resources	319,843	309,068	276,692
<u>ASSESSMENT FUND</u>			
Bond Principal		10,000	78,476
Bond Interest	4,004	8,008	108,918
Capital Improvements	981,812	1,001,992	647,000
Reserve for Contingencies		30,500	30,000
Ending Fund Balance	(308,156)	0	171,172
Total Requirements	677,660	1,050,500	1,035,566
Total Resources	677,660	1,050,500	1,035,566
<u>MUNICIPAL GARAGE</u>			
Total Personal Services	21,926	26,746	28,347
Total Materials & Services	17,492	23,195	26,750
Total Capital Outlay	975	275	4,400
Total Other Expenditures & Requirements	280		
Total Requirements	40,673	50,216	59,497
Total Resources	40,673	50,216	59,497
<u>STATE REVENUE SHARING</u>			
Transfer to General Fund	45,000	50,000	53,000
Reserve for Contingencies		14,307	17,839
Ending Fund Balance	19,145		
Total Requirements	64,145	64,307	70,839
Total Resources	64,145	64,307	70,839

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	ACTUAL DATA LAST YEAR	ADOPTED BUDGET THIS YEAR 80-81	APPROVED BUDGET NEXT YEAR 81-82
<u>GENERAL FUND OF HOSPITAL</u>			
Total Personal Services	1,717,680	1,975,200	2,579,000
Total Materials & Services	1,259,733	1,683,200	2,001,400
Total Capital Outlay	0	7,400	0
Total All Other Expenditures & Requirements	<u>1,175,338</u>	<u>1,200,000</u>	<u>1,222,150</u>
Total Requirements	4,152,751	4,932,400	5,802,550
Total Resources	4,152,751	4,932,400	5,802,550
<u>CAPITAL FUND OF HOSPITAL</u>			
Total Capital Outlay	191,605	3,289,755	114,000
Total All Other Expenditures & Requirements	109,245	150,000	50,000
Ending Fund Balance	<u>3,190,784</u>	<u>150,029</u>	<u>111,029</u>
Total Requirements	3,491,634	3,589,784	275,000
Total Resources	3,491,634	3,589,784	275,000
<u>PARKING METER</u>			
Total Materials & Services	547	0	
Transfer to General Fund	<u>0</u>	<u>4,438</u>	
Total Requirements	547	4,438	
Total Resources	547	4,438	
<u>FIRE TRUCK</u>			
Reserve for Future Use	22,279	0	
Transfer to Capital Improvement Fund	<u>0</u>	<u>22,994</u>	
Total Requirements	22,279	22,994	
Total Resources	22,279	22,994	
<u>RESOURCES OF THE GENERAL FUND</u>			
Utility Franchise & License	137,015	150,310	194,800
Building, Plumbing, Misc. Permits	94,236	110,000	82,726
Federal & State Grants	9,671	0	2,000
Cigarette & Liquor Taxes	118,281	112,814	120,385
Intergovernmental Receipts	25,989	23,523	10,865
Reimbursed Costs	656	500	1,000
Planning & Subdivision Fees	4,407	5,000	5,700
Fire, Police, Legal & Engineering Receipts	158,777	176,742	167,747
Central Services	24,467	26,915	29,606
Library Receipts	2,702	2,500	2,750
Fines & Forfeitures	45,569	47,450	56,260
Miscellaneous Revenues	7,245	6,500	5,140
Interest Earned	13,306	20,000	10,000
Sale of Assets	2,928	2,500	2,500
Transfer from Other Funds:			
Parking Meter	6,500	4,438	0
Sewer Fund	0	0	80,000
Water Fund	0	0	120,000
Federal Revenue Sharing	160,000	204,889	204,889
Anti Recession	371	0	0
State Revenue Sharing	45,000	50,000	53,000
Fund Balance	251,536	222,068	0
Taxes	<u>378,543</u>	<u>422,593</u>	<u>812,134</u>
TOTAL GENERAL FUND RESOURCES	1,487,199	1,588,742	1,961,502

MEMO

TO: City Council
FROM: City Administrator
SUBJECT: Facts About Oregon

DATE: April 27, 1981

In a recent paper by Karen M. Seidel, an employee of the Bureau of Governmental Research and Service Department of the University of Oregon, had some facinating statistics about the State of Oregon. As a Council member and as a Citizen, I thought that you might be interested in hearing some of these.

Oregon's final 1980 population count as of December 31, 1980 was 2,632,000. The population increase was significantly higher during the 70's than during the 60's. The State grew 26% or 541,000 persons in the 1970's. This growth rate was higher than California (18%) and Washington (21%), but lower than Idaho (32%) and Nevada (64%). The United States grew by 11%.

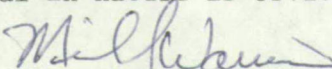
The City of Portland lost 13,584 residents between 1970 and 1980. The total population increase within Oregon's central cities was only 9%. Non-metropolitan counties grew faster in the State as a whole and showed a combined 10 year increase of 30%.

In 1960 there were 1,186,000 in the Willamette Valley. In 1970 there was an increase of 23.9% or a total of 1,469,000 people. In 1980 the Willamette Valley showed an increase of 23.5% or a total of 1,814,000 people. It is obvious that most Oregonians still live in the Willamette Valley (69%). The counties with greatest numerical growth in the past 10 years have been Washington, Clakamas, Lane and Marion. All are located in the Valley. Nevertheless, the Willamette Valley growth rate of 23.5% was less in the State as a whole and considerably less in the Southwest and Central Oregon (32% and 37% respectively).

In 1960 there were 216 incorporated Cities and in 1980 there are now 241 incorporated cities. Sixty-one cities have less than 500 people; 42 have between 500-1,000; 59 have between 1,000-2,500 people; 28 have between 2,500-5,000 people; 22 have between 5,000-10,000 people; 19 between 10,000-25,000 people; 7 between 25,000-50,000 and 3 have 50,000 or more people. Almost half of the population growth in Oregon cities took place in the cities that have less than 10,000 residents in 1970. Only 2 cities with populations over 2,500 lost population between 1970 and 1980 compared with 12 cities during preceding decade. The cities with the greatest numerical ten year population growth were medium to large cities in the Willamette Valley.

CONCLUSION:

In following recent national trends which are a reversal of historical trends, Oregon's population growth rate was highest in non-metropolitan areas. Although the population is still concentrated in the Willamette Valley, population growth between 1970 and 1980 was more evenly distributed throughout the State than it was in the previous decade. The trend of going to a small city that is more rural in nature is obvious in the State of Oregon.


Michael Warren
City Administrator

MW/bjm

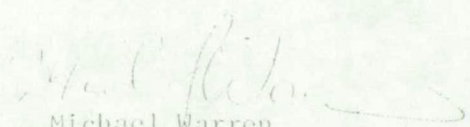
MEMO

TO: City Council
FROM: City Administrator
SUBJECT: Fire Chief

DATE: April 20, 1981

Attached is a memo from the Fire Chief which in accordance with Ordinance No. 2041 requests a waiver of mandatory retirement. Our Fire Chief is well known in the State and runs one of the best Fire Departments in the State of Oregon. I, too, would like to ask permission of the City Council to extend the Fire Chief's retirement date to capitalize on the years of experience and knowledge he has to the benefit of the City of Newberg.

RECOMMENDED ACTION: Approve request for continuation of active employment.


Michael Warren
City Administrator

MW/bjm

Enc.

1192
CITY OF NEWBERG

DEPARTMENT OF FIRE

414 EAST SECOND STREET

NEWBERG, OREGON 97132

JOHN PAOLA, CHIEF

April 20, 1981

Mr. Michael Warren
City Administrator
City of Newberg
414 E. First Street
Newberg, OR. 97132

Dear Sir:

On July 21, 1981 I will have reached my 60th birthday. Ordinance No. 2041 states that this would be my normal retirement date.

I find this difficult to accept as my retirement plan (Bankers Life) does not provide the necessary funds for me to survive on. Therefore, I am asking permission to continue active employment for the City of Newberg Fire Department for one more year.

Sincerely,

John Paola
John Paola
Fire Chief

JP:fj

MEMO

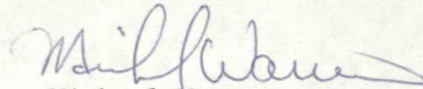
TO: City Council
FROM: City Administrator
SUBJECT: Fiscal Year 1981 Audit Contract

DATE: April 28, 1981

The recommendation from the Director of Administrative Services is to hire the firm of A. John Montgomery for the fiscal year 1981 audit. A sum of \$9,500 (\$4,000 from the City Budget and \$5,500 from the Hospital Budget). This seems to be extremely reasonable compared to other cities.

The last paragraph of the contract is important to note that the contract was drawn up very wisely. The separation of accounting services from the rate is important. Often times an auditing firm must do some of the construction or accounting of various funds within a budget. When this occurs it should be differentiated from the audit fee.

I feel very much reassured to know that in the Director of Administrative Services opinion our books are well kept and the Checks and Balances system seems to be working very well. While there is always room for improvement both the Director and I feel that the improvement is more in a mechanical nature (ie. computer update, payroll update, etc.) rather than in the accounting or procedural areas.



Michael Warren
City Administrator

MW/bjm

RESOLUTION NO.

WHEREAS, under provisions of Section 24 of Ordinance No. 1558 of the City of Newberg, Oregon, the Council is empowered to employ an auditor and to provide by resolution for the making and execution of a contract with such auditor to provide for his duties and compensation; and

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

1. That A. John Montgomery of McMinnville, Oregon, be and he hereby is employed as auditor of the City of Newberg, Oregon, all in accordance with the form of agreement hereto attached and made a part of the resolution and marked "Exhibit A".
2. That in making such audit and reports as described in said agreement, the said A. John Montgomery shall comply with the requirements of the Statutes of the State of Oregon applicable thereto.
3. That the Mayor and City Administrator of the City of Newberg, Oregon be and they hereby are authorized and directed to enter into a contract with the said A. John Montgomery in the form hereto attached, and providing for his employment as auditor in accordance with this resolution.

ADOPTED by the Council at a regular meeting on May 4, 1981.

Arvilla Page - Recorder

tape
Becky hold originals
for signature if
Approved by council.
Keep envelope too.

MEMO

TO: City Administrator
FROM: Daniel Palmer
SUBJECT: FY 1981 Audit Contract

The contract presented by A. John Montgomery for the FY 81 audit follows the form prescribed by the Secretary of State except for provisions pertaining to Medicare Cost Report preparation and accounting services. Mr. Montgomery is not responsible for the preparation of the Medicare Cost Report. Accounting services require Administrator approval, for the purpose of identifying the cost of deficiencies in the accounting systems.

A comparison of Mr. Montgomery's proposed fee with a recent OMFOA Four Year Review of City Audit Fees shows the fee to be lower than the FY 80 cost of any City of comparable size. (When the hospital is excluded). Given the complexity of the hospital the proposed fee for the audit is reasonable in my opinion.

I recommend the acceptance of Mr. Montgomery's proposal.

CITIES 5,000 9,999

City	Population	Budget 1980-81	Actual 1979-80	1978-79	1977-78	Auditor	# of Yrs.	Comments
Astoria	9,875	\$ 8,000	\$ 8,450	\$ ---	\$ ---	Yergen & Meyer	20+	Staff prepares financial statement & most of work papers.
Baker	9,425	\$ 6,000	\$ 5,000	\$ 5,000	\$ 4,800	Mitchell & Guyer	23	Fee set by manager. Additional charge for grants, special work. Staff prepares most work papers & schedules for final statements.
Gladstone	8,875	\$ 7,600	\$ 9,544	\$ 5,854	\$ 5,046	Sec. of State	25	10 funds
Hermiston	8,600	\$ 10,050	\$ 8,360	\$ 6,928	\$ 6,388	Sec. of State	15	
Ontario	8,500	\$ 9,000	\$ 7,800	\$ 6,660	\$ 5,000	Fowler & Bledsoe		23 funds, 2 utilities, 3 other enterprise funds.
Dallas	8,350	\$ 5,500	\$ 5,000	\$ 4,700	\$ 4,000	J. Magnuson	7	
St. Helens	7,600	\$ 17,960	\$ 15,000	\$ 12,000	\$ 10,100	Main Hurdman & Cranstoun	5	23 funds
Newport	7,400	\$ 6,500	\$ 5,500	\$ 5,000	\$ 4,400	R. J. Braxton	Many Years	
Canby	7,075	\$ 7,500	\$ 7,500	\$ 6,900	\$ 6,700	Kent & Snow	7	23 funds, data service contract.
Sweet Home	6,625	\$ 7,500	\$ 6,000	\$ 4,500	\$ 8,710	Hanscom & Casto	18	
Monmouth	5,975	\$ 3,788	\$ 3,444	\$ 4,225	\$ 3,525	Don Henry	1	13 funds including electric utility. Staff prepares sever audit schedules & work papers. Records in excellent shape.
Redmond	5,950	\$ 17,700	\$ 16,200	\$ 5,400	\$ 4,360	Donaca & Battleson	6	15 funds & utilities. Auditor establishing new accounting procedures for city.
Silverton	5,475	\$ 8,100	\$ 7,460	\$ 7,762	\$ 7,085	Boldt, Carlisle and Smith	11	Staff prepares many schedule and reports.
Milton-Freewater	5,100	\$ 5,000	\$ 4,200	\$ 4,735	\$ 4,820	Witherall, Morrison & Fife	15	6 funds.

<u>City</u>	<u>Population</u>	<u>Budget 1980-81</u>	<u>Actual 1979-80</u>	<u>1978-79</u>	<u>1977-78</u>	<u>Auditor</u>	<u># of Yrs.</u>	<u>Comments</u>
Pendleton	13,750	\$ 5,500	\$ 4,975	\$ 4,904	\$ 4,285	Witherall Morrison & Fife	10	
Forest Grove	11,500	\$ 9,000	\$ 8,000	\$ 8,000	\$ 7,200	Warren Anderson	30	City owns light and power dept. Staff prepares sched- ule & work papers as directed by auditor. Fee includes EOA & HUD grant audits.
La Grande	11,250	\$ 6,200	\$ 5,600	\$ 5,100	\$ 4,800	Eveson, Snyder, Lincoln & Co.	25+	
The Dalles	10,700	\$ 9,500	\$ 9,000	\$ 8,100	\$ 7,200	Wm. Rooper	15	15 funds, 3 utilities
Woodburn	10,325	\$ 14,195	\$ 16,763	\$ 13,131	\$ 10,255	Lippold, Brenner & Bingenheimer	15	24 funds & sewer & water

CONTRACT TO AUDIT THE CITY OF NEWBERG
BETWEEN A. JOHN MONTGOMERY AND
THE NEWBERG CITY COUNCIL

THIS CONTRACT, made this _____ day of _____, 1981 in accordance with the requirements of Oregon Revised Statutes 297.610 through 297.740 between A. John Montgomery, Certified Public Accountant of McMinnville, Oregon, and the City of Newberg, Oregon, provides as follows:

1. It hereby is agreed that A. John Montgomery shall conduct an audit of the accounts and fiscal affairs of City of Newberg, Oregon, for the period beginning July 1, 1980 and ending June 30, 1981, in accordance with the Minimum Standards of Audit Reports, Certificates, and Procedures as prescribed by law. The audit shall be undertaken in order to express an opinion upon the financial statements of City of Newberg, Oregon (including those of Newberg Community Hospital), and to determine if the City of Newberg has complied substantially with appropriate legal provisions. It is understood and agreed that this contract does not provide for the preparation of the Hospital's Medicare reports.

2. A. John Montgomery agrees that the services he has contracted to perform under this contract shall be rendered by him or under his personal supervision and that the work will be faithfully performed with care and diligence.

3. It is understood and agreed that, should unusual conditions arise or be encountered during the course of the audit whereby the services of A. John Montgomery are necessary beyond the extent of work contemplated, written notification of such unusual conditions shall be delivered to the City of Newberg, Oregon, who shall instruct in writing A. John Montgomery concerning such additional services, and that a signed copy of each such notification and instructions shall be delivered immediately to the Secretary of State by the Party issuing the same.

4. The audit shall be started as soon after this contract is executed as is agreeable to the Parties hereto and shall be completed and a written report thereon delivered within a reasonable time, but not later than six months, after the close of the audit period covered by this contract. Fifteen of such report shall be delivered to the City of Newberg, Oregon (and fifteen of a separate report to the Newberg Hospital), and its form and content shall be in accordance with and not less than that required by the Minimum Standards of Audit Reports, Certificates, and Procedures for Oregon Municipal Corporations.

5. It is understood and agreed that the City of Newberg, Oregon (and Newberg Community Hospital), are responsible for such financial statements as may be necessary to fully disclose and fairly present the results of operations for the period under audit and the financial condition at the end of that period.

6. In consideration of the faithful performance of the conditions, covenants, and undertakings herein set forth, the City of Newberg, Oregon, hereby agrees to pay A. John Montgomery the sum of \$9,500. (\$4,000 from the City budget, and \$5,500 from the Hospital funds). Any accounting services must be approved by the appropriate Administrator and will be billed at our hourly fees. The City of Newberg, Oregon hereby affirms that proper provision for the payment of such fee has been or will be duly made and that funds for the payment thereof are or will be made legally available.

A. JOHN MONTGOMERY, CPA

CITY OF NEWBERG, OREGON

By _____

By _____
Mayor

City Recorder

IA

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEWBERG PAYING TRIBUTE TO ELMER GARDNER.

WHEREAS, Elmer Gardner has been employed by the City of Newberg since 1943; and

WHEREAS, Elmer Gardner has during this time learned the Water Department and run it's operation, better than anyone in the City of Newberg's history; and

WHEREAS, Elmer Gardner is respected and admired by his fellow employees; and

WHEREAS, Elmer Gardner has displayed an attitude toward his job that is exemplary; and

WHEREAS, Elmer Gardner is not only admired by his fellow employees but well respected in the Community.

NOW, THEREFORE, BE IT RESOLVED that the City Council, of the City of Newberg, on behalf of the people of the City of Newberg do hereby pay tribute to a long time employee and friend of our City.

ADOPTED, this 21st day of April, 1981.

ELVERN HALL, Mayor

Attest:

ARVILLA PAGE, City Recorder

MEMO

TO: City Council
FROM: City Administrator
SUBJECT: Clean-up Resolution

DATE: April 30, 1981

Toward the end of the Fiscal Year it is common practice among municipalities to "Clean-up" various accounts to insure that no account goes over the budgeted along with contingency amount. The transfer of funds from the General Fund, State Tax Street Fund, Sewer Fund, Water Fund and Hospital Funds has been done to various line items within the respective funds. The attached information from the Finance Department gives the reasons for the transfer of the funds.

RECOMMENDED ACTION: Pass resolution authorizing said transfers.

Michael Warren
City Administrator

MW/bjm

Enc.

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TITLE	ACCT.#	AMT.	REASON
<u>General Fund</u>			
<u>General Govt.</u>			
Repair-Rentals	1-400.371	600.00	Fire, not covered by insurance
Supplies	1-410.210	150.00	Extra tapes & supplies, price increases
Dues, Training, Travel	1-410.320	600.00	Grant Seminar for Mayor & T. Tucker
Cable Television	1-410.382	5,000.00	Discussed but never budgeted by Council. Costs will be recovered from applicant.
<u>Municipal Court</u>			
Postage	1-412.211	150.00	More mail contact, postage increase.
<u>Finance</u>			
Administrative Salaries	1-415.110	800.00	Salary increase for position.
Fringe Benefits	1-415.140	200.00	" " "
Legal & Professional	1-415.380	3,500.00	Director of Admin. Services, as needed.
<u>Police</u>			
Office Equip. Maintenance	1-421.370	500.00	Service on taping equipment unknown at budget time.
<u>Street Light</u>			
Power Costs	1-431.341.1	10,000.00	Increased rates.
		<u>\$21,500.00</u>	
<u>Street Fund</u>			
Administrative Salaries	2-431.110	800.00	Salary increase for Administrator
Fringe Benefits	2-431.140	200.00	" " "
Equipment Repair	2-431.366	1,000.00	Sweeper repairs
Villa Extension	2-431.630246	2,200.00	Unbudgeted costs
		<u>\$4,200.00</u>	
<u>Sewer Fund</u>			
Administrative Salaries	6-405.110	850.00	Salary increase, Admin.
Fringe Benefits	6-405.140	900.00	" " "
Office Supplies, Postage	6-405.210	375.00	Price increases
Sludge-Contract	6-430.410	6,460.00	Rental Truck
Sludge-Contract Labor	6-430.410131	9,775.00	Rental Truck Driver
Salaries/Wages	6-430.131	5,000.00	Driver, city owned truck
Fringe Benefits	6-430.140	1,640.00	" " " "
Sludge Truck Fuel	6-431.410361	3,500.00	Diesel, new truck
Garage	6-431.410363	1,200.00	Garage services, includes tires
		<u>\$29,700.00</u>	
<u>Water Fund</u>			
Administrative Salaries	7-405.110	850.00	Salary increase, Admin.
Fringe Benefits	7-405.140	900.00	" " "
Salaries/Wages	7-430.131	7,000.00	Replacement operator in training.
Fringe Benefits	7-430.140	500.00	" " "
		<u>\$9,250.00</u>	
<u>Hospital</u>			
Salaries/Wages		70,000.00	Salary increase not previously budgeted
Fringe Benefits		5,000.00	" " " " " "
		<u>\$75,000.00</u>	

Y c

RESOLUTION NO.

WHEREAS, the Council of the City of Newberg has considered the transfer of funds from Contingency Accounts of Funds as set forth in the budget for the fiscal year 1980-1981, which are enumerated and has determined that the expenditures hereinafter mentioned are necessary and transfer of funds hereinafter stated should be allowed:

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

1. That the following transfer of funds from the Contingency Accounts are hereby authorized and expenditure of the funds are authorized for the purpose stated:

<u>FUND</u>	<u>PURPOSE</u>	<u>AMOUNT</u>
General	Rental Repair	600
General	Personal Service	1,000
General	Office Supplies	300
General	Dues, Training, Travel	600
General	Professional Services	3,500
General	Cable Television	5,000
General	Office Equipment Repair	500
General	Street Lighting	10,000
State Tax Street	Personal Service	1,000
State Tax Street	Equipment Repair	1,000
State Tax Street	Villa Road Extension	2,200
Sewer	Personal Service	8,390
Sewer	Office Supplies & Postage	375
Sewer	Sludge Disposal Costs	20,935
Water	Personal Service	9,250
Hospital	Personal Service	75,000

2. That the foregoing transfer shall be made from accounts as set forth in the budget of the City of Newberg for the fiscal year 1980-1981.

ADOPTED by the Council this 4th day of May, 1981.

Arvilla Page - Recorder

MEMO TO: Mike Warren, City Administrator

FROM: Rick Faus, City Attorney

DATE: April 29, 1981

SUBJECT: Attached Resolution to continue senior citizen's utility
discount program

This resolution must be passed by the Council each year to continue the Senior Citizen's Utility Discount Program which allows senior citizens upon application to have the amount of their billing for water and sewer service reduced by 25%. This program has been in existence for at least the last 8 years and has been renewed annually by the Council by resolution since at least May 6, 1974.

M. Warren

RDF:fj

RESOLUTION NO.

A RESOLUTION CONTINUING THE SENIOR CITIZENS UTILITY DISCOUNT PROGRAM TO REDUCE WATER AND SEWER UTILITY SERVICE RATES FOR QUALIFIED SENIOR CITIZENS LIVING WITHIN THE CITY LIMITS OF NEWBERG.

WHEREAS, the burden of meeting living expenses falls heavily upon elderly persons subsisting on limited income, which have not kept pace with the rising costs of providing municipal services; and

WHEREAS, the Council believes that members of this group should be given some relief from this burden by means of a discount on the utilities provided by the City of Newberg; and

WHEREAS, utility discounts to address these concerns have been granted in previous years by resolution since at least May 6, 1974.

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

Section 1. Purpose of Utility Discounts for Senior Citizens

There is hereby continued a senior citizens utility discount program, the purpose of which is to reduce the monthly amount due under the City's various rate ordinances for water and sewer service, to low-income senior citizens, living within the City Limits of Newberg.

Section 2. Senior Citizen Defined

A senior citizen is a person who is sixty-five (65) years of age on or before the date on which the application for discount is submitted.

Section 3. Qualification of Senior Citizen

A senior citizen desiring to qualify for a utility discount must submit to the City a written application therefore, on forms to be provided by the City. To qualify for the senior citizens utility discount program:

- (a) The applicant must be a senior citizen; and
- (b) The applicant must be a resident of, and the head of the household for which the discount is requested; and
- (c) The senior citizen shall have an income not to exceed \$5,500 from all sources; and if he is married, then their joint income shall not exceed \$7,800 from all sources during the calendar year preceeding the date on which the application for discount is submitted.

Section 4. Application Required

A senior citizen desiring to receive a utility discount must submit an initial application to the City therefore, on forms provided by the City. In order to maintain continuous qualifications for such discount, the senior citizen shall, not later than June 30th of each ensuing year, file an annual application for renewal on forms provided by the City. The City Administrator shall determine whether the applicant meets the qualifications and requirements set forth in this resolution.

Section 5. Amount of Utility Discount

If the applicant has met all of the requirements of this resolution the City shall, beginning with the next billing cycle after the date of the application, discount by twenty-five percent (25%) the total amount billed for water and sewer service, not including connect fees, reconnect fees and similar charges, for the applicant's own residence.

Section 6. Termination of Program

The Senior Citizen Utility Discount Program shall automatically terminate on June 30, 1982, unless extended by resolution of the Council.

ADOPTED by the Council this day of May, 1981.

Arvilla Page - City Recorder

MEMO

TO: City Council

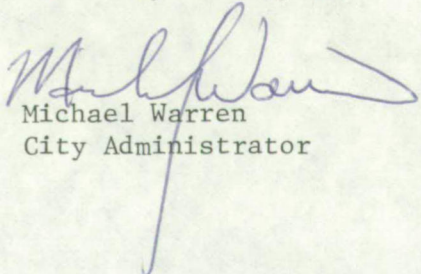
DATE: April 30, 1981

FROM: City Administrator

SUBJECT: Engineering Fee to be Assessed for the City Engineer's Review of the Improvement Plans and Inspection of Public Improvements.

The Public Works Director has met with the people concerned with various changes in his operation. The attendance at this meeting was very sparse. Those in attendance were: Dick Daugherty, Jim DeYoung, John Poet, Earl Sandager and Elisabeth Harney. Almost all of the comments were on other proposals that are not before you tonight. We will be meeting again with the developers in an attempt to hash it out so that there is hopefully total agreement, or at the very least understanding of the changes.

Tonight's ordinance before you, is a very slight change in procedure. The current procedure is to state the Engineering fee, 5% of the estimated improvement costs, in the Subdivision agreement and collect it prior to approval of the plat. In many cases the improvement plans have been approved and construction is well underway by the time that the fee is actually collected. Due to some tight fiscal constraints some developers have significantly changed their plans after a previous set of plans has been reviewed by the City Engineer and some developers have extended the construction beyond sufficient time to complete the improvements causing additional staff time for inspection. The City does not propose to change the fee, it only proposes to have 50% of the Engineer fee paid prior to the City Engineer's review and the remaining 50% paid prior to the issuance of the construction permit. If the plans are changed after the City Engineer has reviewed them the City Engineer shall have the authority to levy an additional Engineering fee of upto 2½%.


Michael Warren
City Administrator

MW/bjm

Enc.

ORDINANCE NO.

AN ORDINANCE PROVIDING FOR AN ENGINEERING FEE TO BE ASSESSED FOR THE CITY ENGINEER'S REVIEW OF THE IMPROVEMENT PLANS AND THE INSPECTION OF THE PUBLIC IMPROVEMENTS WITHIN SUBDIVISIONS AND NEW DEVELOPMENTS IN THE CITY OF NEWBERG.

WHEREAS, The City Engineer is responsible for the review of the improvement plans and the inspection of the construction of the public improvement within the public rights-of-way and public easements for new developments and subdivisions within the City of Newberg, and

WHEREAS, The City will assume the maintenance of the public improvements after the City Engineer has completed all inspection of the improvement, received the appropriate test report which shows the workmanship and materials are acceptable and has issued a certificate of acceptance, and

WHEREAS, The City has not been receiving the Engineering Fee in a timely manner and in some cases the fee has been received many months after the work has been performed, and

WHEREAS, Due to the tight financial market some developers have significantly changed their plans after a previous set of plans had been reviewed by the City Engineer and some developers have extended the construction beyond sufficient time to complete the improvements causing additional staff time for inspection.

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

Section 1. In order to offset the expenditures for salaries of Engineering personnel for the review of the improvement plans, inspection of the construction of the improvement and for pertinent testing, an Engineering Fee shall be levied on all new developments and subdivisions.

Section 2. The Engineering Fee shall be based on 5% of the City Engineer's estimate of the total cost of the public improvements which shall include all water lines, sanitary and storm sewer lines, curbs, street construction, street lights, street signs within the public right-of-way and within public easements.

Section 3. Fifty percent (50%) of the Engineering Fee shall be due and payable prior to the City Engineer's review of the improvement plans. The remaining 50% of the Engineering Fee shall be due and payable prior to the issuance of the construction permit.

Section 4. The City Engineer's estimate shall be based on the anticipated unit prices and the Consulting Engineer's estimated quantity take off plus any required item which may not be included in that estimate (i.e. street signs, street lights, traffic markings, etc.).

Section 5. If the improvement plans are changed after the City Engineer has reviewed them, the City Engineer shall have the authority to levy an additional Engineering Fee up to 2½% over the standard 5% fee to cover the additional review time.

Section 6. If construction is extended beyond a sufficient time, in the City Engineer's judgement, to complete the improvements the City Engineer may levy an additional Engineering Fee up to 2½% over the standard 5% fee to cover the additional inspection time.

PASSED by the Council this 4th day of May, 1981 by the following votes:

AYES:

NAYS:

ABSENT:

Arvilla Page - Recorder

APPROVED by the Mayor this 4th day of May, 1981

Elvern Hall - Mayor