

NEWPORT CITY COUNCIL AGENDA

November 07, 2022 AT 6:00 P.M.

INTRODUCTION

The City of Newport, Washington, is a Mayor/Council form of government and is a code city. Essentially, Newport conducts its day to day business within the State of Washington laws, RCW 35A, that govern optional municipal code cities. The Newport City Council is called to order by the **Mayor** and all business of the City is conducted in accordance with State of Washington laws and Newport Resolution number 10410 City Council Rules of Procedure, adopted January 04, 2010. If you require any reasonable accommodation to participate in the council meeting, please contact the City at (509) 447-6429 twenty-four (24) hours prior to the meeting.

YOUR ELECTED OFFICIALS

MAYOR KEITH CAMPBELL
COUNCILMEMBER KENNETH SMITH
COUNCILMEMBER JORDAN BOWMAN
COUNCILMEMBER JAMI SEARS
MAYOR PRO TEM MARK ZORICA
COUNCILMEMBER NATHAN LONGLY

CALL TO ORDER

ROLL CALL
PLEDGE OF ALLEGIANCE
AMENDMENTS & APPROVAL OF AGENDA &
10/17/2022 COUNCIL MEETING MINUTES

MAYOR & COUNCIL COMMENTS:

AUDIENCE PARTICIPATION:

CITY ADMINSTRATOR COMMENTS:

NEW BUSINESS:

Motion to approve Ordinance 2107 under RCW 35A.14.120 and 36.70B.170 providing for the annexation of certain real property to the City of Newport, Washington; Commonly known as the “CLARK ANNEXATION”; Providing for the assumption of existing indebtedness; adopting the comprehensive land use plan and zoning designation of said real property – Rachel Granrath, Planning Consultant

Motion to approve Agreement NP2023-01 Interlocal Governmental Contract for Dispatch Communication Services between The City of Newport, Washington and Pend Oreille County January 01, 2023 through December 31, 2025 – Chief Duxbury

Motion to approve Resolution 11072022 declaring 2013 Chevy Tahoe with VIN number 1GNSK2E00DR114967 owned by the City of Newport to be excess and surplus property and authorizing the means of disposal – Chief Duxbury

Motion to approve Resolution 11082022 declaring Pitney Bowes Postage Machine with serial number 0856985 and City Tag ID 001423 owned by the City of Newport to be excess and surplus and authorizing the means of disposal. – Nickole North, Clerk/Treasurer

Motion to approve Resolution 11092022 adopting a fee schedule for City Operator/Equipment – Abby Gribi, City Administrator

Motion to approve Resolution 11102022 setting the salaries for each step within each employment classification & establishing a COLA to be used in 2023 for city employees – Abby Gribi, City Administrator

Motion to approve Agreement NP2023-02 Cooperative Building Maintenance Contract between the Board of Trustees of the Pend Oreille County Library District and the City of Newport – Abby Gribi, City Administrator

Motion to approve the updated Maintenance Worker Journey Level job description – Abby Gribi, City Administrator

BILLS & PAYROLL:

CLAIMS CHECKS 65281-65308	\$56,158.32
CLAIMS EFT 11/02/2022 Run 1-8	\$69,873.97
PAYROLL EFTS 1323-1330 & DIRECT DEPOSIT 10/19/2022	\$67,828.59

ADJOURNMENT:

MINUTES OF THE NEWPORT CITY COUNCIL MEETING ON
October 17, 2022

A regular meeting of the Newport City Council was held on October 17, 2022, at 6:00 PM in Council Chambers, City Hall, 200 S. Washington Avenue, Newport, Washington, with the following present:

	Keith Campbell	Mayor (Absent)
	Abby Gribi	City Administrator
	Nickole North	Clerk/Treasurer
Kenneth Smith		Councilmember
Jordan Bowman		Councilmember
Jami Sears		Councilmember
Mark Zorica		Mayor Pro Tem
Nathan Longly		Councilmember

Mayor Pro Tem Zorica called the meeting to order at 6:00 PM. This was followed by roll call and the pledge of allegiance. Motion carried.

APPROVAL OF AGENDA & MINUTES:

Councilmember Sears moved to approve the agenda and the minutes from the October 03, 2022 Council Meeting; Councilmember Longly seconded. Motion carried.

MAYOR & COUNCIL COMMENTS:

Councilmember Sears stated that she hoped to see everyone at the downtown Halloween event on the 31st from 3:00 – 5:00 PM.

CITY ADMINISTRATOR COMMENTS:

City Administrator Gribi stated that winterization has begun. Bathrooms downtown will remain open until after Halloween. She has been working on prioritizing projects on the update to the Wastewater Treatment Plant Plan. It is about ready to send to Department of Ecology for review and then it will come back to Council for approval. The state audit is almost complete. A new Accounting Clerk has been hired and her first day is October 31st. Tiffany Hansen is her name. Ms. Gribi and Public Works Director Dave North will be attending the IACC conference this week. Andrew Crawford has passed his WWTP Operator I test. The Police Chief position was opened internally and the employee thought to apply did not apply and has submitted his resignation. There will now be two openings in the Police Department, one for Chief and one for Lateral Officer. These openings will be posted this week.

NEW BUSINESS:

Councilmember Longly moved to approve Agreement NP2022-04A Low Income Home Water Assistance Program Vendor Agreement Addendum: Extension to Program Year 2022-2023; Councilmember Sears Seconded. Motion carried.

Councilmember Bowman moved to approve Agreement NP2022-21 Vision Municipal Solutions, LLC Vision Permitting Software; Councilmember Smith seconded. Motion carried.

Councilmember Longly moved to approve Agreement NP2022-22 Canon Master Sales and Services Agreement as well as Lease Agreements NP2022-22A and NP2022-22B; Councilmember Smith seconded. Motion carried.

BILLS & PAYROLL:

Councilmember Longly moved to approve the bills and payroll; Councilmember Sears seconded. Motion carried.

CLAIMS CHECKS 65242-65280	\$80,494.07
CLAIMS EFT 10/12/2022 RUN 1-8	\$31,003.81
CLAIMS DIRECT PAY 10/12/2022 RUN 1-8	\$8,290.00
PAYROLL EFTS 1316-1322: Dir Deposit Run 10/05/2022	\$70,979.21

WORKSHOP:

A workshop to discuss upgrades to the public safety building located at 309 West 2nd Street was held. Councilmember Bowman moved to allow city staff to perform necessary upgrades to secure the sleep room, install alarms and outdoor lighting at the public safety building; Councilmember Longly seconded. Motion carried.

ADJOURNMENT:

The meeting was adjourned at 6:34 PM.

Attest: _____
Nickole North, MMC, CPFA
Clerk/Treasurer

By: _____
Mark Zorica
Mayor Pro Tem

**CITY OF NEWPORT, WASHINGTON
ORDINANCE NUMBER 2107**

AN ORDINANCE UNDER RCW 35A.14.120 AND 36.70B.170 PROVIDING FOR THE ANNEXATION OF CERTAIN REAL PROPERTY TO THE CITY OF NEWPORT, WASHINGTON; COMMONLY KNOWN AS THE “CLARK ANNEXATION”; PROVIDING FOR THE ASSUMPTION OF EXISTING INDEBTEDNESS; ADOPTING THE COMPREHENSIVE LAND USE PLAN AND ZONING DESIGNATION OF SAID REAL PROPERTY.

WHEREAS, the City of Newport received an Annexation/Zoning Application (attached hereto as Exhibit A) to annex a single parcel of approximately 6.79 acres within the City’s Urban Growth Area (the “Clark Annexation”), lying contiguous to the City’s boundary on March 10, 2022, signed by CT Property Partners LLC, which owns not less than 60 percent (60%) in assessed valuation of the property proposed for annexation to the City of Newport; and

WHEREAS, the real property proposed to be annexed is more particularly described as:

The North Half of Government Lot 5 in Section 19, Township 31 North, Range 46 E.W.M., Pend Oreille County, Washington. EXCEPT, the parcel of land known as Tax 9, more particularly described as follows: Beginning at the Northwest corner of Government Lot 5; thence East 80 feet; thence South 150 feet parallel with the West line of Government Lot 5; thence West 80 feet to the West line of Government Lot 5; thence North 150 feet to the point of beginning.

Parcel Number: #463119050001 as depicted in the attached Exhibit A; and

WHEREAS, the Clark Annexation application included a request to designate the zoning of the annexed property as Medium Density Residential Multifamily (R-2), consistent with the City Comprehensive Plan land use designation of Housing, and consistent with the current Pend Oreille County zoning designation as Urban Residential 3; and

WHEREAS, RCW 35A.14.120 authorizes the City Council to annex into the City unincorporated territory lying contiguous to the City’s boundary; and

WHEREAS, the City Council approved by motion the City staff to proceed with the Clark Annexation on April 4, 2022; and

WHEREAS, the Planning Commission, after required public notice, held a public hearing on September 26, at 5:30 PM in the Newport Council Chambers of Newport City Hall to receive public input on the proposed annexation; and

WHEREAS, public comment was received during the public hearing; and

WHEREAS, the City Council deems the annexation of the Clark Annexation to the City of Newport and designation of said annexed property as Medium Density Residential (R-2) to be in the best interest of the City and its citizens; and

NOW, THEREFORE, The City Council of the City of Newport, Washington, do ordain as follows:

Section 1: The foregoing recitals are incorporated into this Ordinance as if set forth in full.

Section 2: That the real estate situated in Pend Oreille County, contiguous to the City of Newport, as depicted in the map included in Exhibit A is hereby annexed to and incorporated in the City of Newport:

Section 3: All real property annexed shall hereinafter be assessed and taxed at the same rate and on the same basis as the other real property within the City to pay for any outstanding indebtedness of the City of Newport including indebtedness contracted prior to or existing at the date of annexation. No real property herein annexed shall be released from any outstanding indebtedness levied against it prior to said annexation.

Section 4: That a copy of this ordinance together with the map depicting the real property to be annexed in Exhibit A shall be recorded and filed with the Pend Oreille County Auditor, the Pend Oreille County board of commissioners per RCW 35.13.150, and other local and state offices in the manner required by law.

Section 5: That the annexed real property is hereby made subject the City of Newport's Comprehensive Plan and Zoning Code.

Section 6: That the annexed real property is zoned Medium Density Residential (R-2) as set forth in the City's Zoning Code and subject to the provisions of the City's Zoning Code.

Section 7: This Ordinance shall be published in the official newspaper of the City of Newport after passage.

Section 8: The provisions of this Ordinance are declared separate and severable. If any provision of this ordinance or its application to any person or circumstances is held invalid, the remainder of this ordinance or application of the provision to other persons or circumstances, shall be unaffected.

Section 9: This ordinance shall take effect and be in full force five (5) days after passage and publication, as provided by law.

Approved by the Newport City Council at a regular meeting thereof on the 7th of November 2022.

Mayor Keith Campbell

Attest/Authenticated:

Nickole North, City Clerk/Treasurer

Approved as to form:

Kendell Froese, City Attorney

EXHIBIT A

LEGAL DESCRIPTION: The North Half of Government Lot 5 in Section 19, Township 31 North, Range 46 E.W.M., Pend Oreille County, Washington.

EXCEPT, the parcel of land known as Tax 9, more particularly described as follows:

Beginning at the Northwest corner of Government Lot 5; thence East 80 feet; thence South 150 feet parallel with the West line of Government Lot 5; thence West 80 feet to the West line of Government Lot 5; thence North 150 feet to the point of beginning.





City Of Newport

Established 1903

Staff Report

TO: City of Newport, City Council
FROM: Abby Gribi, City Administrator & Rachel Granrath, Planning Consultant
MEETING DATE: November 7, 2022
REQUEST: Annexation and Rezone for Parcel #463119050001 (Clark Annexation)

1. Request

The City of Newport has received a petition to annex a 6.79 acre property within the City’s Urban Growth Area (UGA). The parcel in question is #463119050001 and is currently zoned as County – Undeveloped. The applicant is proposing to annex this undeveloped property for a housing development, known as “Alpine Estates”. The annexation area consists of a single tax parcel, known as Tax 9. Upon annexation, the property would be rezoned to Residential Multifamily (R-2). The annexation area is serviced by all city services including water, fire, sewer, police, etc.

2. General Information

Project Location:	[Street Number to Be Determined] West 8 th Street, Newport, WA 99156 (see vicinity map)
Parcel Number:	Parcel: #463119050001
Legal Description & size:	6.79 acres. The North Half of Government Lot 5 in Section 19, Township 31 North, Range 46 E.W.M., Pend Oreille County, Washington. EXCEPT, the parcel of land known as Tax 9, more particularly described as follows: Beginning at the Northwest corner of Government Lot 5; thence East 80 feet; thence South 150 feet parallel with the West line of Government Lot 5; thence West 80 feet to the West line of Government Lot 5; thence North 150 feet to the point of beginning.
Owner/Applicant:	CT Property Brothers, LLC 342 Casey Road Newport, WA 99156
Urban Growth Area:	The subject property is located in the UGA
Comprehensive Plan	Pend Oreille County Comprehensive Plan zoning is Rural

Designation & Zoning:	Residential.
Existing Land Use & Permit History:	County - Undeveloped

3. Site Information

Site Physical Characteristics:	The site is an undeveloped and unused land area of 6.79 total acres.
Property North:	Residential - Single unit
Property South:	Residential – Single unit & Undeveloped and unused land area
Property East:	Property in Idaho – zoned Suburban
Property West:	Residential – Single unit
Floodplain:	The subject parcel is not located within a flood plain.
Cultural Resources:	None.



Figure 1: Vicinity Map - Subject Property

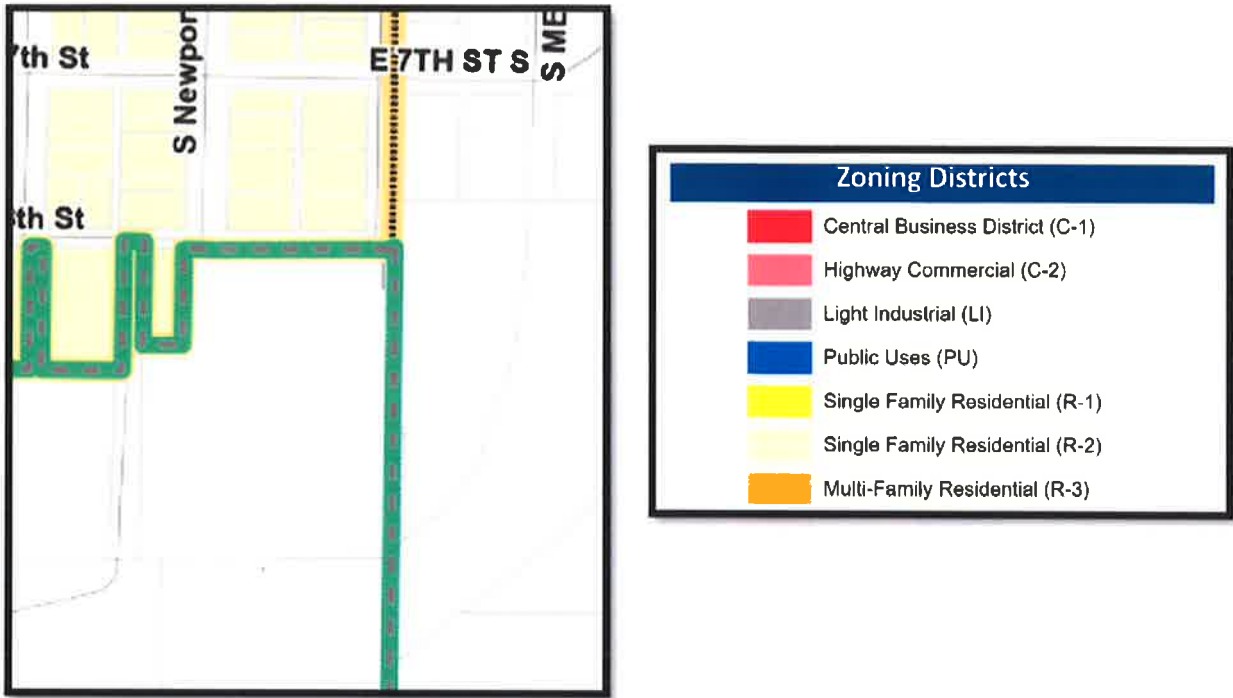


Figure 2: City of Newport Zoning Map – Subject Property

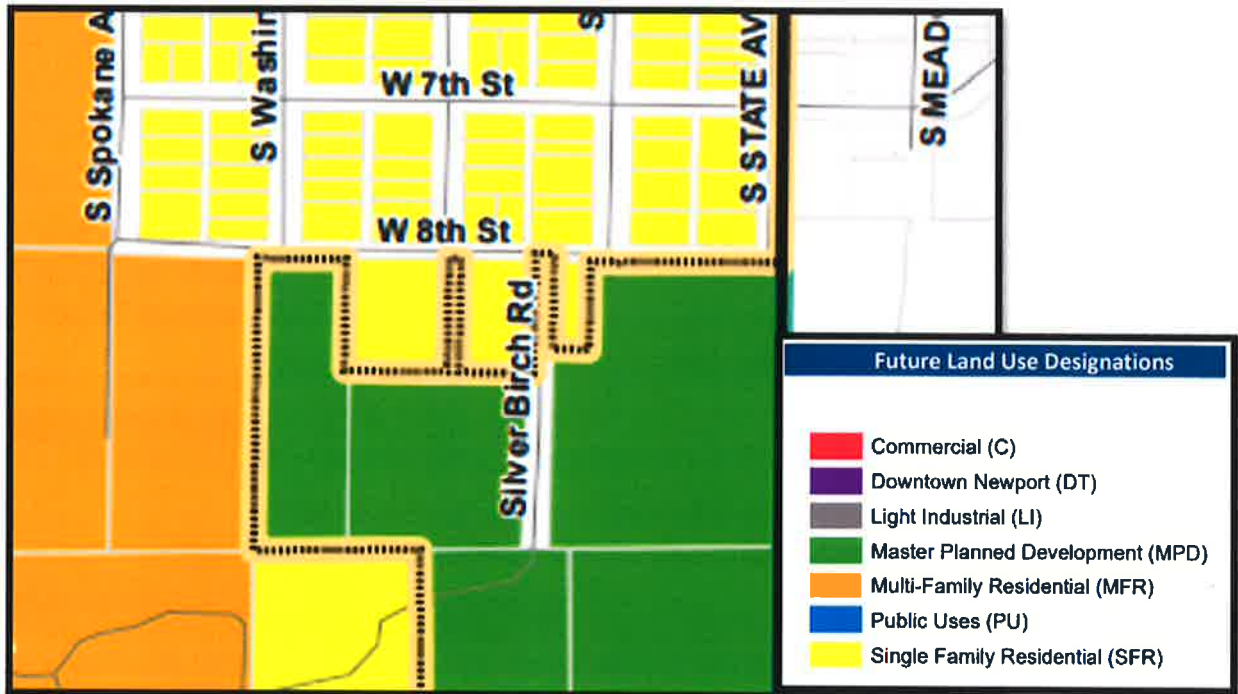


Figure 3: City of Newport Comprehensive Plan Future Land Use Map – Zoomed in to Subject Property

4. Noticing & Comments

Agency review notice was sent to appropriate state, local and federal agencies with a comment window of May 6-May 20, 2022. This followed the complete information packet and the Council initial meeting to move the proposal forward in the review process. Additionally, the Notice of Public Hearing and public comment window before this Newport Planning Commission was published on August 17, 2022.

Agencies Notified	Response Date	Nature of Comment
Department of Ecology	May 19, 2022	Guidance for applicable permits that may be required as development is proposed: Water Quality Program Water Resources Program State Environmental Policy Act
Department of Archaeology and Historic Preservation (DAHP)	May 20, 2022	Recommendation to conduct a professional archeological survey versus an inadvertent discovery plan due to potential of encountering cultural resources in the area

Public Comments	Date Received	Nature of Comment
Donald Carroll: 625 S Union Avenue, Newport WA	8/29/22	Concerned about road access, traffic trends as well as water and sewer systems
Thomas Foster: 728 S Newport Avenue, Newport WA	8/31/22	Growth and density concerns Street conditions/ added traffic Forest disturbance and erosion
Tracy L Stelow: 525 S State Avenue, Oldtown, ID	8/31/22	Believes development to not be viable Questions future development relating to water, sewer and traffic
Linda and Terri Waring: 512 S. Union Avenue, Newport WA	9/2/22	Opposition to annexation Concern on water and sewer Traffic and public safety concerns Environmental impact to wildlife Upgrade existing homes before adding new residences This area is perceived as low income dumping ground
Chris and Lisa Johnson: 447 S State Street, Newport WA	9/2/22	Opposes annexation
Deborah Lowe: 517 S Union, Newport WA	9/2/22	Opposes annexation
Richard Bagwell: 517 S Union, Newport WA	9/2/22	Opposes annexation
Marcus Frantz 511 S State Avenue, Oldtown ID	9/2/22	Opposes annexation
Ciara Owen 513 S Union Avenue, Newport WA	9/2/22	Opposes annexation

Public Comments	Date Received	Nature of Comment
Jon Roland: 701 S Meadowdale Ave, Oldtown ID	9/2/22	Opposes annexation
Melissa Cooper: 701 S Meadowdale Ave, Oldtown ID	9/2/22	Opposes annexation
Garold D David: 515 State Avenue, Oldtown ID	9/2/22	No
Jay Walker: 604 S Union Avenue, Newport WA	9/2/22	Opposes annexation
Chris and Sarah Thomas: 612 S Union Avenue, Newport WA	9/2/22	Opposes annexation
Lisa Johnson:	9/2/22	unwanted annexation; asked for functionality and reports for police, water and sewer; concerns on environmental issues
Chris and Wanda DeBolt: 704 S Newport Avenue, Newport WA	9/4/22	Opposes annexation
Katherine McKern 439 S State Avenue, Newport WA	9/4/22	Opposes annexation
Linda Rumsey: 634 S Newport Avenue, Newport WA	9/4/22	no comment just address and name
Annisa Naccarato: 611 S State Avenue, Newport WA	9/4/22	no comment just address and name
Michele Cassano: 720 S Newport Avenue, Newport WA	9/4/22	Opposes annexation
Larry and Tammy Bricker: 601 S State Avenue, Newport WA	9/4/22	Opposition based on impact, traffic, utilities and neighborhood
Josie Dykeman: 411 South State Street, Newport WA	9/4/22	no comment just address and name
Bettie Mercato: 5125 Newport Ave, Newport WA	9/4/22	no comment just address and name
Randy Pymm: 421 S Newport Avenue, Newport WA	9/4/22	no comment just address and name
Reana Kelly 502 S Meadowdale Ave, Oldtown ID	8/31/22	Opposes annexation
Andrew Jeter 606 Meadowdale Ave, Oldtown ID	9/4/22	Opposes annexation
Coaljudi@gmail.com	9/4/22	contact information
Monte Burnes 105 5 th Street, Newport WA	9/4/22	Opposes annexation and build

5. Application & Public Hearing Notice Compliance

Application Submitted	March 10, 2022
Meeting on the Annexation Proposal	Council Meeting – April 4, 2022

SEPA Determination	The City of Newport has determined that this project is exempt from SEPA review per RCW 43.21C.222.
Determination of Completeness issued:	March 25, 2022 (with conditions)
Notice of Application:	August 17, 2022
Notice of Public Hearing:	August 17, 2022
Public Hearing:	September, 26, 2022

6. Department Analysis/ Regulatory Review

The applicant is requesting an annexation and zone to the City of Newport. This has been reviewed in accordance with the Newport Comprehensive Plan, Newport Municipal Code (NMC) 17.06.060, Title 17 Development Code, Title 18 Zoning, and the State's requirements relating to annexations (RCW 35.13.125).

Annexation Process:

The City of Newport follows the 60 percent petition method for annexation in the State of Washington. (RCW 35.13.125). The process for annexing a property includes the following:

1. Initiation of Annexation Petition
2. Meeting on the Annexation Proposal (RCW 35.13.125)
3. Circulate Petition for Signatures (RCW 35.13.130)
4. Public Hearing on Petition (RCW 35.13.140)
5. Annexation/ Zoning Ordinance and Development Agreement (RCW 35.13.160)

The City Council considered the initial annexation proposal to move forward into evaluation and referral at the April 4, 2022 Council meeting. At that time, Council directed staff to consider annexation and conduct a review of the property, potential development as well as level of service analysis for future development if annexed.

a. Departmental Review and Level of Service Analysis

As directed by Council, appropriate departments, staff, agencies, and organizations have had an opportunity to provide input on this annexation request. The following bullets summarize the level of service analysis, input and details from appropriate agencies and departments:

- **Transportation:** the level of service standard and existing road network can service this annexation; however, improvements will need to be made to 8th and a traffic impact analysis shall be conducted when development is proposed
- **Water:** Water service has capacity and a 6" main line in 8th avenue
- **Sewer:** The city can service this area and future development but will require the applicant to financially contribute to the impacts to the plant and a new pump. See conditions of approval below.
- **Police/Fire:** City Police and Fire already service the adjacent area and have capacity to service additional units in this area.

- **Open Space/Parks:** As conditioned below, the applicant will address open space and parks elements on the development as part of a future submittal.

b. SEPA Environmental Review

The City of Newport has determined that this project is exempt from SEPA review per RCW 43.21C.222.

c. City of Newport Comprehensive Plan

The Comprehensive Plan has been reviewed for the use and Staff finds that the project is consistent with the Comprehensive Plan. The future land use designation is Master Planned Development, and the applicant seeks to zone the property Single Family Residential (R-2) upon annexation. Figure 2 and Figure 3 in this report illustrates both the future land uses relative to the property and the current zoning. The surrounding land uses are consistent with residential uses and development.

Applicable Comprehensive Plan Goals & Policies:

Land Use Policy #4.3: Only properties within the Newport Urban Growth Area may be annexed into the City.

- Properties that are annexed into the City will be zoned in accordance with the Future Land Use Map.

Land Use Policy #4.4: The provision of City water and sewer service in the Newport Urban Growth Area should be conditioned on annexation, or the execution of an annexation agreement, provided that:

- The rates for City utilities provided in areas outside of the City limits may be up to 150% of the rates charged for services inside the City limits, in accordance with the provisions of state law.

Housing Goal #1: Support an adequate supply of housing by promoting a sufficient supply of land and infrastructure capacity for a variety of residential types and uses.

Housing Policy #1.1: Merge the R-3 and R-4 zoning districts into a multi-family zoning district to provide property owners with more options for the redevelopment of their property.

Housing Policy #1.2 Seek to increase the supply and affordability of rental units. This may include, but is not limited to:

- Exploring the feasibility of permitting multi-family developments in commercial zoning districts; and
- Density bonuses as an incentive to provide affordable housing.

Housing Policy #1.3: Ensure regulations apply equally to site-built and manufactured housing types.

Housing Policy #1.4: Support the creation of affordable housing with local social service agencies.

Housing Policy #1.5: Identify and evaluate opportunities to increase residential density without harming neighborhood character. This may include:

The preparation of standards to support the appropriate development of accessory dwelling units and alternative types of housing such as cottage housing.

d. Land Use Regulations

The project as described is proposing to be zoned to Single Family Residential (R-2). Development will be analyzed after the property is annexed. Any further development applications will be required to comply with land use processes, procedures, and will require notice to adjacent property owners. *Any future development will be reviewed at the time of submittal against city codes, development regulations and design considerations.*

e. Newport Municipal Code Review Criteria Section 17.01.050 Annexations:

Per the City Code, Annexation requests shall be made to the city of Newport. All land proposed to be annexed to the city must be within the urban growth area (UGA) and shall be zoned in accordance with the future land use map and comprehensive plan of the city of Newport.

The subject property is adjacent to the city limits and has been designated as an area of growth for annexation in the Urban Growth Area (UGA) thus is eligible for annexation consideration.

A. The annexation of any property into the city which has not been platted or developed in a manner that is consistent with city platting requirements or development standards may be conditioned by a pre-annexation agreement to bring the subject property into compliance with current city platting requirements and development standards. The city council may further condition acceptance of any annexation petition upon the completion of utility, street, sidewalk or other improvements to city standards to ensure compatibility of the annexation area with existing city utilities, streets, sidewalks or other improvements.

See the conditions of approval in item #7 of this staff report. As conditioned, the annexation will be brought into all required standards and improvements which will be addressed at the time of development concepts and submittals.

B. All annexed lands shall be zoned R-1 unless otherwise depicted on the future land use map or otherwise approved by the city council.

This area is adjacent to properties that are currently zoned R-2. The requested zoning is R-2, which is consistent with the Comprehensive Plan and adjacent land uses.

7. Recommendation & Conditions of Approval

Staff is recommending approval of the annexation and zone to Residential Multifamily (R-2) of Parcel #463119050001 known as the Clark Annexation as outlined in this staff report and all exhibits, *with the following conditions:*

1. **Sewer:** At the time of a future development submittal, the applicant will be required to analyze and financially contribute to sewer improvements associated with the proposal. Improvements include but are not limited to a new sewer pump in order to support this development.
2. **Water:** The applicant shall propose a looped system at the time of future development submittals, which shall tie into the 6" water main on 8th street.
3. **Transportation:** The applicant shall make improvements to 8th Street in accordance with the City streets and utilities standards, or as amended. This will include but not be limited to paved travel lanes, swales and drainage, walking paths or sidewalks, and general road improvements. At the time of development submittals, a traffic memo and analysis shall be submitted to the City.
4. **Land Uses & Design Criteria:**
 - a. **Single Family:** Single family development will require a preliminary and final plat and will be evaluated in accordance with Newport Municipal Zoning and Subdivision Codes at the time of submittal.
 - b. **Cottage Court:** As a permitted use within the R-2 zoning district, at a minimum the applicant will need to address the following as part of a future development submittal:
 - i. Home ownership association (HOA) and management including Covenants, Conditions and Restrictions (CC&Rs)
 - ii. Common cottage court open space and recreation
 - iii. On site parking and visitor parking
 - iv. Design considerations of facades, units, and orientation
 - v. Other items deemed necessary by City staff, regulations and laws
5. **Open Space/ Parks:** Future development shall address recreation and open spaces in accordance with adopted Comprehensive Plan and Parks Plan.
6. **Environmental Review:** The applicant shall be responsible for permits through the Department of Ecology, Department of Natural Resources, and other appropriate State entities. At a minimum, future plans must be compliant and approved through the Water Quality Program; Water Resources Program and obtain approvals through the State Environmental Policy Act (SEPA).
7. **Cultural Resources:** The applicant shall evaluate the needs for a cultural resources plan as part of future developments, and at a minimum prior to any permits and approvals shall consult with local tribes and have an inadvertent discovery plan in place.
8. **Development Phasing:** Future development proposals for this site shall include a development phasing plan, to be proposed by the applicant. The phasing plan, development exhibits, platting, design, landscaping, and associated improvements will be memorialized in a development agreement which will be associated with specific land uses and design, in accordance with appropriate laws, codes, and manuals.

8. Planning Commission Recommendation and Conditions of Approval

On September 26, 2022, the Planning Commission recommended approval with conditions in regard to the annexation and zone to Residential Multifamily (R-2) of Parcel #463119050001 known as the Clark Annexation, as recommended by staff and the associated exhibits.

9. Council Decision

The council can approve, deny or approve with conditions. Staff has analyzed the annexation, zoning and levels of service as identified in this staff report, and is recommending approval with conditions, as outlined in Item 7 of this memo. Staff is recommending the motion as drafted below.

Recommended motion:

I move to approve the annexation and zone to Residential Multifamily (R-2) of Parcel #463119050001, known as the Clark Annexation, as conditioned by staff and outlined in this staff report and associated exhibits.

10. Exhibits

- Exhibit A: Application Materials
- Exhibit B: Agency Comments
- Exhibit C: Public Comments
- Exhibit D: Noticing Documents
- Exhibit E: Draft Planning Commission Minutes – September 26, 2022

CITY OF NEWPORT, WASHINGTON

200 S. WASHINGTON AVENUE
 NEWPORT, WA 99156
 (509) 447-5611 FAX: (509) 447-2226

APPLICATION

PETITIONER/OWNER: CT Property Partners, LLC (Yvonne Clark)
342 Casay Rd, Newport
mailing address
ctpropertypartners@gmail.com
Email address Telephone number 509-671-7993

LOCATION OF PROPERTY: NNA - 8th St & Silver Birch Rd
(next to 2nd 8th St)

ZONING OF PROPERTY: County - undeveloped

WHAT PERMITS ARE BEING REQUESTED (In accordance with City Ordinance #2021)

<p>Type 1: (No hearing needed; Decision maker is Mayor or designee; Appellate body is Hearing Examiner)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Boundary Line Adjustment <input type="checkbox"/> Building Permit (including signs) <input type="checkbox"/> Clearing & Grading Permit <input type="checkbox"/> Code Interpretation <input type="checkbox"/> SEPA Action <input type="checkbox"/> Shoreline Authorization <input type="checkbox"/> Short Plat Approval (4 or less lots) <input type="checkbox"/> Site Plan <input type="checkbox"/> Temporary Use Permit 	<p>Type 2: (Public hearing held before the Hearing Examiner; Decision maker is Hearing Examiner; Appellate body is Superior Court)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Conditional Use Permit <input type="checkbox"/> Variances <input type="checkbox"/> Preliminary Binding Site Plan Approval <input type="checkbox"/> Preliminary Plat Approval (5 or more lots) <input type="checkbox"/> Preliminary Planned Development Approval <input type="checkbox"/> RV Parks <input type="checkbox"/> Shoreline Conditional Use Permit <input type="checkbox"/> Shoreline Substantial Development Permit <input type="checkbox"/> Shoreline Variance
<p>Type 3: (No hearing needed unless noted otherwise; Decision maker is City Council; Appellate body is Superior Court)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Final Plat Approval (5+ lots) _____ <input type="checkbox"/> Final Binding Site Plan Approval <input type="checkbox"/> Final Planned Development Approval <input type="checkbox"/> Plat Vacation or alteration ** <input type="checkbox"/> Street Vacations ** 	<p>Type 4: (Public hearing held before the Planning Commission; Decision maker is City Council; Appellate body is Superior Court)</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Annexation _____ <input type="checkbox"/> Comprehensive Plan Amendment <input type="checkbox"/> Future Land Use Map Amendment <input type="checkbox"/> Development Regulation Revision <input type="checkbox"/> Site Specific Rezone *

* Appeals of site specific rezones must be filed in Superior Court.

** A public hearing shall be conducted by the City Council.

NOTE:

- All applicants must be accompanied by a site plan if applicable.
- All fees are listed on the City of Newport's current Fee Schedule which is adopted by Resolution. Fees must accompany the application and are non-refundable.
- Applicant is responsible for all legal publication and/or hearing examiner costs associated with the application.

Explanation of Application/Permit Requested:

Annexation of undeveloped 6.79 acres for future housing development - plot - 8th ST - Silver Birch Rd and skyline roads - parcel # 463119050001

Anna Chen
Signature of Application

10/25/2021
Date

For Official Use Only

Application Number 2021-PC19
 Date of Application _____
 Date of Notification _____
 Date of Hearing _____
 Date of Publication _____
 Fees Paid _____
 Action Taken _____

Granted with the following conditions, if any: _____

Denied for the following reasons: _____

Signature of Authorized Personnel

Date



City Of Newport

Established 1903

PETITION FOR ANNEXATION

TO: Newport City Council;
200 S. Washington Avenue
Newport, WA 99156

WE, the undersigned, being the owners of not less than sixty percent in value (according to the assessed valuation for general taxation), of the real property described in *Exhibit A, Legal Description*, attached hereto, lying contiguous to the City of Newport, Washington, do hereby petition that such territory be annexed and made a part of the City of Newport under provisions of RCW 35A.14.120, et seq., and any amendments thereto of the State of Washington.

The subject property proposed to be annexed lies within Pend Oreille County, Washington and is described in *Exhibit A, Legal Description* and *Exhibit B, Site Map*.

WHEREFORE, the undersigned respectfully request that the Newport City Council annex the following property to the City of Newport and request the following:

- (a) That appropriate action be taken to entertain this petition, fixing a date for a public hearing, causing notice to be published and posted, specifying the time and place of such hearing, and inviting all persons interested to appear and voice approval or disapproval of such annexation; and
- (b) That following such hearing, the City Council determine by Ordinance that such annexation and zoning shall be effective; and that property so annexed shall become a part of the City of Newport, Washington, subject to its laws and ordinances then and thereafter in force.

These pages are a group of pages containing identical text and prayer intended by the signers of this petition to be presented and considered as one petition and may be filed with other pages containing additional signatures which cumulatively may be considered as a single petition.

WARNING: Every person who signs this petition with any other than his or her true name, or who knowingly signs more than one of these petitions, or signs a petition seeking an election when he or she is not a legal voter or signs a petition when he or she is otherwise not qualified to sign, or who makes herein any false statement, shall be guilty of a misdemeanor.

PRAYER OF PETITION: (1) Annexation of area described in Exhibits "A" and "B", and (2) Assumption of indebtedness of the City of Newport, and (3) Adoption of the City of Newport Comprehensive Plan and Zoning Designations, the subject property requests a zoning designation of SFR OR Cottage Homes



City Of Newport

Established 1903

Yvonne Clark 342 Casey Rd, Newport, WA
1) Owner's Signature Address

Yvonne Clark 2/14/2022
Printed Name Date

James P. Clark 342 Casey Rd, Newport, WA
2) Owner's Signature Address

James P. Clark 2/14/2022
Printed Name Date

3) Owner's Signature Address

Printed Name Date

4) Owner's Signature Address

Printed Name Date

5) Owner's Signature Address

Printed Name Date



City Of Newport
Established 1903

EXHIBIT A: LEGAL DESCRIPTION



FRONTIER TITLE & ESCROW
Company, Inc.

EXHIBIT "A"

Legal Description

The North Half of Government Lot 5 in Section 19, Township 31 North, Range 46 E.W.M., Pend Oreille County, Washington.

EXCEPT, the parcel of land known as Tax 9, more particularly described as follows:

Beginning at the Northwest corner of Government Lot 5; thence East 80 feet; thence South 150 feet parallel with the West line of Government Lot 5; thence West 80 feet to the West line of Government Lot 5; thence North 150 feet to the point of beginning.

TBD
Address: ~~261~~ West 8th Street, Newport, WA 99156

Parcel No.: 463119050001

Abbreviated Description: N1/2 GL 5 Less Tax 9 19-31-46

Seller

Seller

Buyer

Buyer

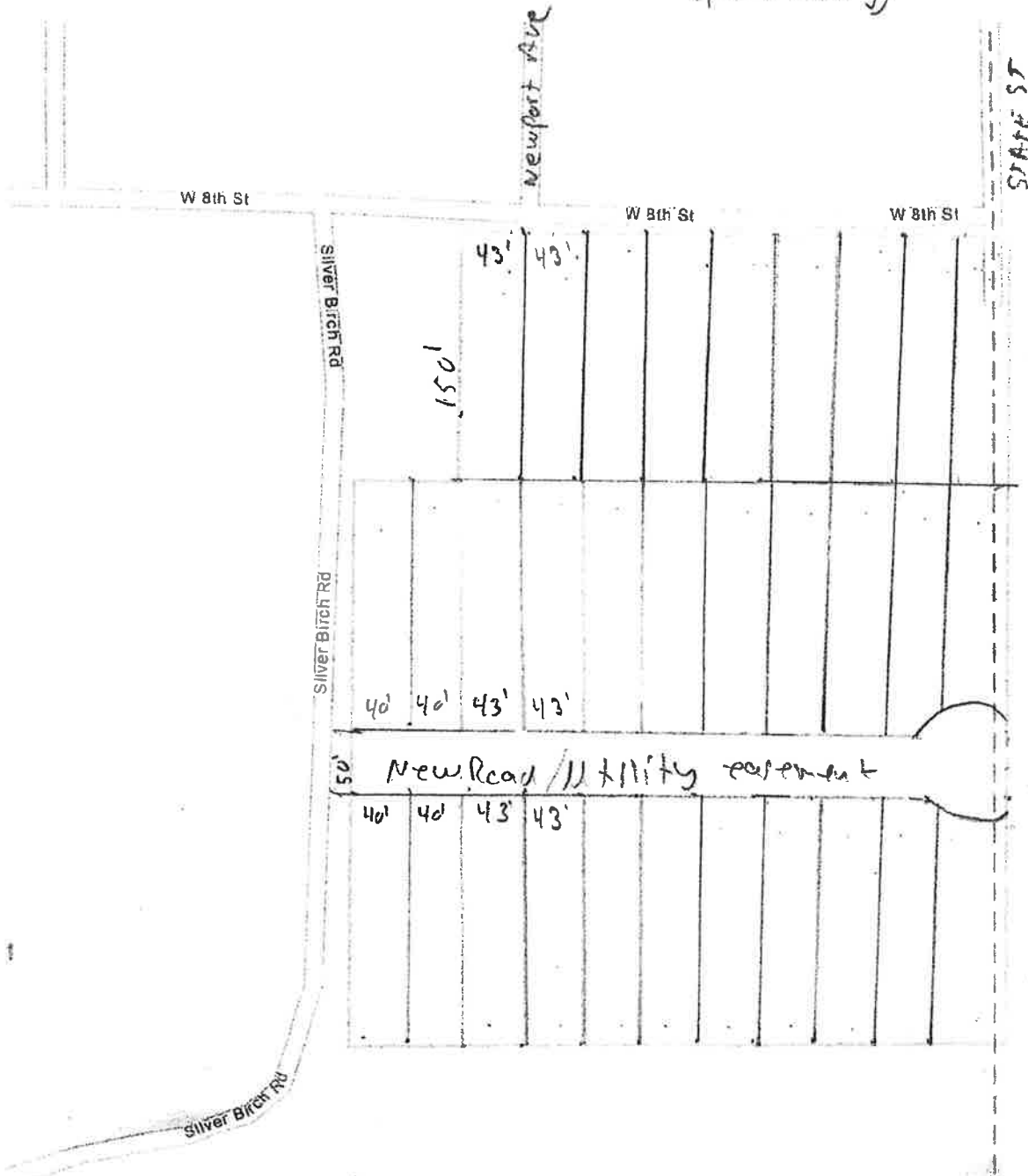


City Of Newport

Established 1903

EXHIBIT B: SITE MAP (preliminary)

"Alpine Estates"



(Dimensions
are approximate
pending survey)
(0.79 acres per
assessor)

Parcel
403119050001



Allyson Brooks Ph.D., Director
State Historic Preservation Officer

May 20, 2022

Rachel Granrath
Planner
City of Newport
200 S Washington
Newport, WA 99156-0546

In future correspondence please refer to:
Project Tracking Code: 2022-05-03352
Property: City of Newport_Clark Annexation for Future Development (2021-PC19)
Re: Survey Requested

Dear Rachel Granrath:

Thank you for contacting the Washington State Historic Preservation Officer (SHPO) and Department of Archaeology and Historic Preservation (DAHP) and providing documentation regarding the above referenced project. These comments are based on the information available at the time of this review and on behalf of the SHPO in conformance Washington State law. Should additional information become available, our assessment may be revised.

Our statewide predictive model indicates that there is a high probability of encountering cultural resources within the proposed project area. Further, the scale of the proposed ground disturbing actions would destroy any archaeological resources present. Identification during construction is not a recommended detection method because inadvertent discoveries often result in costly construction delays and damage to the resource. Therefore, we recommend a professional archaeological survey of the project area be conducted and a report be produced prior to ground disturbing activities. This report should meet DAHP's [Standards for Cultural Resource Reporting](#).

We also recommend that any historic buildings or structures (45 years in age or older) located within the project area are evaluated for eligibility for listing in the National Register of Historic Places on Historic Property Inventory (HPI) forms. We highly encourage the SEPA lead agency to ensure that these evaluations are written by a cultural resource professional meeting the [SOI Professional Qualification Standards in Architectural History](#).

Please note that the recommendations provided in this letter reflect only the opinions of DAHP. Any interested Tribes may have different recommendations. We appreciate receiving any correspondence or comments from Tribes or other parties concerning cultural resource issues that you receive.

Thank you for the opportunity to comment on this project. Please ensure that the DAHP Project Tracking Number is shared with any hired cultural resource consultants and is attached to any communications or submitted reports. Please also ensure that any reports, site forms, and/or historic property inventory (HPI) forms are uploaded to WISAARD by the consultant(s).



Should you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Sydney Hanson". The signature is written in black ink and includes a long horizontal flourish extending to the right.

Sydney Hanson
Transportation Archaeologist
(360) 280-7563
Sydney.Hanson@dahp.wa.gov





STATE OF WASHINGTON
DEPARTMENT OF ECOLOGY

Eastern Region Office

4601 North Monroe St., Spokane, WA 99205-1295 • 509-329-3400

May 19, 2022

Abby Gribi
City Administrator
City of Newport
200 S. Washington Ave
Newport, WA 99156

Re: Clark Annexation

Dear Abby Gribi:

Thank you for the opportunity to provide comments regarding the Clark Annexation project (Proponent: CT Property Partners, LLC). After reviewing the documents, the Department of Ecology (Ecology) submits the following comments:

Water Quality Program-Shannon Adams (509) 329-3610

Construction activities associated with this annex may require coverage under the Construction Stormwater General Permit.

For more information in obtaining a Construction Stormwater General Permit, or for other technical assistance, please contact Shannon Adams at (509) 329-3610 or via email at Shannon.Adams@ecy.wa.gov.

Water Resources Program-Herm Spangle (509) 329-3488

The water purveyor is responsible for ensuring that the proposed use(s) are within the limitations of its water rights. If the proposal's actions are different than the existing water right (source, purpose, the place of use, or period of use), then it is subject to approval from the Department of Ecology pursuant to Sections 90.03.380 RCW and 90.44.100 RCW.

For more information or technical assistance, please contact at (509) 329-3488 or via email at Herm.Spangle@ecy.wa.gov.

State Environmental Policy Act (SEPA)-Cindy Anderson (509) 655-1541

Ecology bases comments upon information submitted for review. As such, comments made do not constitute an exhaustive list of the various authorizations you may need to obtain, nor legal requirements you may need to fulfill in order to carry out the proposed action. Applicants should remain in touch with their Local Responsible Officials or Planners for additional guidance.

Abby Gribi
May 19, 2022
Page 2

For information on the SEPA Process, please contact Cindy Anderson at (509) 655-1541 or via email at Cindy.Anderson@ecy.wa.gov.

For more guidance on, or to respond to the comments made by Ecology, please contact the appropriate staff listed above at the phone number or email provided.

Department of Ecology
Eastern Regional Office
(Ecology File: 202202178)

Newport, Washington, August 29, 2022

Newport City Council
200 S Washington Avenue
Newport, WA 99156

Concerning Planned Annexation and Rezone of 6.79 Acres of Pend Oreille County land parcel # 463119050001

Dear Council members,

I would like to comment on the recent request to annex to the city of Newport the parcel of property designated as abbreviated description: N ½ GL5 Less Tax 9 19-31-46, parcel number 463119050001 and to zone such property as SFR or Cottage homes as presented on exhibition B of the request.

This would add twenty-six plus new single family residential homes to our neighborhood and with only three roads as access points to the existing neighborhood, has any study been conducted to determine how this request would affect local traffic trends?

I am also concerned about the effect this would have on the already old and over taxed sewer and water systems the city provides. I would like to see a study on how this would be affected should you approve this request.

Sincerely Submitted,



Donald Patrick Carroll
Residence: 625 S Union Ave
Newport, WA 99156
Tel: 208-304-4870

RECEIVED

AUG 31 2022

CITY OF NEWPORT
NEWPORT, WA

Newport, Washington, August 31, 2022

Newport City Council
200 S Washington Avenue
Newport, WA 99156

Thomas Foster
728 S Newport Ave
Newport, WA 99156

Concerning: Planned Annexation and Rezone of 6.79 Acres of Pend Oreille County land parcel # 463119050001 into the City of Newport

Dear Newport City Council,

I would like to comment on the recent request by CT Property Partners LLC to annex to the city of Newport the parcel of property between Silver Birch Road, State and Newport Avenues at 8th Street, designated as parcel number 463119050001 and to rezone those 6.79 acres for residential housing.

Viewing the plans for those 6.79 acres, I noted the proposed density of housing to be created for at least 26 to possibly 31 lots with single family units or cottage houses. That is an immense growth for this area and would mean further strain to the current infrastructure such as the sewer system. That system, as I was informed, is from 1940 and it seems to be already near or at its capacity to handle the current flow of sewage. Adding 26 plus new housing units would be an unnecessary burden on the already strained system. Updating that system would cost us tax payers more than we can afford.

The situation of the streets in South Newport is atrocious. After the last winters, little to nothing has been done to repair the damage to the pavement. Add to that multiple heavy trucks per day to bring in construction equipment, take out the logged trees, bring or remove dirt as needed, would also further damage the already decrepit street surfaces. If further traffic is added to Newport, Union, State and Washington Avenues the damage will be hard to keep up with. Does the city counsel plan to just allow investment from outside companies for the profit the city will gain without thinking about the needed repairs to current infrastructure? How can we afford to build new streets or extend current ones for this project when we can not even take care of our current streets?

The traffic along South Newport, Union, Washington and Spokane Avenues is currently manageable. In the summer lots of children play along the streets and ride their bikes in the streets. The added traffic from a new housing development would mean more danger of some child getting ran over or hurt in other ways. Has there been any thought put in to how to manage the flow of traffic in and out of South Newport?

The ground of the proposed land has always been field or forest. There have never been large housing developments in that area. Sections of Silver Birch Hill are prone to land slides. Has a study been done as to the stability of the ground in the event of torrential rain after the area has been logged and stripped of stabilizing ground cover vegetation? How many houses can that sandy ground hold before it starts to slide?

Sincerely Submitted,

Thomas M. Foster

RECEIVED

AUG 31 2022

CITY OF NEWPORT
NEWPORT, WA

August 31, 2022

City of Newport, Washington

RE: CT Property Partners LLC

Application Number: 2021-PC19

Attention: Newport Planning Commission

I am writing in regards to the Proposal and project Permits for this company CT Property Partners LLC

I live at 525 S. State Ave in Oldtown Idaho. I know I do not live in the proposed town but as you know this street is on the Washington/Idaho Border line and this housing development will affect me.

I am asking you to Deny the Annexation. I do not believe it is viable at this time. I am asking you to consider all my following questions. I would like the answers to be mailed to my address below.

How will this affect the taxes on the neighboring properties?

How will the city of Newport accommodate this housing development on the water and sewer system when the wells do not produce enough water and the city is using the back-up emergency sewer system? Oldtown just annexed a development of 60 homes off of E. Valley Street South that will be using the Newport sewer system that already appears to be overtaxed. I wondering how this will even be viable if the sewer system is not updated soon?

This will put more traffic load on State Ave because all of your Newport streets are filled with potholes and falling apart. South State Ave is the only decent street with the exception of W. 5th Ave. I know for a fact all of the Heavy Construction equipment will be coming down this road as I see it now when anyone on the west side of S. State Ave have any kind of construction or updating going on.

Sincerely



Tracy L. Stelow

525 S. State Ave

Oldtown, Idaho 83822

Abby Gribi

From: L. R. Waring <lrwaring@aol.com>
Sent: Friday, September 2, 2022 12:24 PM
To: Abby Gribi
Cc: rachel.granrath@scjalliance.com
Subject: Public Notice 2022225 Applicant #2021-PC19 Notice of Public Hearing Proposal to Annex 6.79 Acres

Dear Ms. Gribi, City Administrator, Newport, WA.,

We are writing in opposition to the proposed annexation for the following reasons:

1. As a homeowner in the area, we know only too well the challenges placed on our aged water and sewer system here on the South side of the City of Newport. Adding new homes, rentals, trailers or other dwellings would place too much of a burden on an already overburdened system.
2. The Southside is already home to a sprawling low-income, rundown, aging trailer community which has been the source of police activity and other disturbances and increased traffic issues. There would not be adequate infrastructure in place to maintain either the neighborhood atmosphere or public safety should this permit be granted.
3. No environmental impact or other assessment has been done on this property to determine the effect of development on either the community at large or the wildlife which would be affected by this development.
4. Finally, the water pipes in the majority of homes in this part of the city are old galvanized, lead, or copper pipes. If upgrades are needed, lets start there first with an upgrade of existing systems for local homeowners before adding additional strain on our systems.

We, on the Southside, have put up with unchecked drug houses, rundown Section 8 apartment buildings, cars and trucks double parked along already crowded streets, a furniture storage warehouse with trucks running to and fro in a residential neighborhood, and a variety of other operating businesses dotted throughout the neighborhood adding to traffic problems. For far too long this has become the dumping ground for low-income housing and enough is enough.

Thank you for your time and consideration.

Sincerely,
Linda and Terri Waring
512 S. Union Ave.
Newport, WA

Chris & Lisa Johnson 447 S. State
oppose annexation at end
of Newport Ave.

Gj Lisa Johnson

Application

2021-1219

Demetrius Rowe
517 S. Union
Newport, Wa 99156
509-589-0162

I oppose the annexation.

Richard Bagwell
517 S. Union
Newport, Wa 99156

. 509-589-0836

I oppose the annexation .

Marcus Frantz 511 South State Ave (509)-674-6270

I oppose the annexation of Newport Ave.

We oppose the annexation.

513 S Union Ave

Cross Queen

T. J. [Signature]

JON ROLAND (208) 627-3675

701 S MEADOWDALE AVE

OLDTOWN ID 83822

I AM OPPOSED TO THE ANNEXATION

ON NEWPORT AVE

Melissa Cooper

701 S. Meadowdale Ave

Oldtown ID 83822

I am opposed to the annexation

on Newport Ave.

GAROLO D DAVID

515 STATE AVE

NO

Jay Walker

604 S. Union Ave

I oppose the Annexation

CHRIS & SARAH THOMAS 612 S. UNION

OPPOSE THE ANNEXATION AT END OF
NEWPORT AVE.

Sept 2, 2022

I, Lisa Johnson have just heard about the proposed development/annexation at the end of Newport Ave

Application # 2021-PC19

With no time to plan - was able to begin talking with Neighbors in our established community.

This annexation/development proposal is unwanted for many reasons.

I have requested reports from City Police for Newport Union State Streets. As well as Public Records for the functionality & cement capacity of Newport's water & sewer plant.

Also environmental concerns, as well as others that may arise.

Lisa Johnson
9/2/22

Chris & Wanda DeBolt
704 S. Newport Ave.
Newport, WA 99156

(509) 926-3498

We oppose the (development) Annexation
on Newport Ave.

Katherine McKern 439 S. State Ave Newport
I don't agree with the annexation on Newport Ave.

Linda Rumsey
534 S. Newport Ave
Newport WA 99156

Annisa Naccarato
611 S. State Ave
Newport WA 99156

208-610-3966

Michèle Cassano
720 S. Newport Ave.
Newport, Wn. 99156
509 6712345

I Michèle Cassano, do agree
with this annexation at the end
of Newport Ave.

Michèle Cassano

Larry & Sammy Bricker Phone: 208-671-1480
601 S. State Ave. Phone: 208-671-2129
Newport WA 99156

We were just informed on 09/02/2022 that there is a development wanting to annex into Newport at the end of Newport Ave. We oppose this annexation due to the impact it will have on our traffic through our neighborhood and the impact it will have on utilities usage.

Signed: Sammy L. Bricker
Larry Bricker

JOSIE DYKEMAN

509 671 7556

411 S. OUTH STATE AVE #A

NEWPORT WA

99156

Pattie Meranda

508 447.4008

5125 Newport Ave

Renny Fynn 509-671-0975
421 S. NEWPORT AVE

Tenea Kelly 502 S. meadowdale Ave
Oldtown, Md. 83822

I do not agree with said
development.

509-671-5869

Thank you
Tenea Kelly
8/31/2022

Andrew Jerer 208 290 6107

606 Meadowdale Ave.

I disagree with annexation

coaljudi@gmail.com
208-304-8203

Monte Burnes
105 5th street
Build

I oppose

The annex

**CITY OF NEWPORT
NOTICE OF PUBLIC HEARING**

Name of Applicant: CT Property Partners LLC
Application Number: 2021-PC19
Date of Application: March 10, 2022
Date Letter of Completeness Issued: March 25, 2022
Date of Public Hearing before the Newport Planning Commission: September 26, 2022

Description of Proposal and Project Permits: The applicant is proposing to annex 6.79 acres of undeveloped land within Pend Oreille County into the City of Newport. The annexation area consists of a single tax parcel and is located within the Newport Urban Growth Area, parcel #463119050001. Upon annexation, the property would be rezoned to Residential Multifamily (R-2). The annexation area is serviced by all city services including water, fire, sewer, police, etc.

Requested Approvals, Actions and/or Required Studies: An Annexation and Zoning requires a Public Hearing before the Planning Commission with recommendation to City Council. Final decision is made by City Council. The Planning Commission and City Council must find the proposal is in accordance with Title 17, with respect to a proposed annexation and zoning map amendment.

Other Permits Not Included, To the Extent Known: City of Newport Site Plan, City of Newport Building Permit, Excavation Permit. Development Application, Water and Sewer Permit.

Statement of Public Comment Period: **The fifteen (15) day comment period commences on Wednesday, August 17, 2022, and lasts through Friday, September 2, 2022.** Any interested person/party has the right to comment on the proposal, receive notice of and participate in any hearing, request a copy of the decision once it is made and may appeal the decision subject to the requirements of Title 17.

Statement of Preliminary Determination: The development regulations that will be used for project mitigation and to provide consistency with the type of land use for the proposed site are outlined in the Newport Comprehensive Plan, Newport Municipal Code (NMC) 17.06.060, Title 17 Development Code and Title 18 Zoning.

Threshold Determination: The City of Newport has determined that this project is exempt from SEPA review per RCW 43.21C.222.

Notice of Public Hearing: Pursuant to NMC 17.06.060 a public hearing will be scheduled after the comment period to hear public comment on the proposed annexation. The public is invited to attend and provide comment on this proposal. The Public Hearing is scheduled before the Newport Planning Commission on September 26, 2022, at 5:30 PM at 200 S. Washington Avenue, Newport, WA 99156 or via Zoom. Meeting details are located on the City's website at <https://newport-wa.org/>

City Contact Person: To provide public comment or for further information about this project, please contact Abby Gribi at (509) 447-5611 or AGribi@newport-wa.org or Rachel Granrath, Planner (720) 273-7172 or rachel.granrath@scjalliance.com

Newspaper publication date: August 17, 2022

MINUTES OF THE NEWPORT CITY PLANNING COMMISSION
Monday, September 26, 2022

A meeting of the Newport City Planning Commission was held on September 26, 2022, at 5:30 PM at City Hall, 200 S. Washington Avenue, Newport, Washington, with the following present:

	Abby Gribi	City Administrator
	Lyndsie Halcro	Accounting Clerk
	Rachel Granrath	Planning Consultant
Terri Ivie		Chair
Levi Litowitz		Vice Chair
Adam Wiltse		Commissioner
Kevin Wright		Commissioner
Carla Aannerud		Commissioner

Commissioner Ivie called the meeting to order at 5:30 PM, followed by roll call.

AMENDMENTS TO THE AGENDA:

No amendments were made.

APPROVAL OF AGENDA & MINUTES:

Commissioner Litowitz moved to approve the September agenda and minutes from August 22nd meeting; Commissioner Wiltse seconded. Motion carried.

NEW BUSINESS:

Commissioner Ivie made a motion to discuss the Clark Annexation.

Does any commission member wish to disclose him or herself for any personal or financial interest in this matter or does any commission member wish to report any significant ex-parte or pre-hearing contacts.

All members reported no.

Commissioner Ivie then asked if any member of the audience wish to challenge the right of any commissioner to hear the matter of the Clark Annexation.

No challenge was made by the audience.

A staff report was presented to the commission by Rachel Granrath.

Clark Annexation is 6.79 acres located in a location identified as the urban growth area and would be marked as a R2 zone.

Council studied the area for the ability to provide sewer, water, police, and fire services.

Agency reviews including the City of Newport, Public Utility District, Department of Ecology and many more are participating. The City of Newport mentioned that due to the proximity of the

EXHIBIT E

location, Police and Fire already service this area. The City also requested that the owner put in a new pump for the sewer and installing a 6" line for the water main.

Applicant's CT Property Partners LLC: Yvonne & James Clark, were asked to speak to the commission about the proposed property being annexed into the City of Newport. The Clarks wished to provide affordable housing opportunities to this area but haven't decided on the buildings that would be put in this area.

Commissioner Ivie made a motion to hear public comments at 5:45 pm.

Lisa Johnson, 447 S. State Street:

Lisa said that she was first notified on this project via social media posts and heard that there would be 1-31 houses put onto the property. She stated she was concerned with water and sewer issues and how much the current plant could handle. Another concern was the police issues with this area, loud cars, dirt bikes, and fires and if our police could handle this additional population. It was mentioned that they already struggle to get trouble tenants out of rentals and that no one in the community had heard about this project and they don't want this in the city.

Christopher DaBolt, 704 S. Newport Avenue:

Christopher stated that this neighborhood is working on cleaning up the area and they don't want people to move in and disturb what they have been working on. He had concerns of the property values being brought down and is worried about the extra traffic to the area and the impact that would cause.

Jerry Kroening, 42 Silver Birch Road:

Jerry commented about what the development of this area would look like, if the streets would be paved, and if the city would be maintaining the area. He expressed concern of the removal of trees on the hillside and how that would affect the hill or damage the landscape.

Thomas Foster, 728 S. Newport Avenue:

Thomas stated he grew up on the corner of Newport and expressed concern about the trash that has accrued in this region. He stated that he has seen trash dumped in the area, he was wondering about the cleanup of the area, and if there is any thing of historic value on the hillside and what would be considered an item that is historic or needs preservation. Thomas also talked about how the area has grown in the last few years and the thru traffic to the area. He also inquired about paving and the impact to the current owners of this area. He did mention to understand if there would be worse echoes or more noise with more people moving in.

Linda Warning, 512 S. Union Avenue:

Linda brought up she has lived her for 20 years and was raised in the area. She does not want to see a trailer park put in this area. She expressed concern for crime in this area and an aging sewer system. She stated she has seen silt in our water and requires cleaning the filter on the faucet. She questioned if the infrastructure is ineffective.

Donald Patrick Carroll, 625 S. Union Avenue:

Patrick said he has lived in Newport for 8 years. He is concerned with traffic in the area and what will be built on this parcel and has lots of other questions about what is being built on this lot.

John Posk, 406 Silver Birch Court:

John said he has seen the city working on the sewer every year and stated that he would like to see sewer issues fixed before new buildings go on the property.

William Pahler, 230 W. Seventh Street:

EXHIBIT E

Bill wanted to know what affordable housing is. He stated concern over 7th Street and stated it has not been repaired. He said that with new buildings going in the City should be looking into repairing the roads from all the excavation work and moving trucks.

Cindy Rivard, 172 Silver Birch Court:

Cindy brought up a lot of the acreage that is zoned City is owned by Mr. Chantry. She is concerned that if a lot of trees are taken out on the hillside that the hill may fall, and she asked about the water reclamation area. She questioned if the City is willing to help with the reclamation.

Valerie Pearson, 728 S. Union Avenue:

Valerie agrees with neighbors' opinions on this property. She does not want a trailer park to go into this area and is worried about constant traffic on the roads. She has seen around 20 dogs running loose in this area and is also concerned about dust since the roads are not all paved.

Dave Walkins, 708 S. Newport Avenue:

Dave is a contractor and he is concerned with the sizes of the houses proposed on the property. He wants the area to continue to be a nice community and is worried about the idea of low-income properties. He would also like to know if sidewalks will be going in around the City.

John Porter, 701 S. Newport Avenue:

John has the same concerns as his neighbors and not wanting a lot of houses to go into the area. He also expressed concerns about the water bills and if this will affect the cost of water for City residents.

Robert Serblic, 201 W. Eighth street:

Robert is new to the area and recently purchased his property; he would like to know if he will have road access to his garage off Newport Street. He said currently he can access it but if houses were to go in, he is concerned he will no longer be able to access his garage the way he imagined when he bought the house. Robert also inquired about an environmental study or impact study for the area, or maybe a hazmat study? He also inquired about what is going on with the current roads and if the sewer will be fixed. He mentioned there is an overflow and wanted to voice his concerns regarding the overflows happening.

The audience asked if this would be going in front of the council members and when those meetings take place.

Rachel reiterated the application was not for development but for the annexation. Development would be an additional process.

A rebuttal was offered to the applicants:

CT Property Partners: The wish of the applicant was to provide more housing; they don't have any drawings yet to what these houses may look like or the proposed number of houses. The applicants have already agreed to help with the sewer at the request of the City.

Commissioner Ivie closed the public hearing at 6:35 pm.

City Administrator clarified that this public hearing is regarding the property being a part of City limits or not.

Discussion among Planning Commission Members:

Commissioner Wright described property rights.

Commissioner Wiltse reiterated this was to annex property or not.

EXHIBIT E

Commissioner Wiltse made a motion to approve the annexation with proper checks; Commissioner Litowitz seconded. All in favor to annex CT property into the City. Motion carried.

ADJOURNMENT:

The meeting was adjourned at 6:50 PM.

Attest: _____
Lyndsie R Halcro
Accounting Clerk

By: _____
Terri Ivie
Chair

DRAFT

**INTERLOCAL GOVERNMENTAL CONTRACT
FOR
DISPATCH COMMUNICATION SERVICES**

BETWEEN

**THE CITY OF NEWPORT, WASHINGTON
AND
PEND OREILLE COUNTY**

January 1, 2023 - December 31, 2025

This contract is made and executed this ___ day of _____ 2022, by and between the City of Newport, Washington (hereinafter referred to as the “City”) and Pend Oreille County, Washington (hereinafter referred to as the “County”).

ARTICLE I

PURPOSE OF CONTRACT / AUTHORITY

1. Pend Oreille County has an established 24-hour Dispatch Communication facility operated through the Pend Oreille County Sheriff’s Office. The parties believe it is in the public interest to make these services available to the City of Newport on a contractual basis as set forth herein.
2. Chapter 39.34 of the Revised Code of Washington (RCW), the Interlocal Cooperation Act, encourages governmental units to share existing services, thereby minimizing the cost of providing these services.

ARTICLE II

PART I

DISPATCH COMMUNICATION SERVICES

Both parties agree to abide by the policies and procedures established by the County governing the use of the radio and law enforcement information and reporting systems.

The Sheriff agrees to perform and provide the following services:

1. Twenty-four (24) hour dispatching, and related record keeping services at the same standard as provided to Sheriff’s Officers;
2. Twenty-four (24) hour access to the following criminal justice data bases: NCIC / WACIC / Access;
3. Receive City citizen complaints/calls for service and dispatch them to City officers.
4. Maintain adequate dispatching records;

5. Place telephone calls when City officers are in the field and the urgency of the information requires immediate action and response.
6. Maintain a record of City outstanding warrants.
7. Twenty-four (24) hour Fire and EMS communications and dispatch service at the same standard as provided to the Pend Oreille County Fire Districts.

PART II
COSTS AND PAYMENTS FOR
SHERIFF'S DISPATCH COMMUNICATION SERVICES

The City agrees to pay Pend Oreille County the amounts listed herein for the Sheriff's services set forth in Article II, Part I of this Agreement:

For year beginning January 1, 2023

\$57,885.00

For year beginning January 1, 2024

\$59,043.00

For year beginning January 1, 2025

\$60,224.00

The City shall remit payment monthly.

ARTICLE III
PART I
DISPUTE RESOLUTION

It is the intent and purpose of all parties to this contract to negotiate the herein services in good faith and to provide for reasonable terms and conditions and equitable costs. In the event that the City and the County are unable to reach an agreement for disputes pertaining to the terms and conditions of this contract, the matter may be submitted by either party for binding arbitration. The City and County shall each select one arbitrator, the two of whom shall pick a third arbitrator. Except for the specific terms and/or conditions in dispute, all other terms and

conditions outlined in this contract shall remain in full force and effect throughout the duration of this contract.

PART II

HOLD HARMLESS

1. The City shall defend, indemnify and hold harmless the County, its agents, employees, officials and officers from any and all liability and/or losses and damages including, but not limited to, attorney's fees, costs, and all other damages for all acts and omissions of the City, its officials, agents, employees or officers, including liability arising out of unlawful or claim of unlawful acts, under this contract, by the City, or any other claim arising out of performance of this contract which claim results or is alleged to result from or alleged to be connected in any manner whatsoever from any act or omission by the City, its agents, employees, officials or officers, but not under any circumstances for any acts or omissions of the County its agents, employees, officials and officers over which the City exercises no direction or control. The liability for which the City shall defend, indemnify and hold harmless, as described above, shall include acts or omissions of the City. Further, the City specifically agrees to pay on demand, any reasonable costs or legal fees required to establish the County's right to indemnification.
2. The County agrees to defend, indemnify, and hold harmless the City, its officials, officers, agents, and employees from any and all liability and/or losses and damages including, but not limited to attorney's fees, costs, and all other damages for all acts and omissions of the County, its officials, agents, employees or officers including liability arising out of unlawful or claim of unlawful acts under this contract, by the County, or any other claim arising out of performance of this contract which claim results or is alleged to result from or alleged to be connected in any manner whatsoever from any act or omission by the County, its agents, employees or officers, but not under any circumstances for any acts or omissions of the City, its agents, employees, officials and officers over which the County exercises no direction or control. The liability for which the County shall defend, indemnify and hold harmless, as described above, shall include acts or omissions of the County. Further, the County specifically agrees to pay on demand, any reasonable costs or legal fees required to establish the City's right to indemnification.

PART III
GENERAL COMPONENTS

1. This contract shall not be construed as or deemed to be a contract for the benefit of any third party or parties and no third party or parties shall have any right of action hereunder for any cause whatsoever.
2. No agent, employee, or representative of the City shall be deemed to be an employee, agent, or representative of Pend Oreille County for any purpose whatsoever.
3. No agent, employee or representative of Pend Oreille County shall be deemed to be an employee, agent or representative of the City for any purpose whatsoever.
4. Each party agrees to aid and assist the other in accomplishing the objectives of this contract.
5. This contract supersedes all prior agreements and contracts for Sheriff's Dispatch Communication services.

PART IV
MODIFICATION / TERMINATION

1. Changes or modifications to this contract may only be made upon mutual agreement by the parties, in writing, signed and attached hereto.
2. This contract may be terminated by the City, the Pend Oreille County Sheriff, or the County only with cause, provided that the party requesting termination gives ninety (90) days written notice of its intent to terminate.
3. Re-negotiations shall begin no later than one-hundred and twenty (120) days prior to the expiration of this contract.

ARTICLE IV
EFFECTIVE DATE OF CONTRACT

This contract shall be in full force and effect from January 1, 2023 through December 31, 2025.

IN WITNESS WHEREOF, the parties have executed this contract by reason of the authorization obtained by them as required by the laws governing their respective jurisdiction and powers.

**PEND OREILLE COUNTY
BOARD OF COMMISSIONERS**

CITY OF NEWPORT

John Gentle, Chair

Keith Campbell, Mayor

Robert Rosencrantz, Vice-Chair

Brian Smiley, Member

ATTEST:

ATTEST:

Crystal Zieske, Clerk of the Board

Nickole North, City Clerk

RECOMMENDED FOR SIGNATURE BY:

Glenn Blakeslee, Sheriff

RESOLUTION NO. 11072022

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEWPORT, PEND OREILLE COUNTY, WASHINGTON, DECLARING CERTAIN PROPERTY OWNED BY THE CITY OF NEWPORT TO BE EXCESS AND SURPLUS PROPERTY AND AUTHORIZING THE MEANS OF DISPOSAL.

WHEREAS, the CHIEF OF POLICE has determined that certain property owned by the City of Newport (the "City"), identified as 2013 Chevy Tahoe with VIN number 1GNSK2E00DR114967 and plate number WA57605D (the "Equipment"), is no longer needed for City purposes; and,

WHEREAS, the CHIEF OF POLICE intends that the City shall receive fair market value for the Equipment while also minimizing the financial impact of the disposal process; and,

WHEREAS, the CHIEF OF POLICE has determined the Equipment can be offered for sale via public bidding process or at public auction; and,

WHEREAS, the City Council believes it to be in the best interests of the City to dispose of the Equipment.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NEWPORT, WASHINGTON, as follows:

Section 1. The Equipment is declared excess and surplus to the current and future needs of the City of Newport.

Section 2. The appropriate City staff are authorized to dispose of the Equipment by direct sale to the public, via public bidding process, or public auction.

Section 3. If the Equipment is sold via public bidding process, it shall be sold to the offeror or offerors presenting the highest acceptable cash offer to the City, and such accepted offer or offers shall be considered the true and fair market value of the Equipment.

PASSED AND APPROVED this ____ day of _____, 2022.

CITY OF NEWPORT, WASHINGTON

Mayor Keith Campbell

ATTEST:

City Clerk/Treasurer Nickole North

APPROVED AS TO FORM:

City Attorney

RESOLUTION NO. 11082022

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEWPORT, PEND OREILLE COUNTY, WASHINGTON, DECLARING CERTAIN PROPERTY OWNED BY THE CITY OF NEWPORT TO BE EXCESS AND SURPLUS PROPERTY AND AUTHORIZING THE MEANS OF DISPOSAL.

WHEREAS, the CITY TREASURER has determined that certain property owned by the City of Newport (the "City"), identified as Pitney Bowes Postage Machine with serial number 0856985 and City tag ID: 001423 (the "Equipment"), is considered obsolete for City purposes; and,

WHEREAS, the CITY TREASURER was given updated rates and rental agreement to exchange current postage machine for an updated model; and,

WHEREAS, the City Council believes it to be in the best interests of the City to dispose of the Equipment.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NEWPORT, WASHINGTON, as follows:

Section 1. The Equipment is declared excess and surplus to the current and future needs of the City of Newport.

Section 2. The appropriate City staff are authorized to dispose of the Equipment by direct sale to the public, via public bidding process, or disposed of at an approved waste refuse site.

Section 3. If the Equipment is sold via public bidding process, it shall be sold to the offeror or offerors presenting the highest acceptable cash offer to the City, and such accepted offer or offers shall be considered the true and fair market value of the Equipment.

PASSED AND APPROVED this ____ day of _____, 2022.

CITY OF NEWPORT, WASHINGTON

Mayor Keith Campbell

ATTEST:

City Clerk/Treasurer Nickole North

APPROVED AS TO FORM:

City Attorney

RESOLUTION NO. 11092022

**RESOLUTION FOR ADOPTING A FEE SCHEDULE FOR
CITY OPERATOR/EQUIPMENT**

WHEREAS, the City wishes to establish a rental/fee schedule for the purpose of an interlocal agreement or contract with outside entities; and

WHEREAS, the City from time to time utilizes their operators and equipment on projects that qualify for reimbursement; and

WHEREAS, it is recognized that the public in general benefits from city operator skills and knowledge and use of city-owned equipment;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Newport, Washington, that the following is the fee schedule for Operator and Equipment costs.

OPERATOR/EQUIPMENT FEES

Operator/Equipment	Fees per hour
Operator	\$38.38
Backhoe	\$52.69
Vac Truck	\$106.20
Street Sweeper	\$123.50
Loader	\$113.83
Dump Truck/Equipment Trailer	\$91.97
Motor Grader	\$100.61
Loader & Zipper	\$208.50
Super 104 Mower	\$20.28
Tandem Dump Truck	\$78.59
Bucket Truck	\$51.67
5 Yard Sand Truck	\$61.17
Saw Cutter	\$21.50

PASSED AND ADOPTED this 7th day of November, 2022.

By: _____
Keith Campbell, Mayor

ATTEST:

Nickole North, Clerk/Treasurer

APPROVED:

Kendel Froese, City Attorney

RESOLUTION NO. 11102022

A RESOLUTION OF THE CITY OF NEWPORT, WASHINGTON, SETTING THE SALARIES FOR EACH STEP WITHIN EACH EMPLOYMENT CLASSIFICATION & ESTABLISHING A COLA TO BE USED IN 2023 FOR CITY EMPLOYEES

WHEREAS, the Newport City Council believes that it is appropriate to formally set the salary for each step within each of the City's employment classifications,

WHEREAS, the Newport City Council believes that it is appropriate to formally thank the employees of the City of Newport for a job well done, and

WHEREAS, employees will receive a cost of living raise each year, and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Newport, Washington, as follows:

Exhibit "A" which is attached hereto and incorporated herein by this reference, is adopted as the official salary for each step within each of the City's employment classifications. This salary schedule will stay in effect until modified by subsequent Resolution of this Council.

Wage scales will be consistent with a 2.5% increase between steps effective January 01, 2023.

Employees of the City will receive a 3% Cost of Living Raise effective January 01, 2023.

This Resolution shall take effect and be in full force from the date of passage.

PASSED AND ADOPTED this 7th day of November, 2022.

By _____
Keith Campbell, Mayor

Attest:

Nickole North, City Clerk Treasurer

Step 1 Step 2 Step 3 Step 4 Step 5

Position: Accounting Clerk (W/S)
 Range with 2.5% Steps
 Job Code: 260 3% increase

\$ 3,894.00	\$ 4,014.00	\$ 4,138.00	\$ 4,266.00	\$ 4,398.00
\$ 4,011.00	\$ 4,134.00	\$ 4,262.00	\$ 4,514.00	\$ 4,530.00

Position: City Administrator
 Range with 2.5% Steps
 Job Code: 105

\$ 8,517.00	\$ 8,781.00	\$ 9,052.00	\$ 9,332.00	\$ 9,621.00
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Position: Clerk/Treasurer
 Range with 2.5% Steps
 Job Code: 130 3% increase

\$ 6,235.00	\$ 6,394.00	\$ 6,558.00	\$ 6,727.00	\$ 6,899.00
\$ 6,422.00	\$ 6,586.00	\$ 6,755.00	\$ 6,929.00	\$ 7,106.00

Position: Deputy Clerk/Treasurer
 Range with 2.5% Steps
 Job Code: 205 3% increase

\$ 4,438.00	\$ 4,575.00	\$ 4,717.00	\$ 4,863.00	\$ 5,013.00
\$ 4,571.00	\$ 4,712.00	\$ 4,859.00	\$ 5,009.00	\$ 5,163.00

Position: Maint. Worker Journey Level
 Range with 2.5% Steps
 Job Code: 420 3% increase
 Must have 3 years experience as Heavy Equip Operator with Class B/A CDL

\$ 4,426.00	\$ 4,539.00	\$ 4,656.00	\$ 4,775.00	\$ 4,897.00
\$ 4,559.00	\$ 4,675.00	\$ 4,796.00	\$ 4,918.00	\$ 5,044.00

Position: Public Works Director
 Range with 2.5% Steps
 Job Code: 645 3% increase
 Experienced heavy equipment operator with Class B/A CDL.

\$ 6,673.00	\$ 6,844.00	\$ 7,019.00	\$ 7,199.00	\$ 7,384.00
\$ 6,873.00	\$ 7,049.32	\$ 7,229.57	\$ 7,415.00	\$ 7,606.00

T OIT/II II II

Position: Water / Wastewater Operator
 Job Code: 495 & 497
 Range with 2.5% Steps T/OIT
 3% increase

\$ 4,163.00	\$ 4,267.00			
\$ 4,288.00	\$ 4,395.00			
\$ 4,374.00	\$ 4,483.00	\$ 4,595.00	\$ 4,710.00	\$ 4,827.00
\$ 4,505.00	\$ 4,617.00	\$ 4,733.00	\$ 4,851.00	\$ 4,972.00
\$ 4,948.00	\$ 5,072.00	\$ 5,199.00	\$ 5,329.00	\$ 5,462.00
\$ 5,096.00	\$ 5,224.00	\$ 5,355.00	\$ 5,489.00	\$ 5,626.00

II II II II II

Position: WTP/WWTP Lead Operator
 Job Code: 497
 Range with 2.5% Steps
 *Requires Group II Certification 3% increase

\$ 5,599.00	\$ 5,739.00	\$ 5,882.00	\$ 6,029.00	\$ 6,180.00
\$ 5,767.00	\$ 5,911.00	\$ 6,058.00	\$ 6,210.00	\$ 6,365.00

Position: WWTP/WTP Superintendent

Job Code: 622/623

Range with 2.5% Steps

*Requires Group II Certification 3% increase

Step 1	Step 2	Step 3	Step 4	Step 5
II	II	II	II	II
\$ 6,008.00	\$ 6,158.00	\$ 6,312.00	\$ 6,470.00	\$ 6,632.00
\$ 6,188.00	\$ 6,343.00	\$ 6,501.00	\$ 6,664.00	\$ 6,831.00

Position: Police Chief

Range with 2.5% Steps

Average State Range: 3% increase

Job Code: 655

\$ 6,963.00	\$ 7,137.00	\$ 7,316.00	\$ 7,498.00	\$ 7,686.00
\$ 7,172.00	\$ 7,351.00	\$ 7,535.00	\$ 7,723.00	\$ 7,917.00

Position: Police Sergeant

Range with 2.5% Steps

Average State Range: 3% Increase

Job Code: 320

\$ 5,923.00	\$ 6,071.00	\$ 6,223.00	\$ 6,378.00	\$ 6,538.00
\$ 6,100.00	\$ 6,253.00	\$ 6,410.00	\$ 6,569.00	\$ 6,734.00

Position: Police Officer

Range with 2.5% Steps

Average State Range:

Job Code: 310

3% increase

\$ 5,098.00	\$ 5,228.00	\$ 5,362.00	\$ 5,500.00	\$ 5,641.00
\$ 5,250.00	\$ 5,385.00	\$ 5,523.00	\$ 5,665.00	\$ 5,810.00

Position: Community Resource Officer

Range with 2.5% Steps

Average State Range: 3% increase

Job Code: 302/720

\$ 4,476.00	\$ 4,591.00	\$ 4,708.00	\$ 4,829.00	\$ 4,953.00
\$ 4,610.00	\$ 4,728.00	\$ 4,849.00	\$ 4,974.00	\$ 5,102.00

Yellow indicates proposed 2023 change

Agreement No. NP2023-02

COOPERATIVE BUILDING MAINTENANCE CONTRACT

This Agreement made and entered into this 7th day of November, 2022, by and between the BOARD OF TRUSTEES OF THE PEND OREILLE COUNTY LIBRARY DISTRICT, hereinafter called "District", and the CITY OF NEWPORT, hereinafter called, "City", WITNESSETH:

WHEREAS, the parties hereto desire to provide a fully maintained and attractive library building for the readers of the Pend Oreille County Library District, particularly for those in Newport and the surrounding area; and

WHEREAS, the District is providing full and competent library services to the readers of the Library District, especially in the Newport area, through the library building at 116 South Washington Avenue; and

WHEREAS, it appears that it is in the best interest of both the District and the City to share the costs of maintaining the library building, in as much as the building is providing both a base of operations for the Library District and as a service center for Newport and the surrounding area; and

WHEREAS, the laws of the State of Washington provide for contractual arrangements between cities and library districts for provision of library facilities;

NOW THEREFORE, for mutual considerations and the benefits accruing to the parties therefrom, and in consideration of the mutual covenants and conditions hereinafter set forth, it is understood and agreed as follows:

1. POWERS:

The City owns and manages the maintenance of the library building at 116 South Washington Avenue, Newport. All policy and major decisions relating to the building structure and maintenance are the responsibility of the City. The City agrees to advise the District of any matters which might affect the provision of library services from the building; the District has a right to advise the City of matters relating to the building structure and maintenance which affect library services and their provision by the District; such matters will be resolved through mutual agreement of the parties.

2. MAINTENANCE, REPAIR AND CUSTODIAL CARE:

2.1 The City is not responsible for supplying utilities: electricity, water and sewer costs are the sole responsibility of the District.

2.2 The City of Newport is only responsible for maintenance and repair of the physical structure including:

- A. Roof
- B. Door and locksets
- C. Rain gutters (cleaning and repair)

2.3 The Pend Oreille County Library District is responsible for the following duties:

Janitorial:

- A. Mopping floors
- B. Cleaning restrooms
- C. Carpet cleaning (vacuuming, shampooing, spot removal)
- D. Removal of garbage
- E. Recycling of garbage
- F. Cleaning of interior and exterior windows
- G. Cleaning and repair of blinds
- H. Dusting
- I. Other general cleaning not listed

Minor Repairs:

- A. Provide and change light bulbs
- B. Oiling of door hinges
- C. Toilet (flooding, running tank water)

Lawn Maintenance:

- A. Fertilizing
- B. Watering
- C. Mowing and grass removal
- D. Weed removal and disposal of weeds

Snow removal from sidewalk area and parking lot, moving furniture, books, computers, etc.

3. **LIBRARY SERVICE:**

For reasons of clarity, the library services, determined and provided in the building by the District are defined as:

- 3.1 Services: providing trained clerical and professional staff to ensure full and competent library programs and services;
- 3.2 Public Access: determining and providing hours of public service to meet the needs of readers within the resources available to support them;
- 3.3 Library Materials: providing books and other library materials within the constraints of available resources;
- 3.4 Library equipment, furniture, and supplies;
- 3.5 Telephone equipment and services;
- 3.6 Repair, maintenance and replacement of library equipment, furniture and materials as needed and possible;

4. **INSURANCE:**

4.1 The City provides structural and liability insurance for building and outside areas;

4.2 The District provides liability and content insurance for the inside of the building, its library collections, equipment and furniture;

5. **CAPITAL IMPROVEMENTS:**

5.1 As part of its building management responsibilities, the City determines the need for major repairs, replacements, and prepares necessary documentation to describe the cost of them;

5.2 The cost of major repairs and replacements that are not covered by warranty or insurance including the air conditioner, heat pump, toilet repair/replacement, hot water tank repair/replacement, electrical repairs/replacements, rain gutter repair/replacement, parking lot painting and repaving and drinking fountain repair/replacement shall be divided equally between the City of Newport and the Library District.

5.3 Capital improvements to expand the size of the building or modify its structure are negotiated by the parties; management of any grants to accomplish such capital improvements may be administered by the City or the District as mutually agreeable and convenient;

6. **FINANCING:**

The costs of the building maintenance are shared as defined in Article 2 of this agreement; this apportionment may be reviewed and renegotiated at the annual building review meeting by mutual agreement;

7. **PAYMENT PROCEDURES:**

7.1 The District approves payment of the appropriate portion of the monthly costs in accordance with the provisions of Article 6; the Board reviews and approves bills for payments once each month on the second Monday; the City approves payment of bills twice each month;

8. **REPORTING:**

In order to assure smooth and orderly operation of this agreement, the following communications procedures are established:

8.1 Contact for routine handling of maintenance: for the City, the City Administrator or his/her designee; for the District, the Director or his/her designee;

8.2 Contact for questions of policy: for the City, the City Administrator or his/her designee; for the District, the Board Chair, or his/her designee;

8.3 Contact for routine financial and insurance matters: for the City, the Clerk/Treasurer or his/her designee; for the District, the Director, or his/her designee;

8.4 Reporting:

8.4.1 District will report all insurance related incidents in writing which may relate to the City’s liability to the City Clerk/Treasurer as soon as possible after each incident; the City will do the same as appropriate to the District’s liability;

8.4.2 District will provide a report or representative to Council meetings when requested on any matter pertaining to the building and its maintenance;

8.4.3 City agrees to provide a representative, if requested, to meet with the District Board, or the Board’s representative regarding building maintenance matters;

8.4.4 City agrees to maintain a cumulative accounting record of building maintenance costs according to the outline of Article 2 and make that information available to representatives of the City and District to use in the annual review meeting each year, and at other times as needed and requested;

9. **ANNUAL BUILDING REVIEW:**

There will be an annual review meeting of representatives of the parties in July of each year to:

9.1 Determine apportionment of maintenance costs;

9.2 Review the experience with maintenance of the building, costs associated with maintenance, projected needs for repair, and any other building maintenance related matters;

9.3 The representatives will make a written report of their determinations and recommendations for the District Board and the City Council’s approval by or about August 1st of the same year;

10. **TERMS OF AGREEMENT:**

The terms and provisions of this contract shall become effective on the 1st day of January, 2023, and shall remain in effect until the 31st day of December, 2024. The contract may be terminated or renegotiated at the end of any calendar year by either party by giving written notice to do so at least three hundred sixty-five (365) days prior to the end of the calendar year.

IN WITNESS WHEREOF, the said District and the said City has executed this agreement through their duly authorized representatives on the day and year first above written.

CITY OF NEWPORT:

PEND OREILLE COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES:

Keith Campbell, Mayor

Chair

ATTEST: _____
Nickole North, Clerk/Treasurer

City of Newport Job Description

Job Title: Maintenance Worker Journey Level
Department: Public Works Department
Reports To: Public Works ~~Field Supervisor~~ Director
FLSA Status: Non-Exempt
Revised Date: ~~January 7, 2014~~ November 7, 2022

SUMMARY:

Under supervision, performs a variety of skilled maintenance and construction work in the Street Division of the Public Works Department. This position also assists in the utility departments when needed. Duties include construction, repair, and maintenance of City streets, alleys, and sidewalks. Operates and maintains vehicles and heavy equipment.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The following duties are not inclusive of all duties and the incumbents perform other related duties as required.

- Utilizes heavy equipment daily such as snowplows, rollers, grader, front end loader and backhoe.
- Ability to use and operate motorized vehicles and equipment, including tractor and all attachments, backhoe, pickup truck, utility truck, tamper, plate compactor, saws, pumps, compressors, sanders, generators, common hand and power tools, shovels, wrenches, detection devices, mobile radio, and phone.
- Maintains City Park grounds, restrooms and playground equipment.
- Maintains grounds of all City owned property, keeping lawns mowed, watered and weed-cated.
- Cleans rain gutters; sweeps roofs and sidewalks.
- Assists in the construction and maintenance of streets, alleys, right-of-way, culverts, sidewalks, and storm drainage basins.
- Assists in required labor involved in construction and maintenance projects as part of a crew, including pavement cutting, ditch digging, manhole and sewer line cleaning, main and pipe repair, laying and backfilling.
- Paints street lines and curbs.
- Responsible for keeping the City's sidewalks and steps clear of snow and ice.

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➤ Inspect drainage systems and storm sewer systems at frequent intervals to insure that all aspects of the system are functioning properly. Keeps storm drains clear of debris.

➤ Excavates, builds forms, pours concrete, and assists with carpentry work.

➤ Keeps automatic sprinklers in good working order including winterizing in the Fall and getting the system online in the Spring.

➤ Sprays weeds annually in sidewalks and trims tree branches out of walk way.

➤ Sprays around City buildings for insects in the Spring and Fall.

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➤ Ability to properly operate various hand and power tools.

➤ Read water meters on assigned route.

➤ Performs all duties in compliance with appropriate safety standards.

➤ Ability to perform heavy manual tasks for extended periods of time; ability to work safely; ability to communicate effectively verbally and in writing; ability to establish and maintain effective working relationships with employees, other departments and the public; ability to understand and carry out written and oral instruction.

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➤ ~~Assists Utilities Maintenance Worker with their duties as needed.~~

➤ Ability to be on call for emergency call out with a response time of 30 minutes.

➤ Perform other duties as assigned.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE:

- High school diploma or general education degree (GED).
- Three years experience in a related field.
- Completion of vocational training preferred.

LANGUAGE SKILLS:

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organizations.

MATHEMATICAL SKILLS:

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

REASONING ABILITY:

Ability to apply common sense understanding to carry out the ~~day-to-day~~day-to-day operations and any situation that may arise with projects, employees, etc.

CERTIFICATES, LICENSES, REGISTRATIONS:

Must have a current driver's license and also a class A/B CDL. Must upgrade CDL to include air brakes and tank vehicle endorsements within one (1) year. *NOTE: The City of Newport will only pay ONCE for the initial CDL Class A/B license with air brakes and tank vehicle endorsement and will only pay for the renewal CDL endorsement on the license.*

Washington State Industrial First Aid Certification, CPR and Flagger's Card must be obtained within six (6) months of employment.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee will be operating equipment to and from the job site as well as on the project. In addition, the employee is frequently required to use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee is occasionally required to stand; walk; sit; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds, and occasionally lift and/or move ~~up to 50 pounds~~ or more. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to wet and/or humid conditions, moving mechanical parts, extreme cold, extreme heat, and vibration. The employee is frequently exposed to outside weather conditions. The employee is occasionally exposed to high, precarious places; fumes or airborne particles; and risk of electrical shock. The noise level in the work environment is usually very loud.

CITY OF NEWPORT
VOUCHER REPORT

DATE 11/07/2022

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City, and that I am authorized to authenticate and certify to said claim.

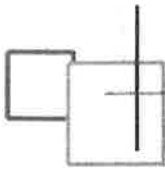
Checks 65281 - 65308 **\$56,158.32**

EFT 11/02/2022 Run 1-8 **\$69,873.97**

Grand Total of all Claims **\$126,032.29**

City Clerk/Treasurer:  _____

Fund Transaction Summary



Transaction Type: Invoice
Fiscal: 2022 - November - 1st Council Meeting

Fund Number	Description	Amount
001	Current Expense	\$32,549.62
101	Street Fund	\$17,387.54
103	Real Estate Excise Tax	\$992.00
109	Tourism Promotion	\$497.07
410	Water Fund	\$28,164.62
411	Sewer Fund	\$46,441.44
	Count: 6	\$126,032.29

Register

Fiscal: 2022
 Deposit Period: 2022 - November
 Check Period: 2022 - November - 1st Council Meeting

Number	Name	Print Date	Clearing Date	Amount
Mountain West				
Check	51040005632			
65281	Action Auto Supply, Inc.	11/7/2022		\$511.94
65282	Albeni Falls Building Supply	11/7/2022		\$442.03
65283	Anatek Labs, Inc.	11/7/2022		\$70.00
65284	AWC	11/7/2022		\$6,700.00
65285	AWWA	11/7/2022		\$87.00
65286	Barr Tech LLC	11/7/2022		\$5,719.52
65287	Centennial Plaza Imp Assoc.	11/7/2022		\$363.24
65288	Cities Insurance Assn. of Washington	11/7/2022		\$250.00
65289	Code Publishing Company	11/7/2022		\$511.31
65290	Country Lane	11/7/2022		\$10.77
65291	Dr. Locksmith LLC	11/7/2022		\$194.94
65292	Exbabylon	11/7/2022		\$592.35
65293	Excess Portable Toilets, LLC	11/7/2022		\$88.00
65294	Grainger	11/7/2022		\$412.01
65295	IIMC	11/7/2022		\$185.00
65296	JUB Engineers	11/7/2022		\$17,732.50
65297	Life Flight Network	11/7/2022		\$65.00
65298	Newport Miner	11/7/2022		\$575.30
65299	Alexander, Dillon	11/7/2022		\$50.00
65300	Pitney Bowes Bank Reserve Account	11/7/2022		\$1,000.00
65301	PO CO Counseling Services	11/7/2022		\$117.78
65302	Rob's Heating & Cooling	11/7/2022		\$170.00
65303	Salesky Service Center	11/7/2022		\$173.83
65304	Selkirk Supply, Inc.	11/7/2022		\$1,065.01
65305	State Auditor's Office	11/7/2022		\$9,124.71
65306	Transamerica Life Insurance	11/7/2022		\$9,233.81
65307	USA Bluebook	11/7/2022		\$589.02
65308	A & S Fingel Inc.	11/7/2022		\$123.25
<u>EFT Payment 11/2/2022 10:32:12 AM -1</u>	<u>Avista Utilities</u>	<u>11/7/2022</u>		<u>\$16.14</u>
<u>EFT Payment 11/2/2022 10:32:12 AM -2</u>	<u>City Of Newport Water & Sewer (EFT)</u>	<u>11/7/2022</u>		<u>\$3,168.51</u>
<u>EFT Payment 11/2/2022 10:32:12 AM -3</u>	<u>City Service</u>	<u>11/7/2022</u>		<u>\$3,224.74</u>
<u>EFT Payment 11/2/2022 10:32:12 AM -4</u>	<u>John Deere Financial</u>	<u>11/7/2022</u>		<u>\$48,746.96</u>
<u>EFT Payment 11/2/2022 10:32:12 AM -5</u>	<u>Pitney-Bowes</u>	<u>11/7/2022</u>		<u>\$113.09</u>
<u>EFT Payment 11/2/2022 10:32:12 AM -6</u>	<u>State of WA - DOR</u>	<u>11/7/2022</u>		<u>\$7,970.29</u>
<u>EFT Payment 11/2/2022 10:32:12 AM -7</u>	<u>US Bank</u>	<u>11/7/2022</u>		<u>\$4,832.60</u>

\$1,801.64
\$126,032.29
\$126,032.29
\$126,032.29

Total **Check**
Total **51040005632**
Grand Total

Voucher Directory

Fiscal : 2022 - November
 Council Date : 2022 - November - 1st Council Meeting

Vendor	Number	Reference	Account Number	Description	Amount
Action Auto Supply, Inc.	65281				
				2022 - November - 1st Council Meeting	
				10/2022 Action Auto Statement	
				Parts & lights	
			001-000-000-521-20-48-00	Repair & Maintenance Equipment	\$129.37
			101-000-000-543-30-48-00	Equipment Maintenance	\$148.82
			410-000-000-534-34-48-00	Repair & Maintenance	\$169.54
			411-000-100-535-35-48-00	Repair & Maintenance	\$64.21
				Total 10/2022 Action Auto Statement	\$511.94
Total Action Auto Supply, Inc.	65281				\$511.94
Albeni Falls Building Supply	65282				
				2022 - November - 1st Council Meeting	
				10/2022 Albeni Falls Building Statement	
				Tools & parts	
			101-000-000-543-30-31-00	Operating Supplies	\$348.71
			411-000-100-535-35-31-00	Office & Operating Supplies	\$41.04
			411-000-100-535-35-48-00	Repair & Maintenance	\$52.28
				Total 10/2022 Albeni Falls Building Statement	\$442.03
Total Albeni Falls Building Supply	65282				\$442.03
Anatek Labs, Inc.	65283				
				2022 - November - 1st Council Meeting	
				2218747 Bacteria testing	
			410-000-000-534-34-41-00	Professional Services	\$70.00
				Total 2218747 Bacteria testing	\$70.00
Total Anatek Labs, Inc.	65283				\$70.00

Avista Utilities
 EFT Payment 11/2/2022 10:32:12 AM - 1 2022 - November - 1st Council Meeting
 10/2022 Avista Flow Meter 411-000-100-535-35-47-00 Public Utilities \$16.14
 Total 10/2022 Avista Flow Meter \$16.14
 Total EFT Payment 11/2/2022 10:32:12 AM - 1 \$16.14
Total Avista Utilities \$16.14

AWC
 65284 2022 - November - 1st Council Meeting
 100953 GIS Service Fee
 001-000-000-558-50-41-00 Professional Services \$2,233.34
 410-000-000-534-34-41-00 Professional Services \$2,233.33
 411-000-100-535-35-41-04 Professional Services \$2,233.33
 Total 100953 GIS Service Fee \$6,700.00
Total AWC \$6,700.00

AWWA
 65285 2022 - November - 1st Council Meeting
 2023 North AWWA Membership
 410-000-000-534-34-49-00 Miscellaneous Expenditures \$87.00
 Total 2023 North AWWA Membership \$87.00
Total AWWA \$87.00

Barr Tech LLC
 65286 2022 - November - 1st Council Meeting
 09/2022 Barr Tech Sludge
 58.95 Tons
 411-000-100-535-35-41-03 Prof Services Sludge Hauling \$5,719.52
 Total 09/2022 Barr Tech Sludge \$5,719.52
Total Barr Tech LLC \$5,719.52

Centennial Plaza Imp Assoc.
 65287 2022 - November - 1st Council Meeting
 09/2022 Christmas Tree Lights Reimbursement
 109-000-000-573-90-49-01 Centennial Plaza Improvement Assoc \$363.24
 Total 09/2022 Christmas Tree Lights Reimbursement \$363.24
Total Centennial Plaza Imp Assoc. \$363.24

Cities Insurance Assn. of Washington					
65288					
	2022 - November - 1st Council Meeting				
15166 City Explorer Windshield Deductible					
001-000-000-513-10-46-00		Liability Insurance			\$250.00
Total 15166 City Explorer Windshield Deductible					\$250.00
Total 65288					\$250.00
Total Cities Insurance Assn. of Washington					
City Of Newport Water & Sewer (EFT)					
EFT Payment 11/2/2022 10:32:12 AM - 2					
10/2022 Water & Sewer Bills					
001-000-000-513-10-47-00		Utilities			\$140.98
001-000-000-518-20-47-00		Facility Lease Utilities			\$61.62
001-000-000-522-50-47-10		Utilities			\$61.63
101-000-000-543-30-47-01		Water - Public Works Shop			\$166.40
410-000-000-534-34-47-01		Public Utilities - Water			\$166.39
411-000-100-535-35-47-01		Public Utilities - Water			\$2,571.49
Total 10/2022 Water & Sewer Bills					\$3,168.51
Total EFT Payment 11/2/2022 10:32:12 AM - 2					\$3,168.51
Total City Of Newport Water & Sewer (EFT)					\$3,168.51
City Service					
EFT Payment 11/2/2022 10:32:12 AM - 3					
10/2022 City Service Fuel					
001-000-000-521-20-32-00		Fuel			\$1,167.45
101-000-000-543-30-32-00		Fuel Consumed			\$1,012.05
410-000-000-534-34-32-00		Fuel Consumed			\$362.42
411-000-100-535-35-32-00		Fuel Consumed			\$682.82
Total 10/2022 City Service Fuel					\$3,224.74
Total EFT Payment 11/2/2022 10:32:12 AM - 3					\$3,224.74
Total City Service					\$3,224.74
Code Publishing Company					
65289					
	2022 - November - 1st Council Meeting				
GC0008906 Code Supplement					
001-000-000-514-20-41-00		Professional Services			\$127.83
101-000-000-543-30-41-02		Professional Services			\$127.83
410-000-000-534-34-41-00		Professional Services			\$127.83
411-000-100-535-35-41-04		Professional Services			\$127.82
Total GC0008906 Code Supplement					\$511.31
Total 65289					\$511.31
Total Code Publishing Company					\$511.31

Country Lane	65290		2022 - November - 1st Council Meeting	
		10183 Name Plate		
		410-000-000-534-34-31-00	Office & Operating Supplies	\$5.39
		411-000-100-535-35-31-00	Office & Operating Supplies	\$5.38
		Total 10183 Name Plate		\$10.77
	Total 65290			\$10.77
Total Country Lane				\$10.77
Dr. Locksmith LLC	65291		2022 - November - 1st Council Meeting	
		6978 Big Park rekey		
		001-000-000-576-80-31-00	Operating Supplies	\$38.77
		001-000-000-576-80-41-01	Professional Services	\$156.17
		Total 6978 Big Park rekey		\$194.94
	Total 65291			\$194.94
Total Dr. Locksmith LLC				\$194.94
Exbabylon	65292		2022 - November - 1st Council Meeting	
		98061 Domain, firewall, email cloud services		
		001-000-000-511-60-49-00	Miscellaneous Expenditure	\$43.10
		001-000-000-513-10-42-00	Communications	\$21.54
		001-000-000-514-20-42-00	Communications	\$95.57
		001-000-000-521-20-42-00	Communications	\$21.56
		001-000-000-524-60-42-00	CRO Communications	\$5.39
		101-000-000-543-30-42-00	Communications	\$74.03
		410-000-000-534-34-42-00	Communications	\$246.36
		411-000-100-535-35-42-00	Communications	\$84.80
		Total 98061 Domain, firewall, email cloud services		\$592.35
	Total 65292			\$592.35
Total Exbabylon				\$592.35
Excess Portable Toilets, LLC	65293		2022 - November - 1st Council Meeting	
		09/2022 Portable Toilet Water Plant		
		410-000-000-534-34-31-00	Office & Operating Supplies	\$88.00
		Total 09/2022 Portable Toilet Water Plant		\$88.00
	Total 65293			\$88.00
Total Excess Portable Toilets, LLC				\$88.00

Journal Number Balance Account Number Description Amount

Grainger	65294		2022 - November - 1st Council Meeting		
		9481010644	Park override button		\$412.01
			001-000-000-576-80-48-00	Repair & Maintenance	\$412.01
Total Grainger	65294		Total 9481010644 Park override button		\$412.01
IIMC	65295		2022 - November - 1st Council Meeting		
		2022-2023	North IIMC Membership		\$185.00
			001-000-000-514-20-49-10	Dues & Subscriptions	\$185.00
Total IIMC	65295		Total 2022-2023 North IIMC Membership		\$185.00
John Deere Financial			2022 - November - 1st Council Meeting		
			EFT Payment 11/2/2022 10:32:12 AM - 4		
			2022 John Deere Lease Payment		\$11,055.49
			001-000-000-594-76-70-00	JD Equip Lease Principal - 1/4	\$1,131.25
			001-000-000-594-76-80-00	JD Equip Lease Interest - 1/4	\$11,055.49
			101-000-000-594-47-70-00	JD Equip Lease Principal - 1/4	\$1,131.25
			101-000-000-594-47-80-00	JD Equip Lease Interest - 1/4	\$11,055.49
			410-000-000-594-34-70-00	JD Equip Lease Principal - 1/4	\$1,131.25
			410-000-000-594-34-80-00	JD Equip Lease Interest - 1/4	\$11,055.50
			411-000-100-594-35-70-01	JD Equip Lease Principal - 1/4	\$1,131.24
			411-000-100-594-35-80-01	JD Equip Lease Interest - 1/4	\$48,746.96
Total John Deere Financial			Total 2022 John Deere Lease Payment		\$48,746.96
			Total EFT Payment 11/2/2022 10:32:12 AM - 4		\$48,746.96
JUB Engineers	65296		2022 - November - 1st Council Meeting		
			0156523 Pay Req #16; Pmt #9		\$16,740.50
			411-000-100-535-35-41-06	DOE Funding - Sewer Master Plan Waste Water Sewer Plan	\$16,740.50
			Total 0156523 Pay Req #16; Pmt #9		\$992.00
			0156666 RV Park Binding Site Services		\$17,732.50
			103-000-000-595-70-60-01	Reet 1 Capital Projects RV Park	\$17,732.50
Total JUB Engineers	65296		Total 0156666 RV Park Binding Site Services		\$992.00

Vendor Number Reference Account Number Description Amount

Life Flight Network	65297				
		2022 - November - 1st Council Meeting			
		11/2022 Hansen Membership			
		410-000-000-534-34-20-00	Personnel Benefits		\$32.50
		411-000-100-535-35-20-00	Personnel Benefits		\$32.50
		Total 11/2022 Hansen Membership			\$65.00
					\$65.00
					\$65.00
Total Life Flight Network	65297				
Newport Miner	65298				
		2022 - November - 1st Council Meeting			
		202294 NHS Sign Variance			
		001-000-000-558-50-41-04	Advertising		\$152.60
		Total 202294 NHS Sign Variance			\$152.60
		202295 Adams Variance			
		504 Willow			
		001-000-000-558-50-41-04	Advertising		\$163.50
		Total 202295 Adams Variance			\$163.50
		NEWCIT1022 Job Ads			
		001-000-000-511-30-41-00	Advertising		\$0.00
		001-000-000-521-10-41-01	Civil Service Advertising		\$0.00
		001-000-000-521-20-41-01	Advertising		\$97.20
		001-000-000-524-60-41-02	CRO Advertising		\$0.00
		001-000-000-558-50-41-04	Advertising		\$0.00
		001-000-000-576-80-41-00	Advertising		\$0.00
		101-000-000-543-30-41-00	Advertising		\$97.20
		410-000-000-534-34-41-03	Advertising		\$32.40
		411-000-100-535-35-41-05	Advertising		\$32.40
		Total NEWCIT1022 Job Ads			\$259.20
					\$575.30
					\$575.30
Total Newport Miner	65298				
Park Deposit Refunds	65299				
		2022 - November - 1st Council Meeting			
		10/14/2022 Park Deposit	Dillon Alexander		\$50.00
		001-000-000-582-10-00-00	Park Deposit Refund		\$50.00
		Total 10/14/2022 Park Deposit			\$50.00
					\$50.00
Total Park Deposit Refunds	65299				
Pitney Bowes Bank Reserve Account	65300				
		2022 - November - 1st Council Meeting			
		11/2022 Pitney Postage			
		001-000-000-514-20-42-00	Communications		\$150.00
		101-000-000-543-30-42-00	Communications		\$150.00
		410-000-000-534-34-42-00	Communications		\$350.00

Vendor	Number	Reference	Account Number	Description	Amount
			411-000-100-535-35-42-00	Communications	\$350.00
Total 65300		Total 11/2022 Pitney Postage			\$1,000.00
Total Pitney Bowes Bank Reserve Account					\$1,000.00
Pitney-Bowes					
		EFT Payment 11/2/2022 10:32:12 AM - 5	2022 - November - 1st Council Meeting		
		1021788990 Powerguard			
			001-000-000-514-20-31-00	Office & Operating Supplies	\$22.62
			101-000-000-543-30-31-00	Operating Supplies	\$22.62
			410-000-000-534-34-31-00	Office & Operating Supplies	\$33.93
			411-000-100-535-35-31-00	Office & Operating Supplies	\$33.92
		Total 1021788990 Powerguard			\$113.09
Total EFT Payment 11/2/2022 10:32:12 AM - 5					\$113.09
Total Pitney-Bowes					\$113.09
PO CO Counseling Services					
65301					
			2022 - November - 1st Council Meeting		
		09/2022 Liquor & MJ Tax			
			001-000-000-566-20-41-00	2% Alcohol - Mental Health	\$117.78
Total 09/2022 Liquor & MJ Tax					\$117.78
Total PO CO Counseling Services					\$117.78
65302					
Rob's Heating & Cooling					
65302					
			2022 - November - 1st Council Meeting		
		3552 HVAC Services			
			001-000-000-518-20-48-00	Facility Lease Rep & Maint	\$34.00
			001-000-000-518-30-48-00	City Hall Repair & Maint	\$34.00
			001-000-000-572-50-48-00	Repair & Maintenance	\$51.00
			410-000-000-534-34-48-00	Repair & Maintenance	\$17.00
			411-000-100-535-35-48-00	Repair & Maintenance	\$34.00
Total 3552 HVAC Services					\$170.00
Total Rob's Heating & Cooling					\$170.00
65302					\$170.00

Salesky Service Center
65303

2022 - November - 1st Council Meeting

10/2022 3507 Tahoe Lube					
	001-000-000-521-20-48-00	Repair & Maintenance Equipment		\$85.03	
Total 10/2022 3507 Tahoe Lube				\$85.03	
10/2022 City Car Lube					
	001-000-000-513-10-48-00	Repair & Maintenance		\$29.60	
	410-000-000-534-34-48-00	Repair & Maintenance		\$29.60	
	411-000-100-535-35-48-00	Repair & Maintenance		\$29.60	
Total 10/2022 City Car Lube				\$88.80	
Total 65303				\$173.83	
Total Salesky Service Center				\$173.83	

Selkirk Supply, Inc.
65304

2022 - November - 1st Council Meeting

10/2022 Selkirk Hardware Stamtment					
	001-000-000-521-20-31-00	Office & Operating Supplies		\$2.64	
	001-000-000-576-80-31-00	Operating Supplies		\$488.63	
	101-000-000-543-30-31-00	Operating Supplies		\$59.91	
	410-000-000-534-34-31-00	Office & Operating Supplies		\$302.17	
	411-000-100-535-35-31-00	Office & Operating Supplies		\$211.66	
Total 10/2022 Selkirk Hardware Stamtment				\$1,065.01	
Total 65304				\$1,065.01	
Total Selkirk Supply, Inc.				\$1,065.01	

State Auditor's Office
65305

2022 - November - 1st Council Meeting

L150527 2020-2021 Audit					
	001-000-000-514-20-41-02	Prof. Services- Audit Fees		\$2,281.17	
	101-000-000-543-30-41-01	Prof. Services- Audit Fees		\$2,281.18	
	410-000-000-534-34-41-02	Prof Svc - Audit Fees		\$2,281.18	
	411-000-100-535-35-41-02	Prof Services Audit Fees		\$2,281.18	
Total L150527 2020-2021 Audit				\$9,124.71	
Total 65305				\$9,124.71	
Total State Auditor's Office				\$9,124.71	

State of WA - DOR

EFT Payment 11/2/2022 10:32:12 AM - 6

10/2022 DOR Taxes					
	410-000-000-534-34-44-00	B&O Utility Tax		\$6,418.37	
	411-000-100-535-35-44-00	Utility B&O Tax		\$1,551.92	
Total 10/2022 DOR Taxes				\$7,970.29	
Total EFT Payment 11/2/2022 10:32:12 AM - 6				\$7,970.29	
Total State of WA - DOR				\$7,970.29	

Vendor Number	Reference	Account Number	Description	Amount
	11/2022	Rochek INS & DCP PMT *		
		001-000-000-524-60-20-00	CRO Benefits	\$31.77
		001-000-000-576-80-10-04	Utility Maintenance Worker C7 -44%	\$466.02
		101-000-000-543-10-20-00	Personnel Benefits	\$476.62
		410-000-000-534-34-20-00	Personnel Benefits	\$84.73
			Total 11/2022 Rochek INS & DCP PMT	\$1,059.14
			Total EFT Payment 11/2/2022 10:32:12 AM - 8	\$1,801.64
			Total Vimly Benefit Solutions, Inc.	\$1,801.64
			Water & Sewer Refunds	
		65308		
			2022 - November - 1st Council Meeting	
			A & S Fingel Inc.	
		10/2022	A&S Fingel Refund	
			1570.0, closing	\$53.70
			410-000-000-343-40-10-01	\$69.55
			411-000-000-343-50-10-01	\$123.25
			Basic Charges-Water Revenue	\$123.25
			Basic Charges - Sewer Revenue	\$123.25
			Total 10/2022 A&S Fingel Refund	\$123.25
			Total 65308	
			Total Water & Sewer Refunds	
			Vendor Count	36
			Grand Total	\$126,032.29

CITY OF NEWPORT
PAYROLL CHECK REGISTER
PAYDAY: October 25, 2022

We, the undersigned Council of the City of Newport, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that Check No. 1323 through No. 1330 as well as the direct deposit run 10/19/2022 for employees are approved for payment in the amount of \$67,828.59 this 7th day of November 2022.

Councilmember _____

Councilmember _____

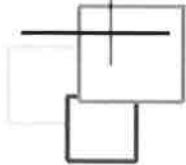
Councilmember _____

Councilmember _____

Councilmember _____

City Clerk/Treasurer  _____

Register



Number	Name	Fiscal Description	Cleared	Amount
1323	Dept of Labor & Industry	2022 - October - 2nd Council Meeting		\$1,721.87
1324	Dept of Retirement - Def Comp	2022 - October - 2nd Council Meeting		\$892.50
1325	Dept of Retirement Systems	2022 - October - 2nd Council Meeting		\$7,353.92
1326	EFTPS	2022 - October - 2nd Council Meeting		\$11,083.32
1327	Employment Security	2022 - October - 2nd Council Meeting		\$92.77
1328	Employment Security - PMFL	2022 - October - 2nd Council Meeting		\$206.96
1329	Idaho State Tax	2022 - October - 2nd Council Meeting		\$282.00
1330	Vimly Benefit Solutions, Inc.	2022 - October - 2nd Council Meeting		\$11,975.29
	Payroll Vendor	2022 - October - 2nd Council Meeting		\$34,219.96
Direct Deposit Run -				
10/19/2022				\$67,828.59